**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: |