

# LOK SABHA SECRETARIAT

FAX:23010756

(GENERAL PROCUREMENT BRANCH) PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110 001

Ref. No. GPB022/14/2021-GPB

Dated: 04.03.2021

From

Rakesh Kumar Chhabra  
Executive Officer

To

All Concerned


Subject: Procurement of Tissue Paper(C Fold) and Phool Jhadu(Scotch Brite Brand) for Lok Sabha Secretariat on urgent basis.

Dear Sir,

Lok Sabha Secretariat requires following Branded item on urgent basis. The firm having their offices at Delhi / NCR and GST Number may quote the rate of item, as per the format given below.

Sl. No.	Name of item	Qty. Nos.	MRP/ if any	Offer Rate	% of GST
1.	Tissue Paper (C fold) (200 leaf in a Box)	25 Box			
2.	Phool Jhadu, Scotch Brite No-Dust Fibber Broom (Multi-Purpose, Green), As per Sample - attached	20 nos.			

1. The items are recurring items and the quantity mentioned is tentative. Procurement will be made on actual requirement basis.
2. Rates should be quoted F.O.R. basis (Free delivery at site) and should be valid for a period of ninety days from the date of awarding the order.
3. 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.
4. Quotation may be submitted either by hand only in a sealed envelope in Room No. 408, 4<sup>th</sup> Floor, Parliament House Annexe, New Delhi – 11 00 01 by 05.03.2021 upto (1100 hours), addressed to the Executive Officer, General Procurement Branch or by e-mail: rakesh.chhabra19@sansad.nic.in.

  
(RAKESH KUMAR CHHABRA)  
EXECUTIVE OFFICER  
PHONE NOS. 23034408/4410

# Scotch-Brite No-Dust Fibber Broom (Multi-Purpose, Green)

