

Advance:

Bank Account No: \_\_\_\_\_\*

Expenditure:

Basic Pay: \_\_\_\_\_

**TEQIP-III, DUIET, Dibrugarh University, Dibrugarh-786004, Assam**

Contingent Bill&Settlement of Accounts: TEQIP-III (*Incomplete applications will not be processed*)

In Favour of: \_\_\_\_\_\*

Name of the event: \_\_\_\_\_\*

Date(s) of Event: (From -- To) \_\_\_\_\_\*Duration: Number of Days: \_\_\_\_\_\*

Sl. No.	Expenditure Head/Description	Total	Check list
1.	Travelling Allowance		1. Travelling Allowance Bill
2.	Accommodation		2. Air/ Rail ticket with boarding pass
3.	DA		3. Hotel bill
4.	Registration Charges		4. Registration fees invoice
5.	Any other		5. RC if travelled by own car
TOTAL			6. Service provider bill if travelled by hired car
			7. Others: _____

*Certified that the grants have been spent for the purpose for which it has been sanctioned & all bills / vouchers counter signed by me/us have been attached. I/We have also submitted Event Reports, Invitation letter etc.*

**Signature with name & dates**

**FOR OFFICE USE ONLY**

Accept  Reject

PAY ORDER BY TEQIP-III, DUIET Passed for Payment Rs. _____			Pay order by Auditor	Note:
Project Assistant	Nodal Officer (Procurement/Academic.)	Coordinator TEQIP-III	Auditor	
Project Officer	Nodal Officer(Finance &Accounts)	Director, DUIET		

1.Component Head:\_\_\_\_\_

2.Allocated Amount: Rs \_\_\_\_\_

3.Balance (Available): Rs \_\_\_\_\_

**\*Compulsory**