

QUOTATION CALL NOTICE

Sealed Quotations are invited by the undersigned from the reputed printing presses/firms having valid PAN/TIN/ITCC etc. and interested in supply the following printed materials to examination section in the premises of VSSUT, Burla on the terms and conditions as mentioned below. The quotation along with all relevant documents has to reach the office of the undersigned latest by 5 PM of 15/11/2015 by regd. Post/Speed Post only.

The quotation cover should be superscribed as "QUOTATION FOR PRINTED MATERIALS FOR OFFICE OF THE CONTROLLER OF EXAMINATION". Quotations received beyond the above date line are liable to be rejected.

Normally the quotation with lowest price will be accepted. The quotationer whose offer will be accepted by the University authority shall have to supply the printed materials within thirty days of issue of the purchase order.

Any litigation shall be subject to the jurisdiction of Sambalpur town only. The University authority reserves the rights to accept or reject any or all quotations without assigning any reason thereof.

LIST OF MATERIALS

Sl	Description of printed materials	Quantity	Remarks
01	Mid Semester Answer Script	50000 nos	
02	End Semester Answer Script	50000 nos	
03	Additional Answer Scripts	10000 nos	
04	Record for Temporary Absence Form No. 7	2000 nos	
05	Statement of the answer book issued Form-09	5000 nos	
06	Examiners Report Form No-10	3000 nos	
07	Particulars about the Question paper - 13 B	10000 nos	
08	Particular about the Question paper - 13 A	5000 nos	
09	Question paper setter examinations (Theory/Sessional) Form No-15	3000 nos	
10	Remuneration Sessional/Practical/Project/Comp Viva-Voce Form No-1	5000 nos	
11	Report of malpractice Form No-24	3000 nos	
12	Mak foil Theory paper - Form 11A, 11B	3000 nos + 3000 nos = 6000 nos	
13	Meeting of Conducting Board Form No-3	3000 nos	
14	Board of conducting examiners Form No-4	3000 nos	
15	Envelope - Small size 27" x 12" 1	2000 nos	
16	Envelope - Medium size 31" x 15"	5000 nos	
17	Question paper envelope (Laminated) 36" x 26"	5000 nos	
18	Envelope Big size (Cloth Binding) 36" x 26"	5000 nos	

TERMS AND CONDITIONS

01. The Quotationer must quote the contact price in the quotation and the cost of the printed materials should be inclusive of all taxes.
02. The Quotationer shall quote quality specifications if any, of the printed materials, unit price and taxes and other duties leviable, if any on the cost separately.
03. The selected Quotationer shall be required to supply the articles within 30 days of receipt of the purchase order failing which the purchase order shall be liable to be cancelled.

Sd/-Registrar

Memo No. VSSUT/EXAM/ /2015 Dated

Copy forwarded to PA to VC for kind information of Hon'ble Vice-Chancellor.

Registrar

Memo No. VSSUT/EXAM/ /2015 Dated

Copy forwarded to COF/Dean, AA/SO, Accounts/SO, Establishment for information

Registrar

Memo No. VSSUT/EXAM/ /2015 Dated

Copy forwarded to the D.M & Collector, Sambalpur / District Public Relation Officer, Sambalpur with a request to affixure of the notice in the notice board for wide publicity.

Registrar

Memo No. VSSUT/EXAM/ /2015 Dated

Copy sent to the University Notice Board for affixure and to the Prof. In-Charge , University website with a request to hoist the quotation call notice in the University website www.vssut.ac.in for publicity.

Registrar

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Copy of the notice is sent to the following firms who are known to have earlier supplied the above items to VSSUT, Burla or to any other organizations of repute on satisfactory terms and conditions.

Registrar