



**BIRLA INSTITUTE OF TECHNOLOGY  
MESRA, RANCHI – 835 215**

**ESTATE OFFICE**

**Advt. No.: EO/2026-27/QAN/01**

**Date: 23<sup>rd</sup> June 2026**

**NOTICE**

Vacant quarters in the Institute Campus are available for allotment. Employees of the Mesra Campus may apply to the **Estate Office** for allotment of quarters on or before **10<sup>th</sup> July 2026 (Friday) by 17:30 hours**.

All concerned are required to **apply afresh** in the prescribed application form for quarter allotment attached with this notice.

The respective Heads of Departments/In-Charges of various Sections are hereby requested to circulate this **Notice** and **Application Form for Quarter Allotment** among the concerned faculty and staff members of their department/section. The application form can also be downloaded from our Institute website.

Please note that the numbers of available quarters are limited, and allotment shall be made strictly based on the guidelines for allocation of quarters to BIT Mesra employees and its further amendments.

Following documents need to be mandatorily attached with the Application Form for Quarter Allotment:

1. Latest Salary Slip (May 2026)
2. Proof of Last Promotion/Up-Gradation (if any)

List of vacant quarters are appended below:

S. No.	Quarter Nos.	Eligibility for Application
1.	B-II/05, B-II/06*	Faculty/Officers in Pay Level AL-13/L-13 or above and equivalent
2.	C-I/01, C-I/11, C-I/13	Faculty/Officers in Pay Level AL-12/L-12 or above and equivalent
3.	C-II/22, C-II/35, C-II/51, C-II/52	Faculty/Officers in Pay Level AL-11/L-11 or above and equivalent
4.	D-I/04, D-I/22, D-I/24, D-I/28, D-II/07	Faculty/Officers in Pay Level AL-10/L-10 or above and equivalent
5.	TH-201*, TH-205*, TH-206, TH-208 [Transit Hostel] TA-24 [Transit Accommodation]	Faculty/Officers in Pay Level AL-10/L-10 or above and equivalent (New Joinees)
6.	B-II/01 (A), B-II/02 (A), B-II/02 (B), B-II/3 (A), B-II/4 (B)	Faculty/Officers in Pay Level AL-10/L-10 or above and equivalent (Bachelor Accommodation)
7.	E-I/09, E-I/32*, E-I/66	Staff with Pay Level L-3 to L-9
8.	F-I/14, F-I/17 F-II/02 G-I/02, G-I/03, G-I/11, G-I/12, G-I/13, G-I/14, G-I/15, G-I/21 G-II/30, G-II/31 GR-I/11, GR-II/01, GR-II/02, GR-II/05, GR-II/06 K-I/12, K-I/18, K-I/23 SG-12, SG-13	Staff with Pay Level 2 & below

\* **Indicative Vacancies** = Quarters that are likely to fall vacant upon possession of allotted quarters or superannuation.

*Anand Kumar*  
23.06.26  
**AR (Estate) & Member Secretary  
Quarter Allotment Committee (QAC)**

**Copy to:**

- (1) Head/In-Charge of Depts./Sections – for circulation amongst Employees
- (2) All Utilities (Estate/Garden/Electrical Maintenance/ Water Supply/Dispensary/ Guest House etc.)
- (3) Chairman & Members – Quarter Allotment Committee
- (4) Deans, Registrar, Controller of Examination, Finance Officer, Dy. Comptroller, Associate Deans
- (5) Dy. Registrars, AO (E&HR), Asst. Registrars'
- (6) P.S. to Vice Chancellor
- (7) Webmaster – with a request to upload the Notice and Application Form on the Institute website
- (8) File(s)

**Enclosures:** Application Form for Quarter Allotment