

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

No.LAFEAS-GPB017(13)/11/GPB

Dated the 7th June, 2021

From

**Rakesh Kumar Chhabra
Executive Officer**

To

All concerned

**Subject : Procurement of Super Sunshine Printing Paper(120 GSM, 23"x36" Size)
for Lok Sabha Secretariat**

Dear Sir/Madam,

Lok Sabha Secretariat requires following item on urgent basis. Firms having their offices at Delhi/NCR and GST Number Holder may quote the rate of items, as per specifications and format given below :

Sl. No.	Name of the Item with specification	Quantity required	Rate(Rs.) MRP, if any	Offer Rate Per Ream (in Rs.)	% of GST	Name of Brand
1.	Super Sunshine Printing Paper 23"x36" size, 120 GSM	3 Reams				

2. The quantity mentioned is tentative. Procurement will be made on actual requirement basis. **The Item must be quoted of the reputed Brand and without mentioning the brand name quotation will be rejected.**

3. Rates should be quoted on F.O.R. basis(Free delivery at site) and should be valid for a period of **Ninety Days(90)** from the date of awarding the order.

4. On award of contract/order, the selected firm is bound to supply the material as per Brand quoted by the firm and specifications of the Secretariat or else appropriate action may be initiated against the firm.

5. **Sealed Quotation along with sample of Item** may be submitted by hand in Room No.408, 4th Floor, Parliament House Annexe, New Delhi-110001 by **09.06.2021 at 1200 hours** addressed to the Executive Officer, General Procurement Branch, Lok Sabha Secretariat by e-mail at **gpb-iss@sansad.nic.in**


07/06/2021
**(RAKESH KUAMR CHHABRA)
EXECUTIVE OFFICER,
PHONES: 23034408/23034410**