

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

No. 021/17/2021-GPB

Dated: 18th October, 2021

From,

Rakesh Kumar Chhabra
Executive Officer
General Procurement Branch

To

All Concerned

Sub.: Procurement of the item PVC Paper Rexine (Dark Green) for the use of Lok Sabha Secretariat.

Dear Sir/Madam,

Lok Sabha Secretariat require following item(s) as one time procurement. The dealing firms interested and having their offices at Delhi / NCR and Holder of GST Number may quote the rate of item(s) as per following:

Sl. No.	Details of the item	Quantity (in Unit)	Offered Rate (for 01 roll)	% of GST
i	PVC Paper Rexine, (as per sample) Dark Green Colour - Good Quality Width - 49½" Weight (approx)- 175-180 GSM Size - 1 Roll of 25 Mtrs	01 Roll		

- The items mentioned above are recurring items and the quantity mentioned is tentative, Procurement will be made on actual requirement basis.
- Before quoting the rate of the items, firms may visit **GP Branch (Room No. 408, PHA)** or Rota Print Section (36, GRG Road) to examine the sample and offer the rate for the same.
- Rates should be quoted on F.O.R. basis (free delivery at site) and should be valid for a period of **90 days** from the date of awarding the order.
- On award of contract/order, the selected firm is bound to supply the material as per sample/requirement/specification failing which; appropriate action may be initiated against the firm.
- Sealed Quotation alongwith sample (minimum postcard size sample)** may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110001 by **25th Oct., 2021 (upto 1300 hours)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi-110001.


18/10/2021
Executive Officer
☎: 23034408/ 4410