



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA  
SAMBALPUR (ODISHA) – 768018

CALL FOR QUOTATIONS FOR OFFICE ITEMS

No. VSSUT/CSP/ 1854

Date 23/05/17

Sealed Quotations are hereby invited from all registered Indian Firms/Supplier/Dealers having up-to-date Income and Sale Tax clearance interested in supply of Office Items at the premises of VSSUT, Burla. The details of quotation including terms and conditions of supply are available in the website, [www.vssut.ac.in](http://www.vssut.ac.in).

  
(REGISTRAR)

Copy to: VSSUT/CSP/1855(20)/17

Dt. 23/05/17

1. M/s. Display Lines, 219, Saheed Nagar, Bhubaneswar-751007. with request to publish the above advertisement in one issue of the all Orissa daily edition of *The Samaj* on or before 23.05.2017 at the I&PR approved/lowest rates. The bill may be sent in triplicate along with a copy of the paper in which the publication is made.
2. University Notice Board.
3. The Dean, Faculty & Planning with a request to display the advertisement in University website [www.vssut.ac.in](http://www.vssut.ac.in).
4. All HODs of VSSUT, Burla for information with request for wide circulation
5. The Comptroller of Finance for information & necessary action.
6. PA to V.C for kind information of Vice-Chancellor, VSSUT, Burla
7. PA to Registrar for kind information of Registrar, VSSUT, Burla

Sankar  
hr  
23/5/17

**Description of Office Items**

SN	Description of Materials	SN	Description of Materials
1	Alpin	14	Markin cloth
2	James Clip	15	Bond Register, 144 pages
3	Stapler M/C No. 10, Kangaroo	16	Bond Register, 160 pages
4	Stapler M/C No. 24, Kangaroo	17	Bond Register, 240 pages
5	Stapler pin No. 10, Kangaroo	18	File Cover
6	Stapler pin No. 24, Kangaroo	19	File Board
7	Punching Machine (Single hole)	20	Four fold File cover
8	White Dustless Chalk (IZEN 100pc)	21	Envelop (4.5"x10")
9	Coloured Dustless Chalk (IZEN 100pc)	22	Envelop (10"x12") Laminated
10	Correction Pen	23	Envelop (12"x14") Laminated
11	Gum pot 700ml Camel	24	Brown Cello tap 2"
12	Duster for Black board	25	Xerox paper JK Copier A4 size, 75 gsm (Red Cover)
13	Dustbin (Plastic, reputed brand) 11" x 10" size		

*N.B.- In case of Imported goods, the Custom Duty included in the offer should be indicated and also the CIF value of the articles.*

**Terms & Conditions:-**

1. The sealed quotations shall reach the undersigned within the **office hour on or before 06.06.2017 by speed post/registered post** only. Quotations received beyond this date & times are liable to be rejected.
2. "Quotation for Central Store and Purchase" must be super scribed on the sealed envelope.
3. The undersigned reserves the right to accept or reject any/all quotations without assigning any reason thereof.
4. The quotationer shall quote quality specifications of the materials, unit price and taxes and other duties leviable if any, on the cost separately.
5. Period of warranty of service/replacement, if any shall be indicated clearly.
6. The quotationer shall be required to supply the articles within 30 days of the purchase order at the premises of VSSUT, Burla, failing which the purchase order shall be liable to be cancelled.
7. 100% payment against delivery of the materials in good condition at our site with successful demonstration.

  
 REGISTRAR