BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR, HOWRAH

			· ' '	
		ADVANCE APPROVAL M	ЕМО	(For office use only)
To		ŧ	**	Token No
	ector (Research &	c Consultancy)		Date
		Science University, Shibpur		
			L	Sign. of the Dealing Assista
. F	Ref: Project Code	No		
	" "			,
Sir, I, unders	igned need an an	nount of Rsas	an advance	for the following purpos
Kindly a	rrange to draw th	e cheque in favour of		
Sl. No.		Purpose		Amount (Rs.)
1.				
2.	,			
		Total:		
The unad	justed advance a	s on date is amounting to Rs		*
rules of the	he University and anding agency. I	e amount will be utilized as per to define the total expenditure will be with also declare that the supporting hitted for adjustment within ON	nin the sanct	ioned amount as approve ith necessary approval (
Thanking	you,			Yours faithfully,
Dated:			,	(Project Investigator)
				(Project Investigator)
		FOR OFFICE USE ONLY	***************************************	
Certified	that the unadjus	ted advance amount standing as	APPROV	ED FOR PAYMENT
on	S	is Rs	Rs	
	ne applicant's na		subject to	the above declaration
*use red in	k.			
		,		

(Signature of the Dealing Assistant with date)

Director (Research & Consultancy)

BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR HOWRAH-711 103

Approval for Capital/Revenue Expenditure above Rs. 20,000/-

Title of the Project:			
Head of Accounts	Code N	[O.*	
Head of Account:	Code N	···	
Sanctioned Amount:	Balance	e Available:	
Particulars of	of Scheme / Items to be purchased		Estimated Cost (Rounded) Rs. P.
		,	
٨			
,			
1 S			
		43	
Brief justification for purc	hase:	is a	
5,			
Forwarded and recommended have been recommended by	ed with the comments that the materiathe Purchase Committee(s).	als proposed t	to be purchased
Signature of PI/CI/CC		Signature of I	HoD/DoS/HoC)
	Scheme Recommended for Sanction		
	Scheme Recommended for Sanction		
	Signature of the Dean/Director(R&C)	-)	
	2.0.101111 0 0) 1110 200111 211 00101 (11000)		

BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR HOWRAH-711 103

Approval for Capital/Revenue Expenditure above Rs. 50,000/-

Title of the Project:			
Head of Account:	Code N	Io.:	
Sanctioned Amount:	Balance	e Available:	
Particulars of	f Scheme / Items to be purchased	Estimated Co (Rounded) Rs. P.	
	A .		
		N	
Brief justification for purch	ase:		
Forwarded and recommended have been recommended by the	d with the comments that the material the Purchase Committee(s).	als proposed to be purchased	
Signature of PI/ CI/ CC		Signature of HoD/DoS/HoC)	
	Scheme Recommended for Sanction		
	Signature of the Dean/Director(R&C)	;)	
		APPROVED	

Vice- Chancellor

OFFICE OF THE DIRECTOR (RESEARCH & CONSULTANCY), BESU, SHIBPUR



7. BILL RECEIVING
(For office use only)
Received the bill for payment along with supporting documents as mentioned in Sl.6.

Token No	Date	•	 	

BILL FOR PAYMENT	Signature of the Dealing Assistant						
Sl. No.01 to 07 are to be filled in by the Project Investigator							
1. PROJECT DETAIL	4. AMOUNT PAYABLE						
Project Code No.DRC/	Rs. (in figure)						
Name of the P.I	(In words) Rupees						
Department							
2. PAYEE DETAIL Name of the Payee:	5. RECORD OF ENTRY IN STOCK REGISTER (Please put tick mark in the appropriate box] Certified that: a) the items have been received in good condition [] b) the computers/equipments are installed properly []						
PAN:VAT:	c) service has been rendered satisfactorily [] d) the items have been entered in Stock Register No Page No						
3. BUDGET HEAD	6. LIST OF ANNEXURES (Put tick mark)						
Head of Account Sanctioned Amount: Rs Previous Expenditure: Rs Less this Bill: Rs Balance Available: Rs	a. Approved Order in original [] b. Bill/ Proforma Invoice in original [] c. Challan in original [] d. Money Receipt in original [] e. Statement of expenditure along with numbers of supporting sub vouchers [] f. Any other (please specify)						
7. Certified that the above expenditure are incurred in terms of the University and procedure followed in the University. In case of quotation, it is certified that I am personally satisfied that these go and have been purchased from a reliable supplier at a reasonable position.	cash purchase or purchase of goods and services without bods purchased are of the requisite quality and specification						
Dated:	(Signature of the Project Investigator)						
FOR OFFICE USE	3 UNLY						
8. Certified that the bill is in order in terms of the relevant provis the financial rule of the University. Also certified that the bill r passed for *Rs in favour of *	may be certificate in SI. No.8 amounting to Rs. is available for						
	(Sign. of the Dealing Assistant with date)						
*use red ink (Signature of the Dealing Assistant with	Cheque No.						
(Signature of the Audit Officer with	n date) Date						

