

LOK SABHA SECRETARIAT

FAX: 23010756

(GENERAL PROCUREMENT BRANCH)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

Ref. No. LAFEAS-GPB018(18)/35/2021-GPB

Dated: 23.03.2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of Four – Digit Manual Numbering Machine for Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat requires Four – Digit Manual Numbering Machine on urgent basis. The firms having their offices at Delhi / NCR and GST Number may quote the rate of item, as per the format given below.

Sl. No.	Name of item	Qty.	MRP/ if any	Name of Brand	Offer Rate	% of GST
1.	Four – Digit Manual Numbering Machine	04 Nos.				

2. The item is recurring item and the quantity mentioned is tentative. Procurement will be made on actual requirement basis.
3. Rate should be quoted F.O.R. basis (Free delivery at site) and should be valid for a period of **Forty Five 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 brand/specification or else appropriate action may be initiated against the firm.
5. Quotation may be submitted either by hand in Room No. 408, 4th Floor, Parliament House Annexe or by e-mail rakesh.chhabra19@sansad.nic.in by 1600 hrs. on 30.03.2021 addressed to the Executive Officer, General Procurement Branch.


23/03/2021

(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER
PHONE NOS. 23034408/4410
(GENERAL PROCUREMENT BRANCH)