

LOK SABHA SECRETARIAT

(General Procurement Branch)

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

No. 021/8/2021-GPB

Dated: 11th Aug., 2021

From,

Bhuvnesh Kala
Under Secretary

To

All Concerned

Sub.: Quotation for Procurement of Bindery item for use of Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat require following item(s) 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.	Details of the item specification	Quantity (in Unit)	MRP (if any)	Offered Rate (per Unit)	% of GST
1.	Blue Ink PVC (Matt) - Huber (in 500 gms packed)	01 Kg.			
2.	Red Ink PVC (Matt) - Huber (in 500 gms packed)	01 Kg.			

2. The items mentioned above are recurring items and 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 a period of **60 days** from the date of awarding the order.

4. On award of contract/order, the selected firm is bound to supply the material as per requirement/specification failing which, appropriate action may be initiated against the firm.

5. Quotation may be submitted either by hand in sealed envelope in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110 001 by **12th 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).


11.8.21
Under Secretary
☎: 23034408/ 4410