

LOK SABHA SECRETARIAT  
(General Procurement Branch)

No. 8/BPST/2013-14/GPB

19 August 2013

From

R.C. Sharma  
Deputy Secretary  
General Procurement Branch

To

All the concerned

Subject: Procurement of small plaques and hanging watch.

Sir,

The under mentioned items are required by this Secretariat on most urgent basis as per the specifications given:

S.No.	Item	Qty.
1.	Small plaques (6 ½ x 5 ¼ ) with PH logo, gold plated brass plate with text in velvet box	200 Nos.
2.	Hanging Watch (as per sample)	200 Nos.

2. Concerned firms are requested to quote the rates by 24.08.2013 by 3 p.m.
3. Both the above items will be procured as per samples available with the Branch.
4. Supply will be received by 29.08.2013.
5. 2% EMD of the total quoted value is to be deposited at the time of submitting the bid by the firm. Successful bidder has to deposit 5% PSD of the amount of supply order.

Sd/-  
**DEPUTY SECRETARY**  
Phone No. 23034410