

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110001

(GENERAL PROCUREMENT BRANCH)

Ref.:GPB018(18)/73/2018

Dated 19.12.2018

From

Nagendra Suman  
Executive Officer  
General Procurement Branch

To

All Concerned

Subject: Procurement of Handmade Paper Folder for Lok Sabha Secretariat.

Dear Sir,

Lok Sabha Secretariat require Handmade Paper Folder (as per sample) as one time procurement. The firms interested and having their offices at Delhi / NCR may quote the rate of the item as per specifications and format given below:

Sl. No.	Name of the item	Qty.	Offer rate with % of GST
1	Handmade Paper Folder (as per sample)	5000 Nos.	

2. Firms are requested to quote rate of the item only after examining the sample available with General Procurement Branch on any working day from 20.12.2018 to the last date i.e. 02.01.2019. Firms are also requested to submit an Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees five thousand only) in the name of the DDO, Lok Sabha.

3. Quotation may be submitted by hand in Room No. 408, 4<sup>th</sup> Floor, Parliament House Annexe, New Delhi – 110001 by 02.01.2019 addressed to the Executive Officer, General Procurement Branch. Submission of quotation without EMD will be rejected.

  
19/12/18  
EXECUTIVE OFFICER  
Phone No. 23034410