University Project Code: /	/	1	1	
(DRC) / (Agency-Type)	/ (Dept.)	/ (PI)	/ (SI. No.)	/(Fin.Yr.)

Bengal Engineering and Science University, Shibpur Application for Closing of Bank Account of the Sanctioned Project / Research Scheme

1.	(a) Name of Principal Investigator/ Chief Investigator/ Project Coordinator of the	:							
	Project & Designation						,		
	(b) Department/School/Centre	:	. •						
2.	(a) Title of the Project	!	manufacture - stranged value as a security	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					
						A-6-4			
	(b) Sponsoring agency and type								
	(c) Total Amount Sanctioned for the	l'i	roject Cost (X)	Over	hend (Y)		· · · · · · · · · · · · · · · · · · ·	(X+Y)
	Project	: Rs.		Rs.		-1-5		₹s.	
	(d) First Sanctioned Order	: No.		Con	ctioned:	Date:		\ctual:	
2	(e) Total Duration of the Project (a) Last Grant Released Letter	: Propo : No.	sea:	5an	ctionea.	Da		ictual.	
3.	(a) Last Grant Released Letter		ic/DD/E-Trans	sfer No		Da		Bank	
	(b) Amount released from the Sponsoring		roject Cost (x)		Over	head (y)		Total	(x+y)
	Agency 1st Phase	: Rs.		Rs.				₹s.	
	t 2 nd Phase	: Rs.		Rs.				₹s.	
	3 rd Phase	: Rs.		Rs.				₹s.	
	4 th Phase	: Rs.		Rs.				₹s. ₹s.	
	5 th Phase	: Rs.		Rs.				Rs.	
	(c) Total Amount received (in actual)	: Rs.		175.		· · · · · ·		το.	
	(d) Account Title in the Bank(e) Bank, Branch & Project A/C No.	<u>;</u>							
4	(a) Official Date of Implementation/								
7.	Commencement of the Project								
	(b) Official Date of Completion of the	:							į
	Project (c) Date of DAC* meeting for closing of	:							
	the project	•							
	(d) Date of RAC# meeting for closing of	:	**************************************		- 11				
	the project								
5.	(a) Present Status of the Project in brief	:							× .
	(1) Will de A weel Derwee Deregte and								
	(b) Whether Annual Progress Reports and Annual Utilization Certificates sent	: Yes	11	No		1.1			
	regularly	, 103		,,,,					
	(c) Whether Final Audited Statement of	; Rea	dy I.I	Not	Ready				
	Account including Utilization								
	Certificate is READY or NOT		e of UC		Expec	ted Date	of UC by		
	(d) Whether the equipment purchased from this	: Yes	1.1	No		1.1			
	project entered in the Departmental Stock Book (If yes, enclose a copy of the letter to								
	HoD/ DoS/ HoC from PI in this regard)								
				711	D / D . C	/11-C)			
	Principal Investigator/ Chief Investigator/ Project C	Coordinato	r)	Da	oD / DoS te:	/ 110C.)		seal	
$\underline{\nu}$	ale:		(For DRC Offi	ce use only)					
_	1.01-1-1-1-1-1-1-1		1						
Λ	1.Checked and verified.								
(1	Dealing Assistant, Office of DRC)	•							
D	ate:								
B	1. To: The Finance Officer, BESUS In view of completion of the project, the pr	onosal for	closing of						
	Bank Account of the aforesaid project is he	creby appr	oved.					in	
L	Date:						(Director	of Research	& Consultancy)
	o Tie Branch Manager							¥.	
	BI, BESUS Branch, Howrah-3								AL .
	\$.								
	ir, 'ou are requested to kindly arrange for closing of tl	ie Bank Ad	ecount titled				(a) ata	if any are en	closed with this
1	ou are requested to kindly arrange for closing of the Bank Account No.	maintaine	ed by your Bank	. The passbook	and the	unused che	eque(s) etc.	, ir airy, are en	
г	Date:								
(C.C. I. Director of Research & Consultancy for info	ormation ar	nd record				- ,	Finance Office	er)
	2. P.L/C.L/P.C. for information						. (•
*	Departmental Academic Committee						*		
	Research Advisory Committee								
	ours No. BESTI DRC Bank 2C 26/08/2009								

