



**Department of Finance**  
Phone: (033)4066 3200/3222  
**Netaji Subhas Open University**  
Established by Higher Education Dept., Govt. of West Bengal  
By the W.B. Act (XIX) of 1997  
DD-26, Sector-1, Salt Lake City, Kolkata-64  
Website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No.: AC/098/17-18

Date: 07.07.2017

## QUOTATION NOTICE

Sealed quotations are invited from the reputed Service Providers having valid Trade license, PAN No., Service Tax Registration No. etc. super scribing the envelope as 'Quotation against Memo No..... dated .....' for the following item:

SI No.	ITEM	SPECIFICATIONS & REQUIREMENTS
1	Hiring of MUV	Car should be Multi Utility Vehicle like Tata Sumo etc., BS-IV Standard with Commercial Registration Number, duty hours normally 9:30 to 7:30 for 5 days a week & 10 hours daily basis. Garage out & Garage in from the reporting &/or releasing point should be maximum 10 Kms. both-way or one hour time both-way. Car may be used to carry confidential papers in the form of boxes, bags etc. (1-250 kg.) to & from other offices, residences etc. as & when required in addition to carry passengers. Bill is to be made on daily basis & payment is to be made on monthly basis. Bill to be calculated on the basis of daily Kms. travelled & total duty hours whichever is higher.

**Delivery/Service Reporting location:** Office of Controller of Examination, NSOU Golpark Campus.

**Place of Submission:** The box earmarked and kept at the Dept. of Finance, 4<sup>th</sup> Floor, DD-26, Salt Lake City, Kolkata-700064

**Addressed to: The Finance Officer**  
**Netaji Subhas Open University**  
**4<sup>th</sup> Floor, DD-26,**  
**Salt Lake City, Kolkata-700064**

**Last date of submission: 18<sup>th</sup> July, 2017 by 3 pm**

**Finance Officer, NSOU**