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 16.05.19  No. MD 9292 dtd 16.05.19  No. 126 dtd 16.05.19 | 1993      50  80 | 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, Calicut  2) Dakshin-the-Veg | No. D10371 dtd 17.05.19  No. 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 17.05.19  No. 31959 & 31962 dtd 17.05.19  No. 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 18.05.19  No. 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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