



Memo no: - Estate/QT- 3/405/ 25-26

Date: - 27-11-2025

**NOTICE INVITING APPLICATIONS FOR QUARTERS**

This is to inform all concerned, that the following University quarters are available for allotment. Permanent employees who enjoys the rank and scale of pay may apply against the qtrs. CLTS and ECW Workers also may apply for L.S.S Quarters .Their application will be considered if no permanent employee applies for L.S.S Quarters.

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.

Applications through proper channel should reach the office of the undersigned within 31/12/2025.

**Tentative date of Meeting of Allotment (Sub-Committee):- 1<sup>st</sup> week of January, 2026**

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

For any query, please contact Estate Office.

**Quarters for Academic Staff.**

Sl. No	Quarter no	Quarter Type	Location	Minimum Eligibility	Reservation Category	Remarks
1	A2-type qtrs.28 at Nichubanglow, Vacated by Jagat Ram Bhattacharya	A2-Type	Nichubungalow	Assistant Professor & above	UR	
2	B-type qtrs.no-26 PSB,	B-type	PSB, Sriniketan	Assistant Professor & above	SC	
3	B-type qtrs.no-28 PSB,	B-type	PSB, Sriniketan	Assistant Professor & above	UR	

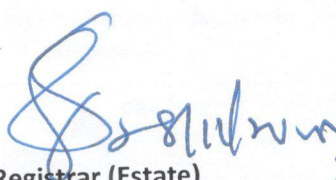
**Quarter for Non-Academic staff.**

Sl. No	Quarter no	Quarter Type	Location	Minimum Eligibility	Reservation Category	Remarks
4	C-type qtrs.no-24 Vacated by Suryakant Kumar	C-Type	Sevapalli	MTS & above	UR	
5	C-type qtrs.no-22 to be Vacated by Sukanta Majhi	C-Type	Sevapalli	MTS & above	UR	
6	C-Type qtrs.no-34 vacated by Rajendra Prasad Pal	C-Type	Dakshinpalli	MTS & above	PH	
7	C-Type qtrs..no-27 vacated by Lakshmi Barik	C-Type	Dakshinpalli	MTS & above	UR	
8	C-Type qtrs.no-28 vacated by Manabendra Pal	C-Type	Dakshinpalli	MTS & above	UR	
9	C-type qtrs.no-23 to be Vacated by Debidas Pal	C-Type	Gurupalli	MTS & above	SC	
10	LSS qtrs.no-09 vacated by Aniruddha Maji	LSS	PSV near water tank	MTS & above	UR	
11	LSS qtrs.no-27 vacated by Soumya De	LSS	Vinaya-Bhavana	MTS & above	UR	
12	LSS qtrs.no-19 vacated by Nitish Kumar	LSS	Vinaya-Bhavana	MTS & above	UR	
13	D-type qtrs.no-27 vacated by Yogendra Singh	D-type	Vinaya-Bhavana	MTS & above	UR	

  
**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
3. University Engineer - with request to arrange minor repairing/ white washing of the quarters before these are occupied.
4. Email Administrator, Computer Centre, VB - Kindly upload the circular on Visva-Bharati web-site for wide circulation.

  
**Joint Registrar (Estate)**  
**Visva-Bharati**



## Sub:- Application for Quarters

Quarter Circular QT-3

To  
The Joint Registrar (Estate)  
Visva Bharati  
Santiniketan

Ref:- Circular No:-Estate.Qt-3/405/2025-26

Dated:- 28-11-2025

1. Name of the employee (in BLOCKLETTER)
2. ....
3. Designation.....
4. Dept / Office / Section etc.....
5. I.D. No (If any) .....
6. Phone / Mobile No: - .....
7. Date of joining in Visva-Bharati.....
8. Present pay / pay band (with grade pay if any) / consolidated pay:  
..... (Attach copy of Appointment Letter / recent payslip-)
9. Number & location of qtrs. applied for (not more than two choices are allowed):  
a. ....  
b. ....
10. Category: SC/ST/OBC/PH: (Attach attested copy of certificate).
11. If presently residing in University quarters, mention qtr no &  
Location .....
12. 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.
13. Signature (with date) of applicant .....

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

