

LOK SABHA SECRETARIAT

FAX:23010756

(GENERAL PROCUREMENT BRANCH)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

Ref. No. LAFEAS-GPB021(11)/2022-GPB

Dated: 23.08.2022

From

Shalini Nayyar
Executive Officer

To

All Concerned

Subject: Extension Letter for the procurement of Metal Fonts of different types for Lok Sabha Secretariat.

Dear Sir,

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

Sl. No.	Description of items	Qty.	Offer Rate	% of GST
1.	36 Point Universal Medium Metal type font	One Complete Font Set =7 kg		
2.	24 Point Universal Medium metal type font	Two Complete Font Sets (6 kg each) =12 kg		
3.	24 Point Universal Medium Condense metal type font	One Complete Font Set =6 kg		
4	18 Point Universal Medium Metal Type Font	Two Complete Font Sets (5 kg each) =10 kg		
5	Quotations 4m	10 kg		
6	Quotations 3m	10 kg		
7	Quotations 2m	10 kg		
8	Quad 18 Point	05 kg		
9	Space 18 Font	05 kg		
10	Space 24 Font	05 kg		
11	Space 36 Font	05 kg		
12	12 Points Brass Rule	4 Feet		

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 ninety days from the date of awarding the order.
4. On award of contract/order, the selected firm is bound to supply the material as per specification or else appropriate action may be initiated against the firm.
5. Quotation may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi – 11 00 01 by 29.08.2022 upto 1600 hrs. addressed to the Executive Officer, General Procurement Branch.

Shalini
23/8/22

(SHALINI NAYYAR)
EXECUTIVE OFFICER
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