



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

ବୀର ସୁରେନ୍ଦ୍ର ସାଏ ବିଶ୍ୱବିଦ୍ୟାଳୟ

(Established by Govt. of Odisha in 1956 & Upgraded in 2009 to A State Govt. University Covered Under Section 2(f) & 12 (B) of UGC Act.)

P.O : Engineering College, Burla (Siddhi Vihar), Dist : Sambalpur Odisha -768018, INDIA

Ph : 0663-2430211, Fax : 0663-2430204 Website : www.vssut.ac.in

No. VSSUT/CSP/ 198/2024

Date: 24/01/2024

QUOTATION CALL NOTICE

Sealed quotations are invited from all registered Firms/Suppliers/Dealers/Agencies having valid PAN and GST registration certificate for supply of A4 Xerox Paper (75 GSM Plain Copier Paper) at the premises of VSSUT, Burla.

The interested firms may download the details from the University website and submit the quotations to the undersigned latest by 07.02.2024 through registered/speed post only. The envelope containing the quotations must be super scribed "Xerox Paper - CSP" at the left hand top corner.

The details of the advertisement along with terms and conditions are available in the University website www.vssut.ac.in

REGISTRAR

Memo No. VSSUT/CSP/ 199/2024

Date: 24/01/2024

Copy to:

1. The Director I&PR Department, Govt. of Odisha, Bhubaneswar for information with a request to publish the above advertisement in one issue of all Odisha daily edition of The Samaj using minimum space at I&PR approved/lowest rates on or before 25.01.2024. The bills may be sent to the Comptroller of Finance, VSSUT, Burla -768018 in TRIPLICATE along with copies of the paper in which the publication is made, for necessary payment.
2. The University/ Department Notice Board for publicity.
3. Dean F&P, with a request to hoist the quotation call notice in the University web site www.vssut.ac.in for wide publicity.
4. The Comptroller of Finance for information and necessary action.
5. PA to VC for information of Hon'ble Vice Chancellor.

REGISTRAR

Terms & Conditions:

1. The undersigned reserves the right to accept or reject any/all quotations without assigning

Specifications of general office stationery		
Sl. No.	Description of items	Quantity
01	A4 Xerox Paper (JK Plain Copier Paper 75 GSM) Number of sheets in a ream/packet: 500	800 pkts

any reason thereof.

2. The Firms/Suppliers/Dealers/Agencies shall quote quality specifications, of the materials, unit price and taxes on the cost. Any increase in price/taxes and other duties/levies after the date of purchase order shall be to the supplier's account. However, the supplier shall pass on benefit of any decrease in price/taxes/levies to the University.
3. Period of warranty of service/replacement, brand of the items, if any, shall be indicated clearly.
4. Each quotationer shall submit only one quotation to be supplied.
5. The Firms/Suppliers/Dealers/Agencies shall be required to supply the materials within 15 days of the purchase order failing which the purchase order shall be liable to be cancelled.
6. The purchase committee will evaluate and compare the quotations determined to be substantially responsive, i.e. which are properly signed and conform to the terms and conditions and specifications.
7. GST will be quoted separately for the items, if required.
8. The quotationer, whose quotation is accepted, will be notified of the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
9. 100% payment against delivery of the materials in good condition and as per specifications at our site. Any loss or damage in transit will be at the supplier's risk.
10. Sealed quotations are to be submitted/delivered at the address mentioned below:

**The Registrar,
Veer Surendra Sai University of Technology, Burla
P.O. Engineering College Burla
Dist. Sambalpur -768018, Odisha.**

11. Any dispute arising out of the deal shall be subjected to the jurisdiction of the Court of Sambalpur in the state of Odisha.

Memo No. VSSUT/CSP/

Dated

REGISTRAR

Copy to:

1. Dean F&P for uploading to the University website.
2. COF for information and necessary action.
3. PA to VC for information of the Hon'ble Vice Chancellor.

REGISTRAR