OFFICE OF THE DIRECTOR OF RESEARCH AND CONSULTANCY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR, HOWRAH 711 103

	Debit Vouc	<u>her</u>		
No. :			Date:	
University Project / Consultancy Code	: / (DRC)/ (Agency-Type)	/ / (Dept.) / (PI)	/ / (Sl. No.) / (Fin.Yr.) •	
Head of the Expenditure:				
Details of Expenditure:		· • •		
To be paid to: M/s./Dr./Prof./Mr./Ms.;				
Amount Rs(Rup	pees:)only
Attachments (if any):				
Payment details: Rs	by Cash/Cheque No		, dt	
Signature of PI/Consultant/Others with seal Date:		with se	ent approved by al	8
Received Rsvide ch		etails) on (date)		
*				
Date:		(Receiver's Sign	nature) with seal (if an	iy)
	# . # * * * * * * * * * * * * * * * * *		an armenin an in section	
No.:	Debit Vouc	<u>ner</u>	Date:	
University Project / Consultancy Code:	(DRC) / (Agency-Type)	/ / (Dept.) / (PI) /	/ (Sl. No.) / (Fin.Yr.)	
Head of the Expenditure:				
Details of Expenditure:	-		*	
To be paid to: M/s./Dr./Prof./Mr./Ms.;				
Amount Rs(Rupe	ees:		-)only.
Attachments (if any):				
Payment details: Rs	by Cash/Cheque No		_, dt	
Signature of PI/Consultant/Others			nt approved by	
with seal Date:		with sea	al	
Received Rs vide che	eque / cash (as per above de			
Date:		(Receiver's Sign	ature) with seal (if any	<u>y)</u>

Office of the Director of Research and Consultancy Bengal Engineering and Science University, Shibpur

Token No. & Date

University Proj	ect Code:	/	/	/	/	/		
	(DRC)	/ (Agency-Ty	pe) / (Dept.)	/ (PI)	/ (S1. 1	No.) / (Fin.	Yr.)	
Scholarship/Fellov	vship/Remur	neration/Sala	ry of Shri/Sn	n/Dr				
						(Name)		
	······································		of					
	(Desi	gnation)			(Departn	nent/School/C	Centre)	
of DECLIC who :-	: 141 D	/ G 1			,			
of BESUS, who jo	ined the Proj	ject / Scheme	e under the gr	uidance/	superv	ision of		
***************************************		for t	no month of				(Name)	4.4
	(Designation	12)			1	I		
through the Cheque	e No		dated		of "P	ım, yyyy) roject Ac	acount" in the III	ΣŢ
and agai are enequ	• 110		dated		. 01 1	roject Ac	count in the O)1,
RECIIC Propob on	manustina (*)	D =	(*	1 n				
BESUS Branch, an	nounting (*)	Ks	(1n wor	ds, Rup	ees		•••••	•••
) only	7 •						
Item		Desc	cription		-	Code	Amount (Rs.)	1
Gross Amount:	Remunerat	ion / Salary	A			A	rimount (1tb.)	-
Deduction:			Employmen	t Toy (E	T)			-
Deduction.				t Tax (E	1)	В		-
	(*) Net An	nount Payabl	e			(A-B)		
(Signature of PI / CI /	PC with seal)		(Signature of	Director	of Research &	& Consultancy)	
					*			
For office use only								
Destat total	1 0	~						
Received with than	ks a sum of	Rs	(In wo	ords, Ru	pees			
) only fro	om the Direc	tor of Resear	ch and (Consul	tancy, Be	engal Engineerin	g
							0 0	5
and Science Unive	ersity. Shibr	our. Howrah	as my Sch	olarshir	/Fello	wshin/Re	emuneration/Sala	rx/
	, emer	, 110 , 110	, as my ser	ioidi siii p	on I CIIO	wsinp/rec		.1 y
after deduction of I	OT / ET if or	y for the m	onth of					
after deduction of F	1/EI, II ai	ly, for the m	onth of	• • • • • • • • •		• • • • • •		
		D						
Date:		Revenue	(Full S	Signature an	d Designa	ntion of the R	eceiver)	
		Stamp	N)					

