Submitted to the Director:

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

 Ref: SH/EE/ dated

Respected Madam,

 With reference to the above, the details of expenses incurred 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 |
|  | Envelops (small) | K.B. Commu., Mysuru |  | 50.00 |  |
| 1 | Morning tea | Hotel Gateway, Gundalpet | No. 21 dtd 16.05.19 | 175.00 |  |
| 2 | Lunch | 1)Hotel Mint Flower,2) Mathai’s Bakery, &3) Uduppi Veg. hotel,  S. Bathery | No. MR 7775 dtd 16.05.19No. MD 9292 dtd 16.05.19No. 126 dtd 16.05.19 | 1993  5080 | Veg & non.veg. hotels  |
| 3 | Dinner | Dakshin-the-Veg, Calicut | No. 2938 dtd 16.05.19 | 2079 |  |
| 4 | Transport charge  | Ola  | Nil | 400/- | From lodge to restaurant & return for 10 persons |
| 5 | Transport charge  | Zoom Car | Id JPS6B3838  | 1800/-  | Rental Car for 12 hrs. Paid online |
| 6 | 1. Morning Tea & Snacks
2. Tea & snacks @ 11 am
 | M.C. Sons Bakery, East hill (Near Kendriya Vidyalaya, Calicut) | No. 215 dtd 17.05.19 | 450/- 270/- |  |
| 7 | Lunch | 1)Hotel Paragon, Calicut2) Dakshin-the-Veg | No. D10371 dtd 17.05.19No. 979 dtd 17.05.19 | 1995/-478/- | Took in the evening |
| 8 | First-aid Kit | Cee Pee Medicals, Calicut | No.19599 dtd 17.05.19  | 130/- | Handed over to Aca. Section |
| 9 | Mineral Water | EPK Fruit Centre | No. Nil dtd 17.05.19 | 250/- | (25 no. of 500 ml @ Rs.10) for the Invigilators  |
| 10 | Dinner | 1. Hotel Ruchi Bhavan
2. Dakshin-the-Veg
3. Salkara Restaurant
 | No. 018247 dtd 17.05.19No. 31959 & 31962 dtd 17.05.19No. B6460 dtd 17.05.19 | Rs.272/-Rs.52/-Rs. 31/-Rs.894/- |  |
| 11 | Morning Tea & Snacks | M.C. Sons Bakery, East hill (Near Kendriya Vidyalaya, Calicut) | No.312 dtd 18.05.19 | 410/-  |  |
|  | Tea & snacks @ 11 am | M.C. Sons Bakery, East hill (Near Kendriya Vidyalaya, Calicut) | No.314 dtd 18.05.19 | 2500/- | For staff on duty at K.V. Calicut & AIISH team |
| 12 | Remuneration for the host institution staff  | 1. DCS = 2 nos.
2. Invigilators = 28 nos.
3. MTS= 7 nos.
 | @Rs. 5,000/-@Rs. 1200/-@Rs.900/- | 49,900/- | Three invigilators were in reserve. Of the 7 MTS, three were security guards, 2 posted at the main gate and 1 at the building entrance.  |
| 13 | Lunch  | 50 nos. | @Rs.150 | 7500/- +375/-(GST) | For staff on duty at K.V. Calicut & AIISH team |
|  | Dinner | 1. Top form restaurant
2. Dakshin-the-veg
 | No. 214396 dtd 18.05.19No. 3076 dtd 18.05.19 | 832/-1250/- |  |
|  | Transport  | RR Holidays, Calicut | No.5 dtd 18.05.19 | 4250/- | One day/80 km  |
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