

LOK SABHA SECRETARIAT

FAX 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

(GENERAL PROCUREMENT BRANCH)

Ref. No. 8/Misc./3/2020

Dated: 13.03.2020

From:

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned


Subject: Procurement of Paper Envelopes with printing for Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat require Paper Envelopes with printing. The firms having their offices at Delhi / NCR and GST Number Holder may quote the rate of item, as per format given below.

| Sl. No. | Name of the item | Qty. | Offer Rate | % of GST |
|---------|--|----------|------------|----------|
| 1. | Paper Envelopes with Printing, Size-41x25 by l x w (as per sample) | 700 Nos. | | |

2. 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.
3. On award of contract/order, the selected firm(s) is bound to supply the material as per sample/requirement or else appropriate action may be initiated against the firm.
4. Quotation may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 by 18.03.2020 upto 1600 hrs. or by e-mail : gpb-lss@sansad.nic.in by the same date and time addressed to the Executive Officer, General Procurement Branch.


13/23/2020
EXECUTIVE OFFICER
Phone No. 23034410
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