

LOK SABHA SECRETARIAT

FAX: 23010756

(GENERAL PROCUREMENT BRANCH)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

Ref. No. LAFEAS-GPB020(14)/19/2022-GPB

Dated: 26.05.2022

From

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

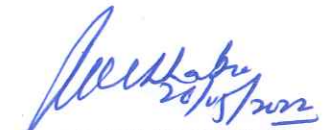
Subject: Procurement of of Lexmark Original/Genuine Color Cartridge for Lok Sabha Secretariat .

Dear Sir,

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

Sl. No.	Description of Toner Cartridges	Qty.	MRP, if any	Offer Rate in Rs.	% of GST
1	Lexmark Color Black Cartridge B223H00, High Yield	15 Nos.			

- The quantity mentioned is tentative. Procurement will be made on actual requirement basis.
- Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for a period of 30 days from the date of awarding the order. Documents like proof of office in Delhi NCR, Pan Card, and GST along with a cancelled cheque may also be attached with the quotation.
- On award of contract/order, the selected firm is bound to supply the material as per specification in **Original within 5 days** or else appropriate action may be initiated against the firm.
- 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 **31.05.2022 upto 1500 hrs.** addressed to the Executive Officer, General Procurement Branch.



EXECUTIVE OFFICER
PHONE NOS. 23034408/4410