

LOK SABHA SECRETARIAT

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GENERAL PROCUREMENT BRANCH

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001

F. No. LAFEAS-GPB017/1/2021-GPB

Dated 20.07.2021

From

**Rakesh Kumar Chhabra
Executive Officer**

To

All concerned


Subject: Procurement of Super Sunshine Printing Paper (White) size, 23"x36" GSM 80

Sir/Madam,

Lok Sabha Secretariat requires following item on urgent basis. Firms having their offices at Delhi/NCR and GST Number Holder may quote the rate of item, as specifications and forma given below:

Sl. No.	Name of the Item with specification	Quantity required	Rate (Rs.) MRP, if any	Offer Rate Per Ream (in Rs.)	% of GST
1.	Super Sunshine Printing Paper (White) size, 23"x36" GSM 80	15 Reams			

- The Item is recurring item and quantity mentioned is tentative. Procurement will be made on actual requirement basis. Before quoting rate of the item, interested firm(s) may visit in General Procurement Branch to examine/verify the sample of item/Paper required for the Secretariat.
- The Paper must be quoted as required Brand. Quotation without mentioning the brand name will be rejected.
- Rates should be quoted on F.O.R. basis (Free delivery at site) and should be valid for a period of Ninety Days(90) from the date of awarding the order.
- On award of contract/order, the selected firm is bound to supply the material as per Brand quoted by the firm and size and specifications of the Secretariat or else appropriate action may be initiated against the firm.
- Sealed Quotation with sample (small piece of quoted paper) may be submitted through email at gpb-lss@sansad.nic.in or by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110001 **by 26.07.2021 (upto 1700 hours.)** addressed to the Executive Officer, General Procurement Branch, Room No. 408, Parliament House Annexe, Lok Sabha Secretariat-110001.


(RAKESH KUMAR CHHABRA)
EXECUTIVE OFFICER,
PHONES:23034408/23034410