

LOK SABHA SECRETARIAT

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

FAX: 23010756

No.LAFEAS-GPB017(13)/12/2022-GPB

Dated : 11.05.2022

From

Rakesh Kumar Chhabra
Executive Officer

To

All concerned

Subject : Procurement of '08 Reams Artee Paper(Textured Matt Finish), 25"x36" size, 130 GSM' for Lok Sabha Secretariat

Dear Sir/Madam,

Lok Sabha Secretariat requires following item on urgent basis. Firms having their offices at Delhi/NCR and GST Number Holder may quote the rate of item, as per specifications and format given below:


Sl. No.	Name of the Item with specification	Quantity required	Rate(Rs.) MRP, if any	Offer Rate Per Ream (500 Sheets) (in Rs.)	% of GST	Name of Brand
1.	Artee Paper(Textured Matt Finish), 25"x36" size, 130 GSM	08 Reams (1Ream=500 Sheets)				

2. The quantity mentioned is tentative. Procurement will be made on actual requirement basis. Before quoting rate and submission of Quotation, firms may examine the required paper/sample kept in Rota Print Section, 36, G.R.G. Road, behind PHA building. The Paper must be quoted of the reputed Brand and without mentioning the brand name quotation will be rejected.

3. Rates should be quoted on F.O.R. basis(Free delivery at site) and should be valid for a period of **Ninety Days(90)** 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 quoted by the firm and specifications of the Secretariat or else appropriate action may be initiated against the firm.

5. **Sealed Quotation with sample paper(at least in A4 size)** may be submitted by hand in GP Branch, Room No.408, 4th Floor, Parliament House Annexe by **12.05.2022 at 1300 hours** addressed to the undersigned.


(RAKESH KUAMR CHHABRA)
EXECUTIVE OFFICER(GP)
GENERAL PROCUREMENT BRANCH,
NEW DELHI-110001
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