

LOK SABHA SECRETARIAT

FAX: 23010756

(General Procurement Branch)

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

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

L. No. PSS-OP-DTW/19/2022-PSS(OPS)

Dated: 23.12.2022

From

R. K Chhabra
Under Secretary

To,

All concerned

Subject: Procurement of 10000 Plastic pouches.

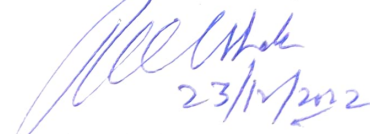
Sir/Madam,

I am directed to state that the Lok Sabha Secretariat intends to procure 10000 plastic pouches 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	Plastic pouch (as per sample)	10,000		

- 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 05/01/2023.**
- 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..
- You are requested to submit quotation for the items mentioned above in **Room No. 408, Parliament House Annexe, New Delhi in sealed cover (with sample) immediately or latest by 30/12/2022 (up to 1500 Hours)**. Quotations received 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,



UNDER SECRETARY
Tel. Nos. 2303 4410