

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

(GENERAL PROCUREMENT BRANCH)

Ref. No. GPB022/24/2021-GPB

Dated: 19.04.2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of Housekeeping Chemical R3 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 and Specification	Qty. Nos.	MRP/ if any	Offer Rate	% of GST
1.	Housekeeping Chemical, Diversey Taski R3, Glass Cleaner Concentrate, 05 ltr jar each	04 jar			

1. The item is recurring item 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 (45) forty five days from the date of awarding the order.
3. After opening of quotation, the selected firm is bound to supply the material as per specification/brand/quality ^{on} at the same day (20.04.2021) or else appropriate action may be initiated against the firm.
4. Quotation may be submitted either by hand in sealed envelopes in Room No. 408, 04th Floor, Parliament House Annexe, New Delhi-110001 by **20.01.2021 at 1200 hours** addressed to Executive Officer, General Procurement Branch or by-mail: rakesh.chhabra19@sansad.nic.in


19/04/2021
(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER
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