



VISVA-BHARATI
ESTATE OFFICE



Quarter Circular QT-3

Memo no: - Estate/QT- 3/ 66/ 25-26

Date: - 02-05-2025

NOTICE INVITING APPLICATIONS FOR QUARTERS

This is to inform all concerned, that the following University quarters are available for allotment. Permanent employees who enjoy the rank and scale of pay may apply against the qtrs.

An employee, who is already in occupation of quarters, may apply for change of quarters, if no change in the same type has been made earlier. However, no change is allowed within a year of allotment.

ELIGIBLE NON-ACADEMIC EMPLOYEES WILL GET PREFERENCE FOR ALLOTMENT.

Applications through proper channel should reach the office of the undersigned within 30/05/2025.

Tentative date of Meeting of Allotment (Sub-Committee):- 1st week of June, 2025

- A. Allotments will be made to the employees other than new MTS employees, on the basis of seniority in service as detailed below.
- B. Allotments will be made to the new MTS employees, on the basis of inter-se seniority (rank/merit wise).
- C. Seniority for academic quarters will be calculated on the basis of date of joining academic posts only.
- D. Seniority (other than new MTS) for a particular type of qtrs. will be calculated on the basis of date of joining in an eligible post only.
- E. Allotment will be made on, *as is where basis is.*
- F. Applicants may visit the quarters they wish to apply for & satisfy them selves before submitting their applications.

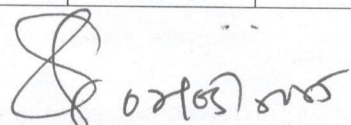
For any query, please contact Estate Office.

Academic Quarters

Sl. No	Quarter no	Quarter Type	Location	Minimum Eligibility	Reservation Category	Remarks
1	B Type Quarter no 20, PSB vacated by Sadhana Mondal	B-Type	Sriniketan	Assistant Professor & above	SC	
2	A2-type qtrs.28 at Nichubanglow, Vacated by Jagat Ram Bhattacharya	A2-Type	Nichubanglow	Assistant Professor & above	ST	
3	A-type qtrs.01 at Awagar House, Vacated by Dibyendu Banerjee	A-type	Awagarh House	Assistant Professor & above	UR	
4	B-type qtrs.no-26 PSB,	B-type	PSB, Sriniketan	Assistant Professor & above	UR	

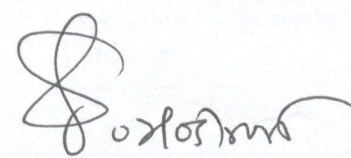
Non-Academic Quarters

Sl. No	Quarter no	Quarter Type	Location	Minimum Eligibility	Reservation Category	Remarks
5	B type qtrs.05 at Awagar House, Vacated by Sandip Kolay	B-type	Awagar House	Assistant Professor & above for Academic Staff and Section Officer & above for Non-Academic Staff	UR	
6	New Flat no 08, Block – B, 1st Floor	Type III	Andrewspalli	Assistant Professor & above for Academic Staff and Section Officer & above for Non-Academic Staff	UR	
7	Nine Unit Teacher's Hostel flat no-01	Teacher's Hostel	Purbapalli	MTS & above	Unreserved	
8	Nine Unit Teacher's Hostel flat no-02	Teacher's Hostel	Purbapalli	MTS & above	SC	
9	Nine Unit Teacher's Hostel flat no-03	Teacher's Hostel	Purbapalli	MTS & above	Unreserved	
10	Nine Unit Teacher's Hostel flat no-04	Teacher's Hostel	Purbapalli	MTS & above	Unreserved	
11	Bachelor's flat no-07 vacated by Dulal Hazra	Bachelor's flat	Purbapalli	MTS & above	Unreserved	


Joint Registrar (Estate)
Visva-Bharati

Copy to:

1. Chairperson, A.S.C, V.B
2. Principal/Directors/HOD of all Bhavanas/Dep'ts etc
3. Joint Registrar, Deputy Registrar, Assistant Registrar, of all administrative Office
4. University Engineer - with request to arrange minor repairing/ white washing of the quarters before these are occupied.
5. Email Administrator, Computer Centre, VB - Kindly upload the circular on Visva-Bharati web-site for wide circulation.


Joint Registrar (Estate)
Visva-Bharati

Recd
02/5/25

Sub:- Application for Quarters

To
The Joint Registrar (Estate)
Visva Bharati
Santiniketan



Ref:- Circular No:-Estate Qt-3/25/26

Dated:- 02-05-2025

1. Name of employee (in BLOCK LETTER)
2. Designation.....
3. Dept / Office / Section etc.....
4. I.D. No (If any)
5. Phone / Mobile No: -
6. Date of joining in Visva-Bharati.....
7. Present pay / pay band (with grade pay if any) / consolidated pay:
..... (Attach copy of Appointment Letter)
8. Serial Number of qtrs. applied for (not more than two choices are allowed):
 - a.
 - b.
9. Category: SC/ST/OBC/PH: (Attach attested copy of certificate).
10. If presently residing in University quarters, mention qtr no &
Location
11. Undertaking

I undertake to abide by the relevant rules / regulations / orders etc relating to allotment and vacation of quarters and other related matters, in case quarters is allotted to me by Visva Bharati.
12. Signature (with date) of applicant

Remarks & signature of the concerned Head of Dep't / Office