Office of the Director of Research and Consultancy Bengal Engineering and Science University, Shibpur

University Project Code:(DRC)	/ (Agency-Typ	/ / / e) / (Dept.) / (P	/ I) / (Sl. No.)	/ /(Fin.Yr.)	
			*		
Scholarship/Fellowship/Remun	eration of Sh	ri/Sm/Dr		iame)	
(Desig	nation)	of	(Department/S		• • • • • • • • • • • • • • • • • • • •
of BESUS, who joined the Proje			-		(Nama)
(Designation through the Cheque No	1)		(mm. vv	ໜ່າ	
BESUS Branch, amounting Rs.					
(Signature of PI / CI / PC with seal)		(Signatur	re of Director of Res	search & Consulta	ncy)
		1 4			
Received with thanks a sum of l	Rs	(In words,	Rupees		
) only fro	m the Direct	or of Research an	d Consultanc	y, Bengal E	ngineering
and Science University, Shibput	r, Howrah, a	s my Scholarship/	Fellowship/R	Remuneration	n for the
month of			,		
		¥ 4			
Date:	Revenue Stamp	(Full Signatur	re and Designation (of the Receiver)	

NOTE SHEET

at		for recr	uitment of _		
(date)	(time)			(post,)
under the	project entitl	ed			
(funding agency)				the project)	
of Principal Investigator, Pro	f		of		
			<u>.</u>)		pt./school/centre)
The copy of the Advertisem	nent, Formation	of Selection	Committee,		
with application & bio-data of					
III.	m ' '				
University Project Code:(DRC	/ (Agency-Ty	pe) / (I	/ Dept.) / (PI)	/ (Sl. No.) /	(Fin.Yr.)
(Ref.: Project Sanction Letter No	0			, dated	
Name of the Selected Candid	ate:				
Sanctioned Head of Account:					
(from which the monthly emolun					
PERIOD OF ASSIGNMEN	<u>T:</u>				
For the Period:					
	oining of the can	didate (the a	late of joinin	g should not be	with effect from before the date of
appointment	letter).	(of Jones,	s should not be	ocjore ine date o
The proposed HRA & MA ar	e;				
As per the above sanctioned of Not as per the above sanction	order, .ed order, however	the same wil	be claimed to	the funding agen	cy in future
	777 X 52555 No 100-0 95 6000	, 2000 100000		die ranamg agen	cy in fatare.
EMOLUMENTS: Fellowship/Remuneration					
HRA @	· R	.S		_ per month	
MA	. R	S		_ per month	
Total					
You are requested to				_ `	
				(Signature of P	.I. with seal)
Date:				520	
The Director(R&C) BESUS					

BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR Howrah- 711103

e of the Department :			
ersity Project Code :			
Statement of Professi	ional Tax as per Aquattance ro	ll for the month of :	
Name of the Project Staff	Designation	Gross Amount (Rs)	P. Tax Deduction (Rs)
	Total		
Rupees (in words):			sipal Investigator)
ent made by Cheque /Cash			
e: ue no: :			
	(Signature of the D	irector of Research a	nd Consultancy)
	Name of the Project Staff	Statement of Professional Tax as per Aquattance ro Name of the Project Staff Designation Total Rupees (In words): e: ue no: i: e of the Bank:	Statement of Professional Tax as per Aquattance roll for the month of : Name of the Project Staff Designation Gross Amount (Rs)

BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR

STATEMENT OF EXPENDITURE SUBMITTED FOR ADJUSTMENT/REIMBURSEMENT

[Annexure to Bill for Payment Sl. No. 6(e)]

Head of Account:

Project Code:

Sl.	Voucher	Date	Description of goods/	Agency	Amount	Remarks
No.	No.		items/services		Rs.	(if any)
1						
2			х - е. е.		3	
3			·			
4	n san					
5		,	2.			
6				20		1
7		50 10				9
8			,			
9						
10						
11	~					
12						
13		5				
14			v			
15					λ	
Enc	losed:	nos. of vou	chers.	Total Amount:		
			8	Less: Advance drawn:		
				Net Amount Payable:	и	
Run	ees (in wo	rds)				
Cert purc	tified that chases/serv	all the expenices billed for	r have been received in	e is made following the good order, that their que not in excess of the ac	antities are	correct an

