



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

☎ : (0542) 2367036, दूरभाष संख्या 0542 - 2367036; 6702065

Fax : 91-542-2367780 फॅक्स 0542 - 2367780 e-mail : dord@itbhu.ac.in, assistantregistrar.research@itbhu.ac.in

अधिष्ठाता कार्यालय
(अनुसंधान एवं विकास)

No. IIT (BHU)/R&D/21-22/ 95-1L

Office of the Dean
(Research & Development)

Dated: 09.07.2021

12

NOTICE

Enclosed please find herewith the formats for Approval of **Consultancy/ Testing** Fund Break-up.

Further, the request for approval of Fund Break-up will be considered on submission of duly filled and signed copy of aforementioned format at the Office of the Dean (R&D).

This will come into force with immediate effect.

This is issues with the approval of the competent authority.

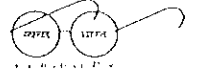
Assistant Registrar (R&D Admin.)

Encl. 1. Format for approval of **testing/ consultancy** fund break-up

Copy to:-

1. All the Deans, IIT(BHU).
2. All the Head of the Deptts./Coordinator of the Schools, IIT (BHU) with a request for its wide circulation among the faculty members.
3. The Chairman, Web Management Committee & E-mail Services Committee, IIT(BHU) - **for uploading it on the website of Institute.**
4. PS to the Director, IIT(BHU).
5. PA to the Registrar, IIT(BHU).
6. Jr. Supdt., (R&D Account), IIT(BHU).

Assistant Registrar (R&D Admin.)



Office of the Dean (Research & Development)

Format for approval of Consultancy/Testing Project Fund Break-up

Ref. No.

Date:.....

To,
The Dean (R&D),
IIT (BHU).

Subject: Approval of Consultancy/Testing Fund Break-up: reg.

Sir,

Following fund breakup is proposed for fund received in respect of Consultancy/Testing entitled
.....
Deptt./School registration Code No. total fund received
₹.....FY.....deposited vide **Challan No(s)**
dated..... (as per list enclosed) **Tax Invoice No(s)**
dated..... (as per list enclosed)

Kindly approve the same.

		Amount (INR)
1.	Total Project Cost	₹.....
2.	TDS Deducted	₹.....
3.	GST TDS (Paid by client)	₹.....
4.	GST (Paid by the Institute)	₹.....
	Balance	₹.....

Head Wise Distribution of Balance Amount

1.	Travel	₹.....
2.	Manpower	₹.....
3.	Contingency	₹.....
4.	Consumables	₹.....
5.	Other Expenses	₹.....
6.	Consultancy Charges	₹.....
7.	Testing Charges	₹.....

This is certified that this is in accordance with the funding agency's sanction and as per Institute Consultancy/Testing guidelines. Further, this is to certify that this is
*..... project.

Forwarded

Principal Investigator
(Name & Signature)

Head of Deptt./Coordinator of School
(Signature & Seal)

*Please specify whether this is Consultancy or Testing or Consultancy-cum-testing project.

For Dean (R&D) Office Use

Checked and found correct/not correct and
fund breakup may be approved/not approved.