



**DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY**  
Ranchi, Jharkhand.

**OFFICE OF THE  
REGISTRAR**

Memo No.: DSPMU/G/.897/23

Date: 22/12/2023

**NOTICE INVITING QUOTATION**

Sealed quotations are invited from reputed experienced firms for providing the following items listed below for the 1<sup>st</sup> Convocation Ceremony and 3<sup>rd</sup> Degree Distribution Ceremony to be held respectively on 21<sup>st</sup> and 23<sup>rd</sup> February, 2024.

Rates should be quoted item-wise as mentioned below:

S. No.	Name of the item	Per Unit Rate with GST (in ₹)
1.	Printer (Black and White) – 02 no.'s, (Colour) – 01 no.	
2.	Printer Ink (EPSON L110), Toner (for RICOH printer)	

**Start date for issue of Tender** : 27.12.2023

**Last date for submission of Tender** : 08.01.2024

**Date of opening of Tender** : 10.01.2024

The undersigned reserves the right to cancel/reject any Tender without assigning any reason, if it is found unsatisfactory.

The detailed document can be obtained from the Office on all working days from 27-12-2023 to 07-01-2024 from 12:00 PM onwards.

**Note:** The Bidders are required to deposit an amount of ₹ 10,000/- (₹ Ten Thousand Only) in the form of Bank Draft drawn from any Nationalized Bank in favour of **Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi** payable at Ranchi as security deposit.

*MJ*  
*22/12/23*

(Namita Singh)  
Registrar,  
DSPMU, Ranchi.

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