

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

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

L. No. GPB015/1/2022 GPB

Dated: 19.09.2022

From

Shalini Nayyar  
Executive Officer

To

All concerned

**Subject: Procurement for 'Stainless Steel Tiffin Boxes' for Lok Sabha Secretariat**

Sir/Madam,

I am directed to state the Lok Sabha Secretariat intend to procure **600 nos. Stainless Steel Tiffin Boxes** (containing 3-4 containers) on **urgent basis**. The earlier quotations for the procurement of the said item *vide* tender notice dated **09.09.2022 and 13.09.2022 stand cancelled**. 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 (in Rs.) Exclusive GST	GST Rate in percentage	Name of the Brand
1.	Stainless Steel Tiffin Box (containing 3-4 containers) with the following inscription/printing (in Hindi): <b>हिन्दी पखवाड़ा राजभाषा प्रभाग लोक सभा सचिवालय</b>	600 Nos.			

- The item is 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 **23.09.2022**.
- The Firms are requested to submit the sample of Stainless Tiffin box (Reputed Brand) alongwith their bid, in the price range of Rs 600/- to Rs. 650/- including GST.
- Item 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.**
- 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 along with sample of item mentioned above in **Room No. 408, Parliament House Annexe, New Delhi under sealed cover immediately or latest by 20/09/2022 (up to 1600 Hours)**. Quotations received without sample and 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,

*Shalini*  
19/9/22

EXECUTIVE OFFICER  
Tel. Nos. 2303 4410



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