



ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH
GHATIKIA, BHUBANESWAR - 751029

Ref No :- 2121/OUTR

Date: 29.06.2026

QUOTATION CALL NOTICE

Sealed Quotations are invited from registered enterprisers / Agencies / Suppliers / Firms having valid GSTIN/ PAN / Registration documents for creation of a documentary film about OUTR, as per the specifications given below with following terms & condition:

Sl No	Category	Description	Film Duration
1.	Documentary Film	Content wise minimum of 4-5 days shoot plan at university for preparation of documentary film (with brief history, programs offered, Research facilities, incubation facilities, students' success etc.)	8-10 minutes

Terms and conditions

1. The quotation of the above-mentioned creation of film should be submitted along with timeline of detailed shoot plan, script, editing etc.
2. The Firms/ Agencies/ Suppliers/ Production house should superscribe the quotation for “**Production of documentary film for OUTR**” with due date & time in bold letters in covered envelopes.
3. The rate quoted must be inclusive of taxes (with detailed breakup) and the validity of offer should be of 60 days.
4. Submission of the final version of documentary film should be within 4 weeks from the date of issue of purchase order.
5. The bidders are required to submit the offer along with PAN / GSTIN / Registration Certificates.
6. The bidder must not have been black listed during last three financial years.
7. For any query, please contact: Prof. Samarjit Patnaik
Mob No: 9438488168
Email: patnaik.samarjit@outr.ac.in
8. Liquidated Damages (LD): If the firm fails to complete the work within 4 weeks from the date of receipt of the Purchase Order (PO), LD @ 1% of the PO value per week shall be levied, subject to a maximum of 4% of the PO value. If the delay exceeds 8 weeks, the PO shall be liable to cancellation.

The Interested Agencies / Firms / Suppliers / Production House are required to submit their offer / quotation in their letter head as per above prescribed format enclosing GSTIN, PAN etc. The last date for submission of quotation is 20.07.2026 up to 04.00 PM addressing to the “**The Registrar, Odisha University of Technology & Research, Ghatikia, Bhubaneswar – 751029**” by speed post/Courier/Regd post/etc. (**No hand delivery is acceptable**). The quotation will not be considered after scheduled date and time. The authority has the right to reject or accept any or all quotations without assigning any reasons thereof.

Registrar