

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

No. 021/16/2021-GPB

Dated: 18th Oct., 2021

From,

Rakesh Kumar Chhabra
Executive Officer
General Procurement Branch

To

All Concerned

Sub.: Quotation for Procurement of Binding Cloth - Light Blue for use of Lok Sabha Secretariat. - *urgent requirement*

Dear Sir/Madam,

Lok Sabha Secretariat require following item(s) as one time procurement. The dealing 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)	Name of Brand	Offered Rate (per mtr.)	% of GST
1.	Binding Cloth - Light Blue Colour 20 mtrs. per Roll (as per sample)	300 Mtr.			

- The items mentioned above are recurring items and the quantity mentioned is tentative, Procurement will be made on actual requirement basis.
- Before quoting the rate of the items, firms may visit GP Branch (Room No. 408) or Rota Print Section (36, GRG Road) to examine the sample and offer the rate for the same. **The item must be quoted of the reputed Brand and without mentioning the brand name quotation may be rejected.**
- 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.
- 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.
- Sealed Quotation alongwith sample (minimum postcard size sample)** may be submitted ~~either~~ by hand in sealed envelope in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110 001 by **21st Oct., 2021 (upto 1500 hours)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi-110001.

Rakesh Kumar Chhabra
18/10/2021

Executive Officer

☎: 23034408/ 4410