

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

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

L. No. GPBO22/15/2022-GPB

Dated: 07.11.2022

From

**Shalini Nayyar
Executive Officer**

To,

(All concerned)

Subject: Quotation for supply of Sanitary and Other Items to Lok Sabha Secretariat.

Sir/Madam,

I am directed to state that Lok Sabha Secretariat intends to procure **Sanitary and Other Items**. The complete specification along with quantity of items to be procured is at **Annexure**.

2. The firms/companies having their Offices in **Delhi/NCR and GST Number** may quote the rates/prices for the items mentioned at **Annexure** under sealed cover through **BY HAND immediately or latest by 10th November, 2022 (up to 1600 Hours) in Room No. 408, Parliament House Annexe, Lok Sabha Secretariat, New Delhi**. Quotation received after due date and incomplete quotation will not be considered.

3. The required quantity of Quoted item must be readily available with the firm so that same could be supplied by the firm on 15.11.2022 positively

4. Prices should be quoted on F.O.D. [Destination basis (Free delivery at site)]. Delivery of items shall be made immediately.

5. 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.



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

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**

ANNEXURE

Sl. No.	Brief Item Name	Description of items	Qty.
1	Harpic Toilet Cleaner	1 ltr.	70 nos.
2.	Dettol Liquid Hand Wash	900 ML bottle with Dispenser	50 nos.
3.	Dettol Liquid Hand wash	200 ML bottle in pick with Dispenser	50 nos.
4.	Vim Dish Wash Bar	200 gms	70 nos.
5.	All out Refill	45 night	100 nos.
6.	555 Detergent Powder	In 1 kg pack	25 kgs.
7.	Duracell Ultra AA Alkaline Battery	--	60 nos.
8.	Duracell Ultra AAA Alkaline Battery	Duracell Ultra AAA Alkaline Battery 1.5V LR03	80 nos.
9.	Prill Dish wash Liquid	750 ML	30 nos.
10	Odonil	100 gms	60 nos.
11	Seekh Jhadu	400 gms	60 nos.
12	Tissue Paper Box	Premier, 100 pulls, 2 ply	150 nos.
13	Steel Dustin	20 ltr. 	15 nos.
14	Black Hit Spray	400 ML	50 nos.
15	Red Hit Spray	400 ML	20 nos.
16	Room Freshener Spray	Ambipur, 275 gm	80 nos.
17	Black Garbage Bag (big)	Size L -12 inch x H-26 inch x 4 inch best quality	100 nos.
18	Black Garbage Bag (small)	Size L-24 inch x H-36 inch	200 nos.
19	Face Towel, Small	White, size 12 inch x 12 inch	80 nos.
20	Scotch Brite Plastic Scrubber	---	100 nos.
21	Phenyl	Gainda Brand, 5 ltr. jar	04 jar
22	Dry Mp with stick		25 nos.
23	Scissors (Small)	Small, Length -13 cm, Munix	10 nos.
24	Kitchen Duster (Yellow)	Size 20 inch x 20 inch, Cotton Cloth, Good Quality	50 nos.
25	Plastic Dustbin	50 ltr	05 nos.
26	Dettol Antiseptic Liquid	500 ML	15 nos.

Note: Items are required immediately.

**Signature of the bidder with seal
Name of the Authorized Signatory.....**

Designation.....

Name of the firm.....

Full Address.....

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Contact No.....