

Amended

**LOK SABHA SECRETARIAT**  
**(General Procurement Branch)**

Room No. 408, Fourth Floor,  
Parliament House Annexe,  
New Delhi – 110001

Dated: 13.09.2022

L. No. GPB015/1/2022 GPB

From

Shalini Nayyar  
Executive Officer

To

All concerned

**Subject: Procurement for 'Stainless Steel Tiffin Boxes' for Lok Sabha Secretariat**

Sir/Madam,

I am directed to state the Lok Sabha Secretariat intend to procure **500 nos. Stainless Steel Tiffin Boxes** (containing 3-4 compartments) on **urgent basis**. The firms/companies which have their Office in **Delhi/NCR and GST Number** may quote the rates/prices for the item as per the format given below:

Sl. No.	Description of item	Required Qty.	Offered rates per unit (in Rs.) Exclusive GST	GST Rate in percentage	Name of the Brand
1.	Stainless Steel Tiffin Box (containing 3-4 compartments) with the following inscription/printing (in Hindi): हिन्दी पखवाड़ा राजभाषा प्रभाग लोक सभा सचिवालय	500 Nos.			

- The item is being procured on one time therefore, the rate of item should be valid till the finalization of tender.
- Prices should be quoted on F.O.D. [Destination basis (Free delivery at site)]. Delivery of item shall be made immediately or latest by 20.09.2022
- The Firms are requested to submit the sample of Stainless Tiffin box (Reputed Brand) alongwith their bid, in the price range of Rs 600/- to Rs. 650/- including GST.
- Item to be supplied should be genuine and sealed. If the item is found to be of a substandard (inferior quality)/substitute and not conforming to the specifications of the approved sample, the bidders/firm will not only have to replace the same with genuine ones but they are also liable to be blacklisted.
- No advance payment will be made for the supply of goods. Payment will only be released after submission of pre-receipted bill.
- You are requested to submit quotation along with sample of item mentioned above in Room No. 408, Parliament House Annexe, New Delhi under sealed cover immediately or latest by 14/09/2022 (up to 1600 Hours). Quotations received without sample and after due date and incomplete quotation will not considered.
- Lok Sabha Secretariat will have full and final authority to reject any/all offer (s) without assigning any reason thereof.

Yours sincerely,  
*Shalini Nayyar*  
EXECUTIVE OFFICER  
Tel. Nos. 2303 4410