



MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003
No- 3594 MSCBU-19011/06/2025-STORE SEC-MSCB Date: 30.06.2025

TENDER NOTICE

Sealed tender papers are invited from reputed registered firms (GSTIN Firm) for supply of following items in connection with the organizing of 13th Convocation /28th Foundation Day at Maharaja Sriram Chandra Bhanja Deo University to be held in the month of July, 2025.

A) Electrical items, B) Video and Still Photography C) Printing Items. The tenders along with the tender cost and EMD as given in bid documents in the sealed envelope should be super scribed.

Details of the specification and requirement is available in University website <https://www.nou.nic.in/tender.htm> . It is required to deposit Rs.1000/- towards Tender fee in shape of D.D. in favour of "Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University", payable at Baripada. The tender papers must reach the office of the undersigned with EMD of Rs. 2,000/- to be drawn in favour of "Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University", Payable at Baripada on or before dt 05.07.2025 by 11:30 AM and the quotation will be opened on dt. 05.07.2025 at 03:30 PM. by the Purchase Committee in the presence of the parties or their authorized representatives.

The authority reserves the right to reject or cancel any or all tender papers without assigning any reason thereof.

By order of Vice-Chancellor.

Registrar,
MSCB University.

Date. 30.06.2025

Memo No. 3595 /

Copy to Prof in Charge University Website/ PS to Vice-Chancellor/ PA to Registrar/COF/ Account Section-1, for information & Notice Board for wide Publication.

Registrar,
MSCB University.

LIST OF ITEMS

1) ELECTRICAL ITEMS

Sl no.	Particulars	Specifications	Rate per day
1	Generator with fuel (Rented)	63 KVA	
2	Generator with fuel (Rented)	125 KVA	
3	Generator with fuel (Rented)	250 KVA	
4	LED Screen for background display	10 X 20 ft	

2) PHOTOGRAPHY & VIDEOGRAPHY

Sl no.	Name of items	Specification	Rate
1	Videography	Both RAW and edited Videos of the event In harddrive	
2	Still Photo	250 nos Photos of the event to be deliver in Album and Hard drive	
3	Short Documentary	Duration: 10 minutes Resolution: 4K Use of Gears: Drone, Camera, Tripod, Gimble, Mics Scope: Understanding requirements from the stakeholders, Capturing various activities of departments, Important places of University, Taking bites from important people of University, Collection of existing video and photographs. Voice Over: Male/Female, English & Odia Editing: Professional Video Editing with captions and animations Delivery Media: Hard drive	



3) PRINTING ITEMS

Sl no.	Particulars	Specifications	Rate per unit
1	Invitation Card	Size-8.5x5.5 Inches, 300 GSM Glossy both side printing with Colour Envelop	
2	Invitation Card	Size-8.5x5.5 Inches, 2 fold , 300 GSM Glossy both side printing with Colour Envelop	
3	Citation	A3 Size with Binding	
4	Speech (Chancellor, Vice-Chancellor, Chief Guest	1/8 th Demy Size, cover with inner black printing (Approx 8 nos pages)	
5	Bulletin	A4 Size, colour cover with lamination , inner black printing (Approx 50 nos pages)	
6	Annual Report	A4 Size, colour cover 4 pages printing with lamination , inner black printing (Approx 120 nos pages)	
7	Gold Medal Certificate	A4 Size, colour printing (100 Nos)	
8	Ph.D. Certificate	A4 Size, colour printing (100 Nos)	
9	News Letter	A4 Size, 200 GSM Paper ,colour printing both side (Approx 40 nos pages)	

