

**Application seeking Expression of Interest for establishing/updating Inventory Control for West Bengal University of Technology on one time basis.**

Sealed Expression of Interest are invited from Professional Firms for preparing/ Updating Fixed Asset Register involving following area.

- 1) Department wise preparation of Fixed Asset Register
- 2) Marking each asset with distinct and permanent colour with specific coding
- 3) Preparing Centralised Asset Register ( both Hard Copy & Soft Copy)

The firm will be reporting to the Finance Officer of the University and expected to deploy suitable staff for undertaking the job at the earliest opportunity.

The sealed EOI should reach the **office of the Finance Officer** positively by 24<sup>th</sup> May 2013 at the following address:

**Finance Officer  
West Bengal University of Technology  
BF-142, Sector - 1, Salt Lake,  
Kolkata-700064**