Bengal Engineering and Science University, Shibpur Application for Transfer of First Phase Amount of the Sanctioned Consultancy

1. (a	Name of Consultant (s) & Designation	:								
(h) Department/School/Centre									
820										
) Title of the Consultancy		1							
	Sponsoring agency and type	: Duri Cont	C.T.	T-4-1	TT	37-4	C144-	OH		
(0	Total Amount Proposed for the Consultancy	Proj. Cost	S.T.	Total	I.T.	Net	Consultants Share	O.H.		
	Consultancy	Rs.	(y) Rs.	Rs.	(z) Rs.	(x+y)-z Rs.	Rs.	Rs.		
		13.	10.	IXS.	10.	103.	13.	103.		
(d) Total Amount Sanctioned for the	Proj. Cost	S.T.	Total	I.T.	Net	Consultants	O.H.		
(-	Consultancy	(x)	(y)	(x+y)	(z)	(x+y)-z	Share	0.11.		
	•	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.		
(e) Sanctioned Order	: No.				Date:				
	(Please enclose copy of the Order)									
	Total Duration of the Consultancy	:					15.			
3. (a	Grant Released Letter (Please enclose copy of the Letter)	: No.	NT:		l D		Date:			
	(Flease enclose copy of the Letter)	: Cheque/DD : E-Transfer		Dat		Bank:	Bank:			
(h) Amount released from the	Proj. Cost	S.T.	Total	I.T.	Net	A/c. No. Consultants	O.H.		
(0	Sponsoring Agency as First Phase	(x)	(y)	(x+y)	(z)	(x+y)-z	Share	0.11.		
	spensoring rigency as I not I have	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.		
(c	Balance to be released									
4. (a)	Official Date of Implementation/	:								
(h)	Commencement of the Consultancy Date of DAC* meeting for report of			-				***		
(0)	sanctioned consultancy	:								
(c)	Management of the same constitution of the sam	:								
	for conducting Consultancy Project						(1			
	(Consultant (s))			/11-1	D / DoS / Ho	<u>(C)</u>				
Date:				Date:) / DOS / NO	(C)	seal			
				Duic.	9		Scar			
		(For DF	RC Office	use only)						
A1.C	Checked and verified.			* (T A				
	ing Assistant, Office of DRC)									
Date			L.	,						
	University Consultan	cy Code:	() / () =======	/ T / (D	/ / / / / / / / / / / / / / / / / / /	/	37			
B1. T	o: The Finance Officer, BESUS	(DR	C) / (Agency-	-Type) / (Dep	t.)/ (PI) /	(SI. No.) / (Fin	. Yr.)			
	Please arrange to endorse/issue cheque(s) for	or amount(s) ment	tioned							
Data	against Para 3(b) above to the undersigned.					(D:	CD 1.0.C	7,)		
Date:						(Director o	f Research & Cons	sultancy)		
		(For the use of	Finance Offic	cer)				2		
	nief Cashier	CCOVIDITE (A)			A LIDI DEGI	(IC D)				
	Please pay Rsto 'PROJECT A rom A/C No					JS Br).				
	Please pay Rs to									
	from A/C No.	UBI, BESUS Br	through Chec	que No		Date				
	rirector (R&C) inclosed please find the cheque amounting Rs.		throu	ah Chagua Na			Data			
L	nelosed please find the cheque amounting Rs.		unou	igii Cheque No			Date			
Date:		-					(Finance O	fficer)		
Note:	nount to be transferred to 'OVERHEAD ACC	OUNT? (A/CN	152201	00051721	IDI DECLIC	Rr) Da				
	m 'PROJECT ACCOUNT' through Cheque N									
	maining amount as Project Cost to be transferre									
	m 'PROJECT ACCOUNT' through Cheque N									
Copy t	0.									
	.o. Consultant/Chief Investigator/Project Coordina	tor, Prof				– for in	formation			
	File No									
Date:						(Director o	f Research & Con	sultancy)		
* Dens	artmental Academic Committee									
_ •p										

Project Serial No. DRC / / ||For Office Use Only|*(DRC / SI.No. / Fin.Yr.) Bengal Engineering and Science University, Shibpur Application for Transfer of First Phase Amount of the Sanctioned Project

