

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

FAX: 23010750

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001
Room No. 408, Fourth Floor,
Parliament House Annexe,
New Delhi - 110001

L. No. GPB031/29/2022 GPB

Dated: 09.11.2022

From

Shalini Nayyar
Executive Officer

To,

All concerned

Subject: Procurement of Backpack Trolley Bags and Pens for PRIDE, Lok Sabha Secretariat.

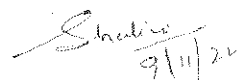
Sir/Madam,

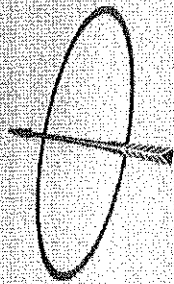
I am directed to state that the Lok Sabha Secretariat intend to laminate photographs (Wooden lamination) of varying sizes on urgent basis. The firms/companies which have their Office in Delhi/NCR and GST Number may quote the rates/prices for the item as per the format given below:

Sl. No.	Description of item	Required Qty.	Offered rates per unit (nos. (in Rs.) Exclusive GST	GST Rate in percentage
1	Backpack Trolley Bags	75		
2	Pens (As per sample)	75		

- The items mentioned above are recurring item and the quantity mentioned is tentative, procurement will be made on actual requirement basis. **Delivery of item shall be made immediately or by 11/11/2022.**
- Prices should be quoted on F.O.D. [Destination basis (Free delivery at site)]. **Delivery of item shall be made immediately from the date of Work Order.**
- If work undertaken is found to be of a substandard (inferior quality)/substitute and not conforming to the required specifications, 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.
- Sealed Quotation with sample** may be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi by **09.11.2022 (upto 1700 hrs.)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi - 110001. Quotation received after due date and without sample will not be considered.
- Lok Sabha Secretariat will have full and final authority to reject any/all offer (s) without assigning any reason thereof.

Yours sincerely,

EXECUTIVE OFFICER
Tel. Nos. 2303 4410

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EST. 1888

