

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110 001

(General Procurement Branch)

No. 018(11)/41/2020-GPB

Dated: 6 November, 2020

From,

Bhuvnesh Kala  
Under Secretary

To

All Concerned

Subject: Procurement of Misc. Items for the use of HS Office (Residence).

Dear Sir,

Lok Sabha Secretariat require following items if Reputed Brand on urgent basis. The 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.	Name of the item & Specification	Quantity/ unit	Name of the Brand (if any)	MRP (if any)	Offered Rate (in Rs.) (per unit)	% of GST
1.	Wipers with long stick	20 pieces				
2.	R2 Chemical (5Ltr per cane)	6 Cane				
3.	R9 Chemical (5Ltr per cane)	4 Cane				
4.	R6 Chemical (5Ltr per cane)	4 Cane				
5.	Garbage bag (small)	500 Pieces				
6.	Feather Duster	20 Pieces				
7.	Steel Dustbin (Size about 1 foot with paddle)	05 Pieces				

2. The items are recurring items and the quantity mentioned is tentative. Procurement will be made on actual requirement basis.

3. 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.

4. 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.

5. Quotation may be submitted either by hand in Room No. 408, 4<sup>th</sup> Floor, Parliament House Annexe, New Delhi-110001 by **10<sup>th</sup> November, 2020** addressed to the Executive Officer, General Procurement Branch, Room No. 408, Parliament House Annexe, New Delhi-110001 or to the E-Mail : gpb-iss@sansad.nic.in.

Yours sincerely,

  
6.11.2020  
Under Secretary  
Phone No. 23034410  
23034408