**BIRLA INSTITUTE OF TECHNOLOGY**

**MESRA,RANCHI**

**To be attached with Bills related to Seed Money**

  **Date: / /20**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Project Code: Seed Money | Date of Start |  | Date of End: |  | Year for Approval: |
| Name & Emp. Code of the Faculty to whom the seed money is alloted |  |

|  |  |
| --- | --- |
| **Name of payee (As per the Bank)****Bank Name & Address:** **Bank A/C No:****IFSC code:** |  |

|  |  |  |
| --- | --- | --- |
| **HEAD WISE EXPENSE DETAILS** | **Amount** | **Page No. of Stock Register** |
| Equipment |  |  |
| Consumable  |  |  |
| Contingency |  |  |
| Travel Expense |  |  |
| Books & Journals |  |  |
| **Total Amount** |  |  |

  **I hereby Certify that, items purchased/bills submitted are related to my ongoing project and I am personally,**

 **satisfied that these goods purchased are of the requisite quality and specification, and have been purchased from a**

 **reliable supplier at a reasonable price.**

|  |  |  |
| --- | --- | --- |
| **Name of Billing Person** | **Name of P.I.** | **Signature of Head** |
| **Signature of Billing Person** | **Signature of P.I** |  |

|  |  |
| --- | --- |
| Received by:Date: | Checked By: |
|  Assistant Registrar (Finance)  |  Assistant Registrar: (Sponsored Research Cell) |
|  Dean of RIE: | Registrar: |