

LOK SABHA SECRETARIAT

FAX: 23010756

(GENERAL PROCUREMENT BRANCH)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

Ref. No. LAFEAS-GPB020(14)/29/2021-GPB

Dated: 23.07.2021

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned


Subject: Procurement of Black Cartridge for Lok Sabha Secretariat on most urgent basis.

Dear Sir,

Lok Sabha Secretariat requires Black Cartridge on most urgent basis. The firms having their offices at Delhi / NCR and GST Number may quote the rate of items, as per the specifications and format given below.

Sl. No.	Name of item	Qty.	MRP, if any	Offer Rate	% of GST
1.	HP Laser Jet Original Colour Cartridge CF-410-A (Black)	03 Nos.			
2	Lexmark Original Black Cartridge, 223H00	03 Nos.			

2. 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 45 days from the date of awarding the order.
4. On award of contract/order, the selected firm is bound to supply the material by 27.07.2021 as per specifications mentioned above 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, New Delhi – 11 00 01 or by e-mail : gpb-lss@sansad.nic.in by **26.07.2021 upto 1500 hrs.** addressed to the Executive Officer, General Procurement Branch.


23/07/2021
(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER
PHONE NOS. 23034408/4410