

**LOK SABHA SECRETARIAT  
(GENERAL PROCUREMENT BRANCH)**

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

L. No. 018/18/74/2021-GPB

Dated: 18.08.2021

From

Rakesh Kumar Chhabra  
Executive Officer

To,

(All concerned)

**Subject: Quotation for Polycarbonate Suitcases/Trolley Suitcases to Lok Sabha Secretariat.**

Sir/Madam,

I am directed to state that Lok Sabha Secretariat intends to procure **2 units Polycarbonate Suitcases/Trolley Suitcases** on urgent basis. The firms/companies having their Offices in **Delhi/NCR and GST Number** may quote the rate for the item as per the format given below:

Description of item	Qty.	Offered Make/ Model No. and size	MRP per Unit / (in Rs.)	Offered rate per unit (in Rs.)	GST Rate in percentage	Warranty Period
Polycarbonate Suitcases/Trolley Suitcases, Length - 80 cms, Width - 35 cms & Breadth - 50 cm (Make-American Touristor, VIP and Aristocrat)	2 nos.					

2. **The item is procured on recurring basis as and when demand arises. Therefore, the rate of item should be valid for a minimum period of 90 (ninety days) from the date of awarding the order.**

3. Prices should be quoted on F.O.D. [Destination basis (Free delivery at site)]. **Delivery of items shall be made immediately from the date of Work Order.**


4. Items to be supplied should be genuine and sealed. If any item is found to be of a substandard (inferior quality)/substitute and not conforming to the required specifications, the bidders/firms will not only have to replace the same with genuine ones but they are also liable to be blacklisted.

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

6. You are requested to submit quotation for the item mentioned above in **Room No. 408, Parliament House Annexe, New Delhi** in a sealed cover envelopes or through **e-mail GPB-LSS@SANSAD.NIC.IN immediately or latest by 19 August, 2021 (up to 1500 Hours)**. 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 sincerely,

  
**EXECUTIVE OFFICER**  
Tel. Nos. 2303 4408  
2303 4410