



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



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**Office of the Registrar
(Budget & Co-ordination)**

कुलसचिव कार्यालय
(बजट एवं समन्वयन)

Ref No.: IIT (BHU)/Budget/LC/2017-18/20930

Date: 08.02.2018

All the Deans,
All the Heads of Departments/Coordinators of Schools
The Coordinators/Incharges of Units/Centres/Offices
The Professor Incharge, Main Workshop/CIFC
The Coordinator, GTAC
The Chairman, IWC
The Chairman, Senate Library Committee
The Chairman, Council of Wardens
The Chief Councilor, Gymkhana,
IIT (BHU), Varanasi

Subject : Cessation of services pertaining to opening of LCs and forex transactions from the SBI, BHU Branch.

Dear Sir/Madam,

This is in continuation to this office circular no. IIT (BHU)/Budget/LC/2016-17/18664, dated 18.03.2017 and IIT (BHU)/Budget/LC/2017-18/15206, dated 22.11.2017 regarding empanelment of HDFC Bank Ltd., BHU Trauma Centre Branch and Axis Bank Ltd., Mahmoorganj Branch in addition to SBI, BHU Branch for providing forex services and opening of LCs, etc.

In this connection, this is to inform that the SBI, BHU Branch has recently stopped providing of aforesaid services at its branch and the same are being provided by its Kachahari Branch, Varanasi.

In view of above, I am, directed to inform all the concerned that now onwards all the matters pertaining to opening of LCs and Forex Services may be executed from SBI, Kachahari Branch, HDFC Bank Ltd., BHU Trauma Centre Branch and Axis Bank Ltd., Mahmoorganj Branch, Varanasi, as per convenience. The relevant formats pertaining to opening of LCs by the aforementioned banks are available on the website of the Institute.

This may kindly be brought to the notice of all the concerned.

Yours faithfully,


Assistant Registrar
8.2.18

P.T.O.

Copy forwarded to following for information:

1. The Dy. Registrar (Accounts), IIT (BHU).
2. The Assistant Registrar (Accounts-I), IIT (BHU).
3. The Assistant Registrar (R & D)-Admin, IIT (BHU)
4. The Assistant Registrar (R & D)-Finance, IIT (BHU).
5. The Assistant Registrar (Special Fund), IIT (BHU).
6. The Assistant Registrar (IWD), IIT (BHU).
7. The Assistant Registrar (AA & BS), IIT (BHU).
8. The Section Officer (Trade Bills), IIT (BHU).
9. The Section Officer (IP Cell), IIT (BHU).
10. The P.S. to the Director, IIT (BHU).
11. The P.A. to the Registrar, IIT (BHU).


Assistant Registrar
8.2.18