ALL INDIA INSTITUTE OF SPEECH AND HEARING

**LIBRARY AND INFORMATION CENTRE**

SH/LIC/E-LA/2013-14 30.12.13

Sub: Crediting the supplier advance to personal S.B. Account-reg.

Ref: SH/Gym/2013-14 dated 17.03.14

Submitted to the Director.

With reference to the above, an advance amount of Rs. 73,000 was sanctioned for providing catering to the Kasthuri T.V. team in connection with the T.V. coverage of the institute activities from 21st to 24th March, 2014. An amount of Rs. 43,000 was drawn 22nd March, 2014 as supplier advance. The total amount spent on catering was Rs.63, 210 and the remaining amount of Rs. 20210 was personally paid to the catering agency and the settlement of bills and reimbursement of Rs. 20210 was approved vide SH/LIC/GHA/2013-14 dated 26.03.14.

The Accounts Section credited the amount due to my personal S.B account with bank of Baroda. It may please note that the amount can be taxable and hence, the Accounts Section may kindly informed to issue a letter stating that the said amount is re-imbrsed as a part of Gymkhana…..

Library and Information Officer