

LOK SABHA SECRETARIAT

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PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

(GENERAL PROCUREMENT BRANCH)

Ref. No. LAFEAS-GPB018(11)/18/2021-GPB

Dated: 28.06.2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned


Subject: Procurement of White Towels for Lok Sabha Secretariat on urgent basis.

Dear Sir,

Lok Sabha Secretariat requires **White Towels** of **reputed brand** 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	Name of Brand	Offer Rate	% of GST
1.	White Cotton Towels, 60x40 cm, Reputed Brand	30 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 180 days from the date of awarding the order.
- 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.
- Quotation may be submitted either **by hand in a sealed envelope** in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 or **by e-mail gpblss@sansad.nic.in** by 29.06.2021 upto 1200 hrs. (Noon) addressed to the Executive Officer, General Procurement Branch.


28/06/2021
(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER
PHONE NOS. 23034408/4410