	 (a) Name of Principal Investigator/ Chief Investigator/ Project Coordinator of the Project & Designation (b) Department/School/Centre 	:			
2.	(a) Title of the Project				

	(b) Sponsoring agency and type	· 1			
					\
	(c) Total Amount Proposed for the Project	Project Cost (X)	Overhead (and the second of the second o	Total (X+Y)
	C. di ed Conthe Duciest	: Rs. Project Cost (X)	Rs. Overhead (Rs. Total (X+Y)
	(d) Total Amount Sanctioned for the Project	: Rs.	Rs.		Rs.
	(e) Sanctioned Order	: No.	1 10.		Date:
	(f) Total Duration of the Project	,			4
	(a) Grant Released Letter	: No.	· · · · · · · · · · · · · · · · · · ·	Date:	
٥.	(Please enclose copy of the Letter)	: Cheque/DD/E-Transfer N	0.	Date:	Bank:
	(1 lease enclose copy by the series)	- Citoquei D Di D	••		
	(b) Total amount released from the	Project Cost (x)	Overhead	(y)	Total (x+y)
	Sponsoring Agency as First Phase	; Rs.	Rs.		Rs.
	(c) Balance to be released	: Rs.	Rs.		Rs.
	(a) Official Date of Implementation/	:			
	Commencement of the Project				
((b) Date of DAC* meeting for report of	:			,
	sanctioned project (c) Date of RAC# meeting (Please enclose	•			
- 1	copy of the minutes of the meeting)	* A			
(Pr Dai	incipal Investigator/ Chi <mark>ef Investigator/ Projec</mark> te:	•	(HoD / DoS / HoC) . Date:		seal
		(For DRC Office use on	ly)		
	Cl. 1 1 January	8			
AI	.Checked and verified.				w y
(I)e	alling Assistant, Office of DRC)				
	niversity Project Code: <u>DRC /</u>	1 1	1 1		*
Oil	(DRC) /(Agency-Type	e), (Dept.) / (PI)	/(SI, No.) /(Fin.)	<u>r.)</u>	•
BI.	To: The Finance Officer, BESUS		·		
	Please arrange to issue cheque(s) for amount(s)) mentioned	£		
-	against Para 3(b) above to the undersigned.			(Director of	Research & Consultancy)
Da	ile:	he use of Finance Officer)		(Birector by	nescuren & Consumancy
CI	Chief Cashier .				
((i) Please pay Rs to 'PROJECT	ACCOUNT'. (A/C No. 15320	10005180, UBI, B	ESUS Br.)	
	from A/C NoUBI	, BESUS Br. Ref. File No	*****		
(ii) Please pay Rs to	BESUS Br through Cheque No.		Date	
C2.	Director (R&C)				
	Enclosed please find the cheque amounting Rs	through Che	eque No	D	ate
		•			
Dat	α'	•			(Finance Officer)
Not	p.*				
•	Amount to be transferred to 'OVERHEAD ACCOU	JNT", A/C No. 1532010005	173, UBI, BESUS Br	. Ks	********
	Cheque No Date				
•	Remaining amount as Project Cost in 'PROJECT AC	CCOUNT' Rs		•	
Con	by to:				9 97
D1.	Principal Investigator/Chief Investigator/Project C	oordinator, Prof			– for information
				(D)	Demonds & Classical
Date				Director of I	Research & Consultancy)
	epartmental Academic Committee				

University Consultancy Code:	/	/ /		/
	(Agency-Type)	/ (Dept.)/	(PI)	/ (Sl. No.) / (Fin. Yr.)

Bengal Engineering and Science University, Shibpur Application for Transfer of Next Phase Amount of the Sanctioned Consultancy

