

LOK SABHA SECRETARIAT

(General Procurement Branch)

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

No. 021/8/2021-GPB

Dated: 6th August, 2021

From,

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Sub.: Procurement of various Bindery items for use of Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat require following items as one time procurement. The firms interested and having their offices at Delhi / NCR and Holder of GST Number may quote the rate of items as per specifications and format given below.

Sl. No.	Name of the item	Specification	Quantity (in Unit)	Brand (if any)	MRP (if any)	Offered Rate (per Unit)	% of GST
1.	Binding Cloth - Dark Green (as per sample)	1 Roll of 20 Mtrs., Width - 44" (Good Quality)	200 Mtrs.				
2.	Coarse Cloth - White (as per sample)	Good Quality	50 Mtrs.				
3.	Eyelet (as per sample)	(Medium size) Good Quality	10 Packets				

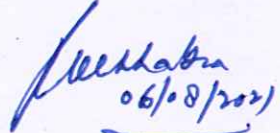
2. The quantity mentioned is tentative. Procurement will be made on actual requirement basis. Before quoting the rate of the items, firms may visit General Procurement Branch to examine the sample of above items and offer the rate of the same.

3. The firm must quote the Brand name. Quotation without mentioning the brand name may not be considered.

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

5. On award of contract/order, the selected firm is bound to supply the material as per sample/requirement/specification or else appropriate action may be initiated against the firm.

6. Quotation may be submitted either by hand in sealed envelope in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110 001 by **13th August, 2021 (upto 1600 hours)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi-110001 or by email to **gpb-lss@sansad.nic.in** (or say **GPB-LSS@SANSAD.NIC.IN**).


06/08/2021

Executive Officer

Phone No. 23034408/ 4410