

LOK SABHA SECRETARIAT

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PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

(GENERAL PROCUREMENT BRANCH)

Ref. No. GPB018(18)/14/2019

Dated: 08.07.2019

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of Plastic Token (as per sample) for Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat require Plastic Token (as per sample). The firms having their offices at Delhi / NCR and GST Number Holder may quote the rate of item, as per the format given below.

Sl. No.	Name of item	Qty.	MRP, if any	Offer Rate	% of GST
1.	Plastic Token (as per sample) with engraved number from Sl. No. 201 to 400	200 Nos.			

- The quantity mentioned is tentative. Procurement will be made on actual requirement basis. Before quoting rate of the item, firms are requested to visit General Procurement Branch to examine the sample of above item on any working day between 1000 hrs and 1800 hrs and offer the rate on the letter pad.
- Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for a period of ninety days from the date of awarding the order.
- 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.
- Quotation may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 by 22.07.2019 upto 1600 hrs. addressed to the Executive Officer, General Procurement Branch.



EXECUTIVE OFFICER
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