

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

ROOM NO. 408,  
PARLIAMENT HOUSE ANNEXE,  
NEW DELHI - 110001

March 07, 2016

No. 31/1/2016/GPB

From

K.C. Pandey,  
Under Secretary

To

(All concerned)

**Subject: Procurement of two new blades (imported) for Cutting Machine, 42"  
(Motorized).**

Sir/Madam,

I am directed to state that two new blades (imported), Size 52" x 5" and 3 sut for cutting machine 42" (motorized) is proposed to be purchased by Lok Sabha Secretariat immediately.

2. You are requested to submit quotations for the above item in Room No. 408, Parliament House Annexe, New Delhi under sealed cover immediately or latest by 14 March, 2016. Quotations received after that date will not be considered.
3. The bidder shall inspect the sample of blades at Bindery Section, Lok Sabha Secretariat 36, GRG Road, New Delhi – 110001 (Tel. No. 2303 4281 & 2303 4283) before quoting rates and shall have to mention complete specification of blade in its bid.
4. The rates quoted by the firms should be valid for minimum 60 days from the date of opening of quotation.
5. Quotation should be comprised of (i) Price of Item (*rate should not be inclusive of VAT/ST*); (ii) Rate of VAT/ST, if any (*should be quoted separately*) (iii) Warranty and Warranty Period; (iv) Terms of Payment; (v) Validity of Rates; and (vi) Terms of Delivery. **Incomplete and conditional quotation shall summarily be rejected.**
6. This Secretariat reserves the right to place order for all, any one or none of the item depending upon the price quoted for item by the firm (s). In case a firm, after quoting the price, declines to supply the item for which they have quoted rate, the name of such a firm is likely to be **BLACKLISTED**.

Yours sincerely,

  
7.3.2016  
**UNDER SECRETARY**  
Tel. No. 2303 4408  
2303 4410