

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

FAX 23010756

PARLIAMENT HOUSE ANNEXE  
Room No. 408, Fourth Floor,  
Parliament House Annexe,  
New Delhi – 110001  
Dated: 12.10.2022

L. No. GPB036/70/2022 GPB

From  
Under Secretary  
General Procurement Branch

To  
All concerned

**Subject: Procurement of various consumable items for Lok Sabha Secretariat**

Sir/Madam,

I am directed to state the Lok Sabha Secretariat intends to procure the following items on **urgent basis**. The firms/companies which have their Office in **Delhi/NCR and GST Number** may quote the rates/prices for the items 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	Uniball (Eye Micro) Blue	100 Nos.			
2	Uniball AIR Micro Pen (Blue) (Sample attached)	30 Nos.			
3	Uniball AIR Micro Pen (Black) (Sample attached)	30 Nos.			
4	Scissors (Small size, Sample Attached)	20 Nos.			
5	Scale Small	20 Nos.			
6	Rollerball Pens (Blue)(Schneider Rollerball Pens Set, 0.6 mm)	30 Nos.			
7	Paint Brush (Sample Attached)	10 Nos.			
8	Stainless Steel Mouse Trap Cage (Sample Attached)	10 Nos.			

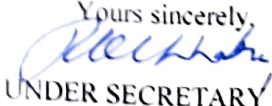
2. The items are being procured on one time basis and therefore, the rate of item should be valid till the finalization of tender. Prices should be quoted on F.O.D. [Destination basis (Free delivery at site)]. Delivery of item shall be made immediately or latest by 17.10.2022.

3. Items 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/firms will not only have to replace the same with genuine ones but they are also liable to be blacklisted. If the item is found to have been quoted price beyond MRP, the firm will be excluded from further bidding process.

4. No advance payment will be made for the supply of goods. Payment will only be released after submission of pre-receipted bill.

5. You are requested to submit quotation in by email at [GPB-LSS@SANSAD.NIC.IN](mailto:GPB-LSS@SANSAD.NIC.IN) OR by hand in Room No. 408, Parliament House Annexe, New Delhi under sealed cover immediately or latest by 14/10/2022 (up to 1300 Hours). Quotations received after due date and incomplete quotation will not considered.

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

Yours sincerely,  
  
UNDER SECRETARY  
Tel. Nos. 2303 4408



**Uniball AIR Micro Pen**

Uniball Air Micro Pen Combo Set (2 Black + 2 Blue Pens) - (UBA 188 M)



**Set of three**

**Product details**

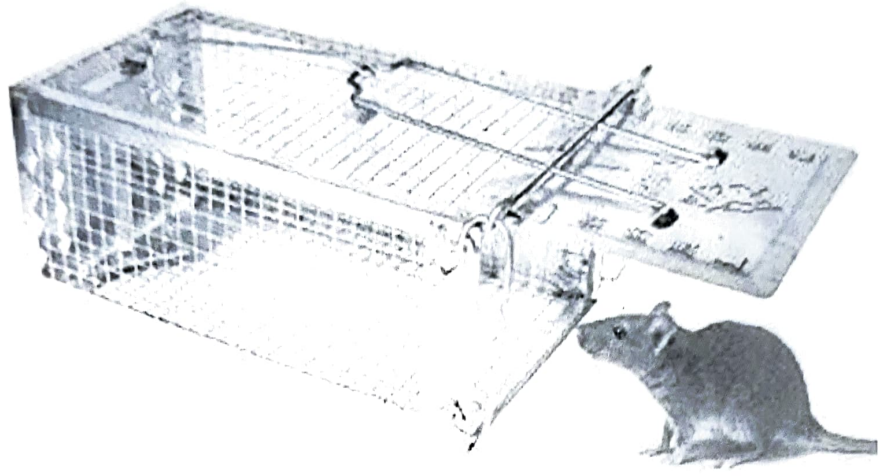
Colour	Multicolour
Material	Stainless Steel
Brand	Petals
Blade Material	Stainless Steel
Item Dimensions LxWxH	6.4 x 8.8 x 31.6 Centimeters
Style	Sharp, Multipurpose



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**Good quality with long handle**

Either ① or ②



**Stainless Steel Mouse Trap Cage**