



# FAKIR MOHAN UNIVERSITY

## DR. H.K MAHATAB LIBRARY

VYSA VIHAR, NUAPADHI, MITRAPUR, BALASORE, PIN-756089  
Tele No(s):06782-295949 (New Campus), 06782-241839 (Old Campus),  
email:hkmahatblibraryfmu@gmail.com

No: FMU-LIB-04/2023/ 2697

Date: 18/3/2023

### QUOTATION CALL NOTICE

Sealed quotations in two bid formats ( Technical and financial) are invited from reputed printing firm having valid PAN and GSTIN for supply and installation of name plate of Dr. H.K Mahatab Library to be written with steel letter block as per following specifications, terms and conditions. The interested firm may quote price for the work. Quotation complete in all respect must reach the undersigned on or before 3-04-2023 (5.00 PM) by registered or speed post only .The technical bids will be opened by the purchase committee on 4-04-2023 at 12.30 p.m. and subsequently the financial bid of the eligible firm will be opened on the same day.

### SPECIFICATION, TERMS AND CONDITIONS.

#### NEW CAMPUS

Description of work:



#### **Specification:**

- Aluminum Composite Panel (ACP) sheet having blue background  
Size- 17ft x 2 ft., Thickness-3mm, Type- Exterior
- Letter (Alphabet) and University Logo:  
Material: Made out of 22 gauge stainless steel sheet with ¾ inch raising.  
Size: 12 inches letter, Logo- 18X18 Sq. inch
- Language: Odia and English.
- Steel letter blocks are to be mounted on ACP sheets

#### Old Campus:



#### **Specification:**

- Aluminum Composite Panel (ACP) sheet having blue background,  
Size- 12ft x 4 ft., Thickness-3mm, Type- Exterior
- Letter (Alphabet) and University Logo:  
Material: Made out of 22 gauge stainless steel sheet with 1 inch raising.  
Size: 12 inches letter, Logo- 18 x 18 Sq. inch.
- Language: Odia and English.  
Steel letter blocks are to be mounted on ACP sheets.

The following self-attested documents are to be submitted along with filled in quotations by the participating printing firms.

- a- Copy of valid GSTIN Registration Certificate in the name of the firm or proprietor.
- b- Copy of valid PAN
- c- Copy of last GST Acknowledgement receipt

**Terms and condition:**

- a- Two separate envelopes containing Technical bid and financial bid should be super scribed as "Technical Bid for Quotation call notice no:\_\_\_\_\_ of F.M University" and "Financial Bid for Quotation call notice no:\_\_\_\_\_ of F.M University". These two envelopes should be packed in another large envelope and super scribed as "Quotation for supply and installation of name plate to be written with steel letter block of Dr. H.K Mahatab Library"
- b- Address for all communications:  
The Registrar, Fakir Mohan University, Vyasa Vihar, Balasore, Pin-756089
- c- The quoted Rate should be inclusive of preparation of name plate, transportation, installation and all taxes. No additional payment will be paid for the purpose
- d- The work should be completed within 7 days from the receipt of order.
- e- No part payment /advance will be made under any circumstances.
- f- The bill should be addressed to: "The Registrar, F.M University" stating the specification and no of items.
- g- University will not be held responsible for any kind of loss due to carriage, wrong printing or scratch.
- h- Necessary deduction of applicable taxes will be done by this office.
- i- The quotation complete in all respect should reach the undersigned on or before 03-04-2023 (5.00 PM) by registered post or speed post only.
- j- The quotations incomplete in any respect or received after due date will be summarily rejected.
- k- The authority reserves the right to cancel any or all quotations without assigning any reason thereof.

**Memo No:** 2698

**Date:** 18/3/2023

Copy to: P.A to V.C/ C.O.F/ all notice Boards, F.M. University for information.

18/3/2023  
Registrar

18/3/2023  
Registrar

**Memo No:** 2699

**Date:** 18/3/2023

Copy to the Officer in- Charge, University Website, F.M. University with a request to upload this advertisement in University Website.

18/3/2023  
Registrar