

LOK SABHA SECRETARIAT

FAX 23010756

(GENERAL PROCUREMENT BRANCH)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

Ref. No. LAFEAS-GPB018(11)/16/2020-GPB

Dated: 29.05.2020

From

K.C. Pandey
Deputy Secretary

To

All Concerned


Subject: Procurement of Misc. Items for Lok Sabha Secretariat on urgent basis.

Dear Sir,

Lok Sabha Secretariat requires following items on urgent basis. The firms having their offices at Delhi / NCR and GST Number may quote the rate of items, as per the format given below.

Sl. No.	Name of item	Qty.	MRP, if any	Offer Rate	% of GST
1.	Colin, 500 ml	20 Nos.			
2	Housekeeping Chemical R2 (Taski), 5 ltr Jar	05 Nos.			
3	Black Garbage Bags Big	50 Nos.			
4	Black Garbage Bags Medium	50 Nos.			
5	Plastic Scrubber, Juna (Nylon)	20 Nos.			
6	Toilet cleaning plunger	10 Nos.			
7	Harpic , 1 Ltr	20 Nos.			
8	Cleanzo Floor Cleaner, 5 ltr jar	06 Nos.			
9	Borosil Glass, 350 ml	60 Nos.			
10	Microfibre duster, 40x40 cm	05 Nos.			

- The items are recurring items and the quantity mentioned is tentative. Procurement will be made on actual requirement basis.
- Rates should be quoted 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 specification or else appropriate action may be initiated against the firm.
- Firms are required to quote the items which are readily available in the market as the supply is required immediately or within two days after confirming the order either through telephonically or e-mail.
- Quotation may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi - 11 00 01 by 02.06.2020 upto 1200 hrs. addressed to the Executive Officer, General Procurement Branch.


(K.C. PANDEY)
DEPUTY SECRETARY
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