1. (a) Name of Consultant (s) & Designation : (b) Department/School/Centre : 2. (a) Title of the Consultancy : (b) Sponsoring agency and type : (c) Total Amount Sanctioned for the Consultancy (x) (y) (x+y)									
2. (a) Title of the Consultancy : (b) Sponsoring agency and type : (c) Total Amount Sanctioned for the Proj. Cost S.T. Total									
2. (a) Title of the Consultancy : (b) Sponsoring agency and type : (c) Total Amount Sanctioned for the Proj. Cost S.T. Total									
(b) Sponsoring agency and type : (c) Total Amount Sanctioned for the Proj. Cost S.T. Total									
(c) Total Amount Sanctioned for the Proj. Cost S.T. Total	<u>:</u>								
	I.T.	Net	Consultants	O.H.					
	(z)	(x+y)-z	Share	0.11.					
Rs. Rs. Rs.	Rs.	Rs.	Rs.	Rs.					
1 st to 4 th Phase	IXS.	TG.	TO.	Ttb.					
(d) Sanctioned Order : No.		Date:							
(Please enclose copy, if revised)			i i						
(e) Total Duration of the Consultancy :									
3. (a) Grant Released Letter : No.	: No.								
(Please enclose copy of the Letter) : Cheque/DD No.		Date:	Bank:						
: E-Transfer No. D	ate:	Bank:	A/c. No.						
(b) Amount released from the Proj. Cost S.T. Total	I.T.	Net	Consultants	O.H.					
Sponsoring Agency (x) (y) (x+y)	(z)	(x+y)-z	Share						
Rs. Rs. Rs.	Rs.	Rs.	Rs.	Rs.					
1 st Phase									
2 nd Phase									
3 rd Phase									
4 th Phase									
(c) Total Amount received so far									
(d) Balance to be released (e) Bank, Branch & Consultancy A/C No. : UBI, BESUS Branch, A/C. No. 15.	22010005190								
4. (a) Official Date of Implementation/	32010003180								
Commencement of the Consultancy									
(b) Date of DAC* meeting for report of :									
sanctioned consultancy									
(c) Enclose copy of the approval from the University for conducting Consultancy Project									
for conducting consumancy i roject									
Date: Date	oD / DoS / Ho e:		seal						
(For DRC Office use only) A1.Checked and verified.									
A1.Checkeu unu verifieu.									
(Dealing Assistant, Office of DRC)									
Date:									
Date: B1. To: The Finance Officer, BESUS									
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned									
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned.		(Director o	f Research & Cons	vultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date:		(Director o	f Research & Cons	rultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer)		(Director o	f Research & Cons	sultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier	8 0, UBI, BESI		f Research & Cons	rultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br).	f Research & Cons	sultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br).		sultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br).		sultancy)					
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br). Date							
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br). Date	Date						
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs		JS Br). Date							
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br). Date	Date(Finance O						
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br) Date	Date(Finance O						
Date: B1. To: The Finance Officer, BESUS	No	JS Br). Date Br.) Rs	Date(Finance O						
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br). Date Br.) Rs	Date(Finance O						
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br). Date Br.) Rs	Date(Finance O						
Date: B1. To: The Finance Officer, BESUS Please arrange to endorse/issue cheque(s) for amount(s) mentioned against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br). Date Br.) Rs	Date(Finance O						
against Para 3(b) above to the undersigned. Date: (For the use of Finance Officer) C1. Chief Cashier (i) Please pay Rs	No	JS Br) Date	Date(Finance O	officer)					
Date: B1. To: The Finance Officer, BESUS	No	JS Br) Date	Date(Finance O	officer)					
Date: B1. To: The Finance Officer, BESUS	No	JS Br) Date	Date(Finance O	officer)					

