

LOK SABHA SECRETARIAT

(General Procurement Branch)

FAX: 23010756

408, PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

No. LAFEAS-GPB021/2/2021-GPB

Dated: 3rd February, 2021

From,

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of various Bindery Items.

Dear Sir,

Lok Sabha Secretariat require following items as one time procurement. 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	Name of the Brand (if any)	Offered Rate (per unit) (in Rs.)	% of GST
1.	Binding Cloth - Light Green - (Good Quality) 1 Roll of 20 mtrs., width-44",	200 Mtrs.			
2.	Maida Lei (Readymade) - (Good Quality) Synthetic Adhesive 1 packet=15Kg.	105 Kg.			
3.	Thread Reel No. 2 - (Good Quality) For binding purpose	24 Nos.			

2. Procurement of the item mention above will be met after approval of the sample.
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 by email to rakesh.chhabra19@sansad.nic.in or by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110001 by **10th February, 2021 (upto 1500 hrs.)** addressed to the Executive Officer, General Procurement Branch, Room No. 408, Parliament House Annexe, New Delhi-110001.


03/02/2021

Executive Officer

Phone No. 23034408/ 4410
rakesh.chhabra@sansad.nic.in