Tripura Institute of Technology
P.O. : Agartala Aerodrome, Narsingarh, Tripura(W), Pin: 799009

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MINUTES OF THE 9th MEETING OF THE BOARD OF GOVERNORS HELD ON 12th January, 2018 AT TRIPURA INSTITUTE OF TECHNOLOGY

The 9th meeting of the Board of Governors of the Institute was held on January 12, 2018 at 3.00 P.M. in Tripura Institute of Technology.

Due to some urgent issues Sri Sushil Kumar, IAS, Principal Secretary of Higher Education, Government of Tripura & Chairperson of the Board of Governors (BOG), TIT, Agartala could not attend the meeting. Dr. B. Palit, Director, Education (Higher) Department, Government of Tripura & Member of BOG has presided over the meeting on recommendation of the Chairperson. The following members of the BOG were present in the meeting:

1. Dr. B. Palit, Director, Education (Higher) Department, Government of Tripura.
2. Prof. Dipak Ranjan Poddar, Emeritus Professor & Former HOD, ETCE Department, Jadavpur University, Kolkata
3. Prof. S.C.Saha, Professor of NIT Agartala
4. Prof. Kalyan Kumar Bhar, Dean R&D, Professor of Civil Engg. Dept. and Head of Computer Centre, Indian Institute of Engineering Science & Technology, Shibpur, Howrah.
5. Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati.
6. Prof. R. K. Nath, Professor, Department of Chemistry, Tripura University.
7. Sri Bijoy Kr. Upadhyaya, Associate Professor, TIT, Narsingarh.
8. Sri A. K. Das Chaudhuri, Principal(I/C), TIT, Narsingarh.

Sri Gautam Kumar Singha Roy, Executive Director- Asset Manager, ONGC Ltd. Tripura Asset, Agartala and Member of the BOG could not attend the meeting due to unavoidable reasons.

Dr. B. Palit, Director, Education (Higher) Department, Government of Tripura & Member of BOG welcomed Prof. Dipak Ranjan Poddar, Prof. S. C. Saha, Prof. Kalyan Kumar Bhar, Prof. Sudip Talukdar, Prof. R. K. Nath and the other members of BOG. The Chairperson then invited the Principal (Ex-officio Member, BOG, TIT) to initiate discussion on agenda items.

Signature of Chairperson

Before discussion Head of Departments of Computer Science & Engineering and Mechanical Engineering directed to deliver about their department through Power Point Presentation mentioning their achievement, success and status of their Department.

Dr. Jhunu Debbarma, Head of the Department of Computer Science & Engineering delivered about the same. But Sri Debraj Das, Assistant Professor & Academic Coordinator of Mechanical Engineering Department was present and unable to deliver the presentation.

After detailed discussions, following decisions were taken by the BOG which is mentioned item wise.

Agenda Item No.9.1   Confirmation of the minutes of 8th BOG meeting.

The minutes of the 8th BOG meeting as circulated to all concerned were placed for confirmation and accepted by the Board.

Agenda ItemNo.9.2   Action taken on the decisions of 8th BOG meeting.

Action taken on the decisions of the 8th BOG meeting has been reviewed and the following observations are made.

1. Dr. Jhunu Debbarma, Head of Computer Science & Engineering Department has presented about their Department and Members of BOG suggested her in various ways for the development of Computer Science & Engineering Department.

    Mr. Debraj Das, Academic Coordinator of Mechanical Engineering Department appeared before the BOG on behalf of the Head of Mechanical Engineering Department and he explained his inability to deliver about the status of Mechanical Engineering Department through Power Point Presentation. In view of the statement made by Sri Debraj Das, all Members of BOG have taken the matter seriously about the faculty members of Mechanical Engineering Department and directed not to spare in this regard in future for such type of activities of inability before the BOG of Tripura Institute of Technology.

2. Efforts taken by the Institute to invite Senior Faculty Members for conducting special classes under TEQIP-III and appreciated by the BOG.

Signature of Chairperson

3. BOG has appreciated about the efforts taken by the Institute for 15(fifteen) Assistant Professors joined in the Institute under TEQIP-III provided by NPIU, MHRD, Govt. of India and as such there is no deficiency related to faculty members of the Institute.

4. Members of BOG has confirmed about the Minutes of 8th BOG Meeting and accepted accordingly.

Agenda Item No.9.3   **Ratification of some decisions approved by the Chairperson of BOG on urgent issues regarding implementation of TEQIP-II Project.**

Members of BOG has ratified and approved all issues have been accorded under TEQIP-II by the Chairperson of BOG. Details may be seen in **Annexure-I** (Page No. 12).

Agenda Item No.9.4   **Ratification of some decisions, approval and sanction of funds by the Principal as per delegation of power approved by the BOG for TEQIP-II Project.**

Members of BOG has ratified and approved all issues have been accorded under TEQIP-II by the Principal of Tripura Institute of Technology. Details may be seen in **Annexure-II** (Page No. 13-14).

