VISVA-BHARATI
ESTATE OFFICE

Memo no: - Estate/QT- 3/616/ 25-26 **Date: - 12-03-2026**

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 **31/03/2026.**

Tentative date of Meeting of Allotment (Sub-Committee):- 2nd week of April, 2026

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-seniority (rank/merit wise) and administrative convenience/necessity.
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.

Quarters for Senior Officials/ faculty.

Sl. No	Quarter no	Quarter Type	Location	Eligibility	Remarks
1.	New Type-V, Quarters no-01	Type-V	Purbapalli	Pay Level 12 and above	
2.	New, Type-V, Quarters no-02	Type-V	Purbapalli	Pay Level 12 and above	
3.	New Type-V, Quarters no-03	Type-V	Purbapalli	Pay Level 12 and above	

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ESTATE OFFICE Santiniketan VISVA-BHARATI

Quarters for Non-Academic

4.	New Type-II, Quarters no-01	Type-II	Dakshinpalli	Pay Level 1 and above	
5.	New Type-II, Quarters no-02	Type-II	Dakshinpalli	Pay Level 1 and above	
6.	New Type-II, Quarters no-03	Type-II	Dakshinpalli	Pay Level 1 and above	
7.	New Type-II Quarters no-04,	Type-II	Dakshinpalli	Pay Level 1 and above	
8.	New Type-II Quarters no-05,	Type-II	Dakshinpalli	Pay Level 1 and above	SC
9	New Type-II Quarters no-06,	Type-II	Dakshinpalli	Pay Level 1 and above	
10	New Type-III Quarters no-01,	Type-III	Dakshinpalli	Pay Level 2 and above	
11	New Type-III Quarters no-02,	Type-III	Dakshinpalli	Pay Level 2 and above	
12	New Type-III Quarters no-03,	Type-III	Dakshinpalli	Pay Level 2 and above	ST
13	New Type-III Quarters no-04	Type-III	Dakshinpalli	Pay Level 2 and above	
14	New Type-III Quarters no-05	Type-III	Dakshinpalli	Pay Level 2 and above	
15	New Type-III Quarters no-06	Type-III	Dakshinpalli	Pay Level 2 and above	SC
16	New Type-III Quarters no-07	Type-III	Dakshinpalli	Pay Level 2 and above	
17	New Type-III Quarters no-08	Type-III	Dakshinpalli	Pay Level 2 and above	

12/03/2026

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.

12/03/2026

Joint Registrar (Estate)
Visva-Bharati

12/3/26

ESTATE OFFICE Santiniketan VISVA-BHARATI

3/12/2026 11:07:00 AM

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To
The Joint Registrar (Estate)
Visva Bharati
Santiniketan

ESTATE OFFICE
Santiniketan
VISVA-BHARATI

Ref:- Circular No:-Estate.**Qt-3/616/2025-26**

Dated:- **12-03-2026**

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 .....