University Pro		/	/	/		/
	(DRC)	/(Agency-Type)	/ (D	ept.) / (PI)	/ (Sl. No.)	/ (Fin. Yr.)
Bengal	Engineering a	nd Science Unive	ersity. Sh	ibnur		
Application for Trans	fer of Next	Phase Amo	unt of th	ne Sanctione	d Project	
 (a) Name of Principal Investigator/ Chief Investigator/ Project Coordinator of the Project & Designation 	;					· ·
(b) Department/School/Centre	:					
a. (a) Title of the Project	·					
	V		*			
(b) Sponsoring agency and type	:					
(c) Total Amount Sanctioned for the	Project C	Cost (X)	Overh	ead (Y)	Т	otal (X+Y)
Project	: Rs.	Rs			Rs.	
(d) Sanctioned Order	: No.			Date:	12	
(Please enclose copy of the Order)(e) Total Duration of the Project						
. (a) Grant Released Letter	: No.			Date:		14
(Please enclose copy of the Letter)	: Cheque/DD/I	E-Transfer No.		Date:	I P	Sank:
(b) Amount released from the Sponsoring	Project (Overh	ead (y)		Total (x+y)
Agency 1 st Phase		Rs.			Rs.	
2 nd Phase		Rs.			Rs.	
3 rd Phase 4 th Phase		Rs.			Rs.	
5 th Phase		Rs.			Rs.	
6 th Phase		Rs.			Rs.	
7 th Phase	: Rs.	Rs.			Rs.	
(c) Total Amount received so far	: Rs.	Rs.			Rs.	
(d) Balance to be released	: Rs.	Rs.		1.0	Rs.	
(e) Bank, Branch & Project A/C No. (a) Official Date of Implementation/ Commencement of the Project	:					•
(b) Date of DAC* meeting for report of sanctioned project	:		8			
(c) Date of RAC# meeting (Please enclose copy of the minutes of the meeting)	1					
Principal Investigator/ Chief Investigator/ Pro Date:	ject Coordinator,) (He Da	oD / DoS / te:	HoC)	seal	
	(For DRC	Office use only)				
A1.Checked and verified.						
Dealing Assistant, Office of DRC)						
Date:						
1. To: The Finance Officer, BESUS Please arrange to issue cheque(s) for amoun	t(s) mentioned					
against Para 3(b) above to the undersigned.				(Directo	or of Research	h & Consultancy)
	(For the use of Fir	nance Officer)				
1. Chief Cashier (i) Please pay Rs	CCOUNT? (A/C)	In 1 5 2 3 0 1 0 0 0 = -	100 1001	DEGLIC D '		
(i) Please pay Rs to 'PROJECT A' from A/C No	BI, BESUS Br. Ref	f. File No		4.5		
(ii) Please pay Rs to	A/C No					
from A/C No	JBI, BESUS Br thr	ough Cheque No		Dat	e	
Enclosed please find the cheque amounting Rs		through Cheque	No		Date	******
ate:						
uic.					(F)	inance Officer)

(ii) Please pay Rs. to, A/C No	Date
C2. <u>Director (R&C)</u>	
Enclosed please find the cheque amounting Rs	Date
Date:	(Finance Officer)
Note:	
Amount to be transferred to 'OVERHEAD ACCOUNT'. (A/C No 1 5 3 2 0 1 0 0 0 5 1 7 3, UBI, BESUS Br from 'PROJECT ACCOUNT' through Cheque No) Rs
Remaining amount as Project Cost to be transferred to 'PI's Project Account' Rs	
from 'PROJECT ACCOUNT' through Cheque No	
Copy to:	
D1. Principal Investigator/Chief Investigator/Project Coordinator, Prof. D2. File No.	for information
Date:	(Director of Research & Consultancy)

* Departmental Academic Committee

Research Advisory Committee

Form No. BESU_DRC_Bank_2B 18/06/2009

OFFICE OF THE DIRECTOR OF RESEARCH AND CONSULTANCY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR HOWRAH - 711109

EXPENDITURE TO BE BOOKED UNDER THE PROJECT HEAD

Univ. Pr	oject Co	ode : Dl	RC/	/	/	/ /			Token	No Dt:
Bill no: .		Date:								
				TRA	VELLIN	G ALLOW	ANCE BII	L		
Name	& Desig	nation	Depart	ment	Purpose of	of Journey	Pay Scal	е	В	asic Pay
PARTICULARS OF JOURNEY						Air / Rail	1		mount	Remarks
	eparture		Ct-ti-	Arriva		Road with			(Rs.)	
Station	Date	Time	Station	Date	Time	mode				
				00.						
Reservat					Days		Rate			
Daily Al Hotel/G			rge						•	
D.A. Ho		ise Cha	50							
D.A. Gu	est Hou	se/ Ordi	nary Rate	e						
0	OI.						D			
Conveya	nce Cha	rge:					Rs			*
							Total			
		Advanc	e (if any)							
Rupees in	n words					N	et Claim			
CERTIE	CICATE	· I herek	v declare	that the	charges en	tered in the	hill are corre	ct and	have no	t been claimed
			•		_					was authorized
by					The modes	of travel &	expenses incl	urred	according	g to regulation
	stitute. l	Further of	certified th	nat the	Institute's v	ehicles have	not been us	sed fo	or which	local traveling
claimed										
<u> </u>	0.1								C.I. T	. 000
Signature	e of the I	Project In	nvestigato	r			Sig	natur	e of the I	ouring Officer
Passed for	or payme	ent Rs	(Ruj	pees)only
						Signat	ure of Direct	or Re	search an	d Consultancy
			-							
Pay Rs.			(Ruj	bees				•••••)only
Drawn by	y: N	Name of	Payee:.							
		Cheque n	10:							
		Date:								
	P	amount :	KS							