Agenda Item No.9.5   **Introduction of TEQIP-III and permission of utilization of funds thereof under TEQIP-III Scheme.**

Members of BOG has approved all the expenditure to be incurred under TEQIP-III towards the academic activities as per the mandate of AICTE, Induction Workshop for 1st Year Students, Summer Internship of Students to make the students ready for Industries, Refresher/Orientation Courses for Faculties, Faculty Development Programs and Infrastructure Development of different Laboratories.

Signature of Chairperson

Agenda Item No.9.6   Approval of Action Plan under TEQIP-III.

Members of BOG approved all the time bound action plans are being prepared for various activities as per the guidelines of NPIU which have been approved by the Head of TEQIP Unit and subsequent approval of the NPIU and implemented accordingly. The House has approved and ratified all the activities under TEQIP-III and details may be seen in **Annexure-III** (Page No. 15-24) and provided the delegation of power for sanctioning and approval for implementation of time bound activities as and whenever required in future as per the Mandate of NPIU and as well as AICTE.

Agenda Item No.9.7   Approval of Procurement Plan under TEQIP-III.

The House has approved all the Procurement plan for up gradation/ setting up laboratories which are mentioned below:-

(a) **Up gradation / Setting up of Laboratories** –

(i)	Computer Department	70 lacs
(ii)	Electronics & Communication Department	50 lacs
(iii)	Electrical Engineering Department	85 lacs
(iv)	Civil Engineering Department	85 lacs
(v)	Mechanical Engineering Department	85 lacs
(vi)	Equipments for Workshop & additional Workshops common to all Departments	40 lacs
(vii)	Laboratories of Science & Humanities Department.	40 lacs
(viii)	Networking for whole campus along with the Wi-Fi facilities with a Central Computer Server.	70 lacs

(b) Procurement of Computers and Printers for the Institute required for Library reading room (50 nos.),office purposes (20 nos.), Central Computer Centre (52 nos.), Video Conference Set, Moocs & Swayam Prabha etc.   75 lacs

                                        Total: 600 lacs

The House has approved all the packages for procurement which have been uploaded to PMSS and details may be seen in **Annexure-IV** (Page No. 25-27)

Signature of Chairperson

However, the House has advised to modify the package No.17 for the procurement of items at the Institute level instead of Computer Science & Engineering Department only for **"Lecture Capture Hardware for three class rooms"** and may be utilized for the Institution as a whole for UG Courses.

Agenda Item No.9.8   **Approval for Implementation of Action Plan as per AICTE Mandate.**

The House has approved all the AICTE Mandate which has been implemented by the Institution are listed below and the House advised to comply all the AICTE Mandates time to time:

I.   Induction Program for 1st Year Students for which 03(three) faculty members taken the training from IIT Guwahati in this regard.

II.   Establishment of Start up Centre within the Institute.

III.   Moocs & Swayam Prabha.

The House has approved the delegation of Power to the Head of Institution towards the expenditure to be incurred from the TEQIP-III Fund/other sources of fund to implement the AICTE Mandates as and whenever required.

Agenda Item No.9.9   **Delegation of power to The Chairperson of BOG for approving urgent issues, if occurs regarding implementation of TEQIP Project subject to ratification in the next meeting.**

The House agreed and recommended unanimously for taking up decision accordingly on urgent issues subject to ratification by the BOG.

Agenda Item No.9.10   **Delegation of Financial Power to the Principal & TEQIP Head.**

To implement World Bank Assisted TEQIP-III Project the House has approved the delegation of financial & administrative power to the Principal & other functionaries as per the guidelines of NPIU. The power has been delegated by the BOG similar to TEQIP-II Scheme which are mentioned below:

Signature of Chairperson

1. Delegation of Financial Power
   a. Principal

For single purchase order	– Rs. 20 lacs.
Limit for consumable	– Rs. 0.50 lac.
Limit for non-consumable	– Rs. 20 lacs.
Limit for hiring services	– Rs. 10 lacs

   b. Head of the Department or equivalent

For single purchase order	– Rs. 0.50 lac.
Limit for consumable	– Rs. 0.10 lac.
Limit for non-consumable	– Rs. 0.50 lac.

   c. All expenditure above Rs.20 lacs would have to be approved by the Board of Governors. Similarly all expenditure above Rs.0.50 lac by the Head of the Department shall be approved by the Principal provided that the DFPRT is not violated.

2. Administrative Power of Functionaries:

Activities	Proposed Approving Authority
Consultancy service	Principal
Continuing Education Programs	Principal
Deputing faculty members to attend conferences & training Programs (abroad).	BOG
Deputing faculty members to attend conferences & training Programs (within India).	Principal
Deputing staff members to attend training programs (within India).	Principal
Faculty Development Programs	Principal
Leaves (3 months or above) to faculty members for academic purposes.	BOG
Leaves (less than 3 months) to faculty members for academic purposes.	Principal
Organization of International conferences and training Programs inside campus	Principal
Staff Development Programs inside campus	Principal

The House has approved all of above.

