Submitted to the Director:

Sub: Settlement of bills in connection with the AIISG UG & PG Entrance Exams.2019-reg.

Ref: (1)SH/ACA/EE.2019/2019-20 dtd 08.04.19(2)SH/ACA/EE.2019/2019-20 dtd 22.04.19;

(3) SH/ACA/EE.2/2019-20 dtd 03.05.19

Respected Madam,

With reference to the above, the details of expenses incurred in connection with the our UG & PG Entrance Exams, 2019 held at Calicut Centre are given below with the certified bills for your kind perusal and approval.

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| S.N. | Category of expense | Firm Name | Bill No. & Date | Amount  (Rs) | Remarks |
| 1 | Envelopes (small) | K.B. Communications, Mysuru | No. 4270 dtd 15.05.19 | 50.00 | To enclose remuneration for KV staff |
| **16th May 2019** | | | | | |
| 2 | Morning tea | Hotel Gateway, Gundalpet | No. 21 dtd 16.05.19 | 175.00 |  |
| 3 | Lunch | 1)Hotel Mint Flower,  2) Mathai’s Bakery,  &  3) Uduppi Veg. hotel,  S. Bathery | No. MR 7775 dtd 16.05.19  No. MD 9292 dtd 16.05.19  No. 126 dtd 16.05.19 | 1993      50  80 | Veg & non.veg. hotels |
| 4 | Dinner | Dakshin-the-Veg, Calicut | No. 2938 dtd 16.05.19 | 2079 |  |
| 5 | Transport charge | Ola taxi | CRN3075632756  CRN3075034367  CRN3075637988  CRN3074997281 | 406/- | From lodge to restaurant & return for 10 persons |
| **17th May 2019** | | | | | |
| 6 | Local transport charge for 17th May | Zoom Car | Id JPS6B3838 | 1790/- | Rental car without driver. Paid online from s/b account |
| 7 | Tea & snacks @ 11 am | M.C. Sons Bakery, East hill (Near Kendriya Vidyalaya, Calicut) | No. 194 dtd 17.05.19 | 450/- | Includes supporting staff at the school |
| 8 | Lunch | 1)Hotel Paragon, Calicut  2) Dakshin-the-Veg | No. D10371 dtd 17.05.19  No. 979 dtd 17.05.19 | 1995/-  478/- | Took in the evening after making arrangements at the school |
| 9 | First-aid kit | Cee Pee Medicals, Calicut | No.19599 dtd 17.05.19 | 130/- | Handed over to Aca. Section on 19th May |
| 10 | Mineral Water | EPK Fruit Centre | No. Nil dtd 17.05.19 | 250/- | (25 no. of 500 ml @ Rs.10) for the Invigilators |
| 11 | Dinner | 1. Hotel Ruchi Bhavan 2. Dakshin-the-Veg 3. Salkara Restaurant | No. 018247 dtd 17.05.19  No. 31959 & 31962 dtd 17.05.19  No. B6460 dtd 17.05.19 | Rs.272/-  Rs.52/-  Rs. 31/-  Rs.894/- |  |
| **18th May 2019** | | | | | |
| 12 | Tea & snacks @ 11 am | M.C. Sons Bakery, East hill (Near Kendriya Vidyalaya, Calicut) | No.206 dtd 18.05.19 | 2500/- | For staff on duty at K.V. Calicut & AIISH team |
| 13 | Lunch | 50 nos. | @Rs.150 | 7500/-  +  375/-(GST) | For staff on duty at K.V. Calicut & AIISH team |
| 14 | Dinner | 1. Top form restaurant 2. Dakshin-the-veg | No. 214396 dtd 18.05.19  No. 3076 dtd 18.05.19 | 832/-  1250/- |  |
| 15 | Local transport | RR Holidays, Calicut | No.5 dtd 18.05.19 | 4250/- | One day/80 km package |
| 16 | Accommodation | Hotel East Avenue, Calicut | FO/267 | 37,440/- | 5 rooms @Rs. 2450/- + 12% GST for 2 days & @ Rs. 1785/-+ GST @ for extra 7 hours |
| 17 | Remuneration for the host institution staff | 1. DCS = 2 nos. 2. Invigilators = 28 nos. 3. MTS= 9 nos. | @Rs. 5,000/-  @Rs. 1200/-  @Rs.900/- | 51700/- | Three invigilators were in reserve. Of the 9 MTS, 3 were security guards (2 posted at the main gate and 1 at the building entrance on 18th May). 2 were employed for cleaning & other help on 17th and 4 on 18th May |
| Total amount withdrawn as supplier’s advance | | | | | Rs,1,40,000/- |
| Unspent Amount  (Paid at the Institute Cash Counter vide receipt no. 524118 dtd 23.05.19 | | | | | Rs. 21,178/- |

Dr. Shijith Kumar C

Deputy Chief Superintendent, AIISH UG & PG Entrance Exams, 2019, Calicut Centre