

**LOK SABHA SECRETARIAT**

(General Procurement Branch)

FAX: 23010756

PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110001

No. 017(18)/20/2021-GPB

Dated: 12<sup>th</sup> August, 2021

From,

**Bhuvnesh Kala  
Under Secretary**

To

**All Concerned**

**Sub.: Quotation for Procurement of Name Cube (Acrylic) for use of Lok Sabha Secretariat.**

Dear Sir,

Lok Sabha Secretariat require following items as one time procurement. The <sup>dealing</sup> firms interested and having their offices at Delhi / NCR and Holder of GST Number may quote the rate of items as per specifications and format given below:

Sl. No.	Details of the item	Quantity (in Unit)	Brand (if any)	MRP (if any)	Offered Rate (per Unit)	% of GST
1.	Acrylic Name Cube - As per sample size: Length 10 inch, Height - 4 inch, Base - 2.5 inch or more, Thickness - 2 mm or more	100 Nos.				

- The quantity mentioned is tentative. Procurement will be made on actual requirement basis.
- The firm must quote the Brand name. Quotation without mentioning the brand name may not be considered.
- Rates should be quoted on F.O.R. basis (free delivery at site) and should be valid for a period of **90 days** from the date of awarding the order.
- On award of contract/order, the selected firm is bound to supply the material as per sample/requirement/specification or else appropriate action may be initiated against the firm.
- Quotation may be submitted either by hand in sealed envelope in Room No. 408, 4<sup>th</sup> Floor, Parliament House Annexe, New Delhi-110 001 by **13<sup>th</sup> August, 2021 (upto 1600 hours)** addressed to the Executive Officer, General Procurement Branch, Parliament House Annexe, New Delhi-110001 or by email to **gpb-lss@sansad.nic.in** (or say **GPB-LSS@SANSAD.NIC.IN**).

*Image Sample attached.*

  
**Under Secretary**  
12.8.21  
☎: 23034408/ 4410

## **Name Cube (Sample)**

**Specification :**    **Length - 10 inch**  
                          **Height - 4 inch**  
                          **Base of the Name Cube - 2.5 inch or more**

**Thickness of the**  
**Acrylic Material - 2 mm or more**

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