

**LOK SABHA SECRETARIAT
(GENERAL PROCUREMENT BRANCH)**

Ref. No. LAFEAS-GPB018(18)/56/2021-GPB

Dated: 12.07.2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of Washable hand gloves, masks and Tissue Paper 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	Name of Brand	Offer Rate	% of GST
1.	Washable hand gloves	150 pairs				
2	Washable face masks	150 Nos.				
3	Tissue Paper (100 wipes in each box)	25 Pkts				

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 F.O.R. basis (Free delivery at site) and should be valid for a period of 45 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 specification or else appropriate action may be initiated against the firm.
5. Quotation may be submitted **either by hand** in a sealed cover in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 **by 13.07.2021 upto 1000 hrs.** addressed to the Executive Officer, General Procurement Branch or through e-mail gpb-lss@sansad.nic.in


12/07/2021
(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER

Phones: 011-23034408/23034410