

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

08.10.2022

F. No. LAFEAS-GPB029/24/2022-GPB

From

Under Secretary
Lok Sabha Secretariat

To

All Concerned

Subject : Quotation for Preparation of Flex Banners for the use of Lok Sabha Secretariat

Dear Sir/Madam,

Lok Sabha Secretariat requires the following item one time procurement on **urgent basis**. The dealing firms having their office at Delhi/NCR and holder of GST Number may quote the rate of item as under:

Sl. No.	Details of the item	Specification/ size	Quantity & PRICE Range of Banner	Offered rate per unit (without GST)	% of GST extra (if any)	Total Amount (in Rs. (including GST))	Installation charges, if any
1	Flex Banners (Matter to be printed on the banner will be provided later on)	6'x4'	Total 6000 Nos. (Approx.)				
		6'x3'	PRICE RANGE within Rs. 200/- including GST per banner				
		6'x2.5'					

2. The items mentioned above are recurring items and the quantities mentioned are tentative. Procurement will be made on actual requirement basis.

3. Rate should be quoted on F.O.R. basis free delivery at site i.e. in **KOTA, Rajasthan** and should be valid for a period of 60 days from the date of awarding the order.

4. On award of contract/order, the selected firm is bound to supply **the material as per requirement/specification of the Secretariat**.

5. It is also intimated that **Physical samples of banners will also be shown immediately on 09.10.2022 by 1200 hrs. by the selected firms whose samples of pictures of banners has been selected by the Competent Authority.**

6. **L1 quoted firm have to be supplied the said item in Kota and failing which, appropriate action may be initiated against the firm.**

7. **Quotation along with physical samples** may also be submitted by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi **by 09.10.2022 (upto 1200 hrs.)** or by email address at GPB-LSS@SANSAD.NIC.IN addressed to the **Under Secretary (GP), General Procurement Branch, Parliament House Annexe, New Delhi – 110001**. Quotation received after due date and incomplete quotation will not be considered.

8. Lok Sabha Secretariat will have full and final authority to reject any/all offer(s) without assigning any reason thereof.

Yours faithfully,

Sd/-

**UNDER SECRETARY
Tel. No. 23034408/23034410**