

POST GRADUATE COUNCIL

Sambalpur University

JYOTI VIHAR-768019, SAMBALPUR, ODISHA
Phone & Fax (Off.): (0663)2430776, e mail ID: pgco@suniv.ac.in

No. 382 /PGCO

Date: 18/7/18

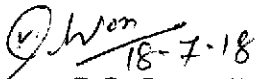
QUOTATION CALL NOTICE

Sealed quotations are invited item wise as mentioned below from interested firms / event management firms having adequate experience and valid GST registration certificate, PAN card, service tax etc. in connection with Orientation/Induction Programme of the University to be held during the 1st week of August, 2018.

The Items are:

- 1) Plastic Folders - 1900 Nos. approx.
- 2) Printing of Yearly Calendar of P.G. Departments (from July, 2018 to December, 2018) - 1900 Nos.
- 3) Banners 10'x7' (rate should be quoted per Sqft. – 3 Nos.
- 4) Decoration of Auditorium including Sound System
- 5) Refreshment for 2000 persons approx. (rate should be quoted item wise)

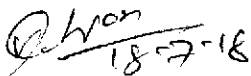
The sealed quotation should reach the office of the undersigned on or before 26th July, 2018 by Speed/Regd. Post. The quotationer/his representative may remain present at the time of opening of quotation at 3:00 P.M. on 27th July, 2018. The detail list of items, terms and conditions / specifications can be had from P.G. Council, Sambalpur University in person on any working day during office hours from the University website: www.suniv.ac.in


Chairman, P.G. Council

Memo No. 383 /PGCO

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Copy to the Edition-in-Charge / The Editor, The Samaj with a request to publish the quotation call notice in one issue of all Odisha edition of their daily on or before **20.07.2018** within minimum size and submit bills-in-duplicate as per Government approved concessional rate applicable to educational institutions along with full sheet of publication to the undersigned for payment.


Chairman, P.G. Council

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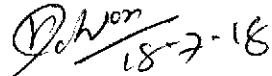
Copy forwarded for information and necessary action to:-

- (i) Comptroller of Finance, Sambalpur University.
- (ii) P.A. to Registrar, Sambalpur University.
- (iii) Dy. Director, e-Governance Nodal Centre for uploading on the University website.
- (iv) Notice Board.


Chairman, P.G. Council

Details of Terms and Conditions

1. The rate should be inclusive of all charges except GST. The GST must be indicated separately.
2. Price of each item should be quoted unit wise.
3. GST Registration Certificate/PAN Card (Xerox Copy) certificate, copies of similar orders executed in reputed institution should be submitted along with the quotation.
4. Adequate skilled man power must be deployed onsite for smooth operation of the devices during the program. The University Authority will not be held responsible for any type of eventuality if occur.
5. Furniture, fixtures & other materials required for event will be supplied by the firm ordered. Breakage, if any, found in connection with the decoration and other program preparation would be borne by the selected firm.
6. Payment will be made after successful & satisfactory completion of all work and after submission of bills in duplicate by the firm.
7. 2% EMD of the total quoted value to be deposited in shape of Bank Draft from any Nationalized Bank in favor of Chairman, P.G. Council, Sambalpur University payable at Jyoti Vihar, Burla which is refundable to unsuccessful bidder after finalization of purchase & successful bidder after completion of work. The quotation without EMD will not be taken into consideration & it should be complete in all respect.
8. No extra cost will be allowed for any extra item, if provided by the firm.
9. The University authority reserves the right to reject or accept any or all quotations without assigning any reason thereof.


18-7-18
Chairman, P.G. Council