

LOK SABHA SECRETARIAT

FAX: 23010756

(GENERAL PROCUREMENT BRANCH) PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

Ref. No. LAFEAS-GPB018(18)/43/2022-GPB

Dated: 15.06.2022

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From

Shalini Nayyar
Executive Officer

To

All Concerned

Subject: Procurement of Crockery, Cutlery and Linen of Good Quality for Lok Sabha Secretariat.

Dear Sir/Madam,

Lok Sabha Secretariat requires following items as sample purpose for the approval of the Competent Authority. The firms having their offices at Delhi / NCR and GST Number may submit samples of branded items of the following three categories on the Company Letter Head.

| Sl. No. | Name of item | Quality | Offer Rate | % of GST |
|---------|---|------------------------|------------|----------|
| 1. | Cutlery (complete set) alongwith Catalogue | Branded | | |
| 2 | Crockery (complete set) alongwith Catalogue | Branded | | |
| 3 | Linen of different colour | Good Quality / Branded | | |

1. Submission of samples in packing are on returnable basis without paying any charge.
2. Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for a period of ninety days more from the date of awarding the order.
3. On award of contract/order, the selected firm is bound to supply the material as per sample approved or else appropriate action may be initiated resulting in blacklisting of the firm.
4. Samples are required to be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 by 27.06.2022 upto 1600 hrs. addressed to the Executive Officer, General Procurement Branch.

Shalini
17/6/22

(SHALINI NAYYAR)

EXECUTIVE OFFICER
PHONE NOS. 23034408/4410