

LOK SABHA SECRETARIAT

(GENERAL PROCUREMENT BRANCH)

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001 **Revised**

23.09.2022

F. No. LAFEAS-GPB029/22/2022-GPB

From

Shalini Nayyar,
Executive Officer

To

All Concerned

Subject : Quotation for Preparation of Flexi Standees for the use of Lok Sabha Secretariat

Dear Sir/Madam,

Lok Sabha Secretariat required the following item as one time procurement. The dealing firms interested and having their office at Delhi/NCR and holder of GST Number may quote the rate of items as per following:

| Sl. No. | Details of the item | Specification | Quantity | Offered rate per unit (without GST) | % of GST extra (if any) | Amount (in Rs. (including GST)) |
|---------|---|---|----------|-------------------------------------|-------------------------|---------------------------------|
| 1 | Flexi Standee (Sturdy quality) (For permanent display in Central Hall of Parliament/PLB) (Matter for two attached herewith. Remaining two will be forwarded later). | Size, 6'x2.5' Best quality Base size minimum 6" to 7" | 04 Nos. | | | |

2. The items mentioned above are recurring items and the quantities mentioned are tentative. Procurement will be made on actual requirement basis.

3. Rate should be quoted on F.O.R. basis free delivery at site and should be valid for a period of 90 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 requirement/specification of the Secretariat.

5. L1 quoted firm is informed that the item will be installed permanently. The firm have to change the flex when required by the Secretariat on rotation basis and failing which, appropriate action may be initiated against the firm.

6. **Sealed Quotation** may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi by **26th September, 2022 (upto 1500 hrs.)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi – 110001. Quotation received after due date and incomplete quotation will not be considered.

7. Lok Sabha Secretariat will have full and final authority to reject any/all offer(s) without assigning any reason thereof.

Yours faithfully,



(SHALINI NAYYAR)
EXECUTIVE OFFICER

Tel. No. 23034408/23034410