

LOK SABHA SECRETARIAT

(GENERAL PROCUREMENT BRANCH)

FAX:23010756

PARLIAMENT HOUSE ANNEXE

NEW DELHI 110 001
Dated: 18.02.2021

Ref. No. LAFEAS-GPB018(18)/19/2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned


Subject: **Procurement of Butox and Medium Size Hand Towel for Lok Sabha Secretariat.**

Dear Sir/Madam,

Lok Sabha Secretariat requires **Butox and Medium Size Hand Towel**. Firms having their offices at Delhi / NCR and GST Number Holder may quote the rate of item, as per specification/format given below.

Sl. No	Name of item	Qty.	Brand/ Size	MRP	Offer Rate (in Rs.)	% of GST
1.	Butox in liquid form, 1000 ml in each bottle	02 Nos.				
2	Hand towel medium size (coloured)	14 Nos.				

2. The quantity mentioned is tentative. Procurement will be made on actual requirement basis.
3. Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for 90 days from the date of Order/Supply.
4. On award of contract/order, the selected firm is bound to supply the material as per specification or else appropriate action may be initiated against the firm.
5. Quotation may be submitted either by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 by 22.02.2021 up to 1600 hrs. addressed to the Executive Officer, General Procurement Branch or by e-mail:rakesh.chhabra19@sansad.nic.in.


EXECUTIVE OFFICER
Phone No. 23034410