

Himachal Pradesh University  
(NAAC Accredited 'A' Grade University)  
Main Library Summer-Hill Shimla-5

No. HPUL/Genl./photocopier/98-99-

Dated: 07.04.2026

**PUBLIC NOTICE**

Subject: Quotation for providing Xeroxing facility to students on the main Library premises.

The Himachal Pradesh University intends to provide Xeroxing facility to the students of HPU in the Central Library premises through a private party. The Machine, Operator and consumables etc. has to manage itself by the approved firm for this purpose, quotations are invited latest by ~~21.04.2026~~ in the office of Incharge Library, H.P. University, Main Library Summer-Hill Shimla-5.

1. The make/model of the Xeroxing machine having state of the art facilities be mentioned by the party.
2. The Type/quality of paper to be used and a sample of the paper should be enclosed with the quotation. A sample in respect of the quality of Xeroxing be also enclosed.
3. The firm should mention the rate for "A4" size of the paper and the same will remain applicable for subsequent copies, enlargement and reduction.
4. The quotation must be submitted in sealed cover on which written as "**Quotation for installation of Photostat machine for providing Xeroxing facilities in the Library**" in the name of Incharge Library, H.P. University, Summer-Hill Shimla-5. Documents showing the credibility of the firm should be submitted along with the quotation.
5. The quotation will be received from 10:00 A.M to 04:30 PM in all working days and will be opened on ~~21.04.2026~~ at ~~2:00 PM~~ in the office of Incharge Library, H.P. University, Summer-Hill Shimla-5.

The successful firm will have to abide by through a contract to be entered into by the firm as per terms and conditions set by the Himachal Pradesh University and pledge a security of Rs. ~~25,000/-~~. In the form of FDR drawn in favour of the Finance Officer, H.P. University, Summer-Hill Shimla-5 drawn on any Nationalized Bank.

Notice Board

To upload on HPU website

Incharge Library  
Incharge Library  
H.P.U. Library  
Shimla-5