



Memo No: JWU/R/2023/195

Date: 27/2/23

NOTICE INVITING QUOTATION

Sealed Quotations are invited from the eligible aspirants for supply of stationery goods and printing work as per specification and quantity mentioned in the following list within seven days of publication of this Notice i.e. on or before 3rd March, 2023.

Sl No.	Particular	specification	Quantity
Cash Book			
1	Master Cash Book	300 pages	4 PCS
2	Cash book for General Fund Account	200 pages	4 PCS
3	Cash book for Vocational Fund Account	200 pages	4 PCS
4	Cash book for Examination Fund Account	200 pages	4 PCS
5	Cash book for Development Fund Account	200 pages	4 PCS
6	Cash book for Hostel Fund Account	200 pages	4 PCS
7	Petty Cash Book	200 pages	4 PCS
Printing			
1	Note Sheet		10,000 nos.
2	Vouchers		10,000 nos.
3	Envelops A3.(2000), A4.(2000), A-1.(2000), A-11.(4000)		10,000 nos.
4	File (Tag)		5,000 nos.
5	T.A Bill		5,000 nos.
6	Leave Form		
Stock Register			
1	Movement Register	100 pages	12 PCS
2	Advance Register	100 pages	12 PCS
3	Inter Departmental Movement Register (Peon Book)	100 pages	12 PCS
4	Dispatch Register	200 pages	20 PCS
5	Arch File		5,000 nos.
6	Plan Register	50 pages	20 PCS
7	A4 Size paper		30 Packets

Note:

- Aspirants willing to see samples may visit to the University office on any day during working hours.
- Sealed envelopes should be inscripted as "Quotation for supply of Stationery Items" and be submitted to the Registrar, Jamshedpur Women's University, Bistupur Campus, Jamshedpur-831001 by 3rd March, 2023 at 2.00 p.m.
- Date of opening of quotation at 3.30 p.m. on 3rd March, 2023.
- The Jamshedpur Women's University authority reserves the right to cancel the entire process at any moment without any prior information.

By order
Sd/-
Registrar
Jamshedpur Women's University
Jamshedpur
Date: 27/2/23

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Copy to:

- Assistant to VC for kind information to the Hon'ble Vice-Chancellor
- FO/Proctor/CoE
- Website Incharge
- In file

(Dr. Avinash Kumar Singh)
Registrar (I/o)
27/2/23