**ALL INDIA INSTITUTE OF SPEECH AND HEARING, MYSORE- 570 006**

**LIBRARY AND INFORMATION CENTRE**

SH/LIC/GHA/2013-14 26.03.14

Sub: Serving food and beverages to Kasthuri T.V. team- Settlement of supplier’s advance -reg.

 Ref: 1. Circular No. SH/Gym/2013-14 dated 17.03.14

 2. Approval Letter No.SH/LIC/GHA/2013-14 dated 20.03.14

Submitted to the Director through Vice President, AIISH Gymkhana.

 With reference to the above, an amount of Rs. 73,000/- (Rupees Seventy Three Thousand only) was sanctioned and an amount of Rs.43,000/- was drawn as supplier’s advance for providing catering to the Kasthuri T.V. team in connection with the T.V. coverage of the Institute activities from 21-03-14 to 24-03-14. A total amount of Rs. 63,210/- (Rupees Sixty Three Thousand, Two Hundred and Ten only) was spent for catering, the details of which are given below along with certified receipts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Name | Particulars | Receipt No. | Date | Amount spent (Rs.)  |
| 1 | Gurukrupa Food Supplies, Mysore | Breakfast, lunch and dinner from 21-03-14 to 24-03-14 | - | 24.03.14 | 43,950/- |
| 2 | Trinethra super market, Mysore  | Biscuits, juice | 1120148986 | 21.03.14 | 1161/- |
| 3 | Trinethra super market, Mysore  | Sugar, coriander, curry leaves, dahi (for preparing butter milk)  | 2309171423 | 23.03.14 | 469/- |
| 4 | Ashu Tea Stall, Mysore | Tea & paper cups | - | 25.03.14 | 1276/- |
| 5 | Udupi Srikrishna Khara Mixture, sweets & coffee centre, Mysore | Snacks | 107113 | 21.03.14 | 680/- |
| 6 | Loyal world, , Mysore | Juice | 197935 | 23.03.14 | 295/- |
| 7 | Madhu Plastic, Mysore | Disposable plates & glasses | 1559 | 21.03.14 | 764/- |
| 8 | Mr. Paul Catering Service, Mysore | Non-veg. Dinner | 106 | 23.03.14 | 12,600/- |
| 9 | Akshaya Enterprise, Mysore | Drinking water | 941 | 21.03.14 | 2015/- |
| **Total** | **Rs. 63,210/-****(Rupees Sixty Three Thousand, Two Hundred and Ten only)** |

 The balance amount of Rs. 20210/ (Rupees twenty Thousand, Two Hundred and Ten) has already been paid. Hence, it may kindly be reimbursed.

 Dr. Shijith Kumar C

 Chairperson, Catering Committee

Encl: Certified Bills No. 1-9