Agenda Item No.9.11   NBA Application Status of Three Departments i.e. CSE, ME & ECE.

The House has informed about the status of three Academic Departments namely Mechanical Engineering, Computer Science & Engineering and Electronics & Communication

Signature of Chairperson

Engineering submitted Applications for pre-qualifications of NBA Accreditation and reasons of rejection thereafter.

The House has advised to comply all the Mandate of AICTE by developing the necessary infrastructure of the Institution.

Regarding the NBA related matters have been discussed in the BOG meeting and House has advised to apply for NBA Accreditations of 05(five) academic departments at the earliest.

Agenda Item No.9.12 Approval of Mission and Vision of Electrical Engineering Department.

The House has approved the Mission and Vision of Electrical Engineering Department with minor modification which are mentioned below:

<u>Vision of the Electrical Engineering Department</u>:

The Vision of Electrical Engineering Department is to produce globally competitive and socially active engineering graduates suitable for profession, higher studies and research in the frontier areas of Electrical and allied fields, so as to help the society to achieve self sufficiency.

<u>Mission of the Electrical Engineering Department</u>:

1. To produce quality engineers capable of becoming successful entrepreneur, scientists, managers to meet the global manpower demands.

2. To develop and disseminate technology to meet energy requirements for society.

3. To develop the infrastructure for research & innovation works on the field of renewable energy for the sustainable development of the Nation.

Signature of Chairperson

Agenda Item No.9.13   AICTE and NPIU Mandate to apply the applications within 31st May, 2018 for the prequalification for NBA Accreditation of 05(Five) courses.

The House has advised to take the necessary actions accordingly for NBA Accreditation for 05(five) UG Courses and all Academic Departments are to be dedicated enough to create the infrastructure which are most essential for NBA Accreditation.

All the Academic Departments also advised to submit applications immediately for NBA Accreditation.

Agenda Item No.9.14   Approval for different aspects to make the zero deficiency for NBA Application.

The House has advised to take immediate actions by the Institution to make the zero deficiency for NBA Accreditation which are as follows:-

a) Adequate numbers of Computers should be procured immediately for the Computer Centre for UG Courses and Simulation Laboratories of 05(five) Academic Departments excluding Computers procured for Language Laboratory and also for interfacing different equipments/machineries.

b) All Laboratories should be well equipped in all respects.

c) Each Academic Department should have at least one Smart Classroom.

d) All the Classrooms should have one Projector.

e) Adequate numbers of Books should be procured for the Library of UG Courses maintaining the norms and standards of AICTE.

f) Adequate numbers of National Journals should be subscribed as per the Mandate of AICTE.

g) Procurement of Software to identify the plagiarism.

The House has advised that all Academic Departments should carefully go through the AICTE Approval Process Handbook.

Signature of Chairperson

Agenda Item No.9.15   **Acute shortage of Support Technical Teaching Staff and proposal for recruitment by the Department.**

The House has advised the Institution to finalize the requirements of Technical Teaching Staff for the engagement on contract basis to run laboratories smoothly till the regular appointment are to be made by Education (Higher) Department, Govt. of Tripura.

The House has unanimously advised to utilize the fund accumulated through tuition fees to incur as salary component for the engagement of contractual Support Technical Teaching Staff till the regular appointment are to be made by Education (Higher) Department, Govt. of Tripura.

The House has also advised for the contractual engagement of staff for Watch & Ward, Sweeping & Cleaning for the Degree Campus and their salary component may be paid from the fund accumulated through tuition fees and Department of Higher Education may be requested for the allotment of fund time to time in this regard.

The House has also advised to utilize the fund accumulated through tuition fees for the overall development of the Institution as and whenever required.

Agenda Item No.9.16   **Requirement of EPABX System, CCTV Camera, Wi-Fi Facility in New Campus of Degree Engineering.**

The matter has been informed to the House about the fund approved by the Education (Higher) Department, Govt. of Tripura and the said works is under process of procurement as the CCTV Camera coverage within the Institute Campus are mandatory.

The House has advised to take the immediate step for Wi-Fi facilities in the Degree Engineering Campus.

Agenda Item No.9.17   **Approval for expenses towards the TA & DA and others as communicated by the NPIU.**

This matter for approval has been placed to the House as per the advice/directives of the Director, Education (Higher) Department for approval.

The House has approved the same for the expenses as communicated by the NPIU for the expenses towards the TA & DA and others.

The details may be seen in **Annexure-V** (Page No. 28-48).

Signature of Chairperson

Agenda Item No.9.18   **Ratification of some decisions approved by the Director of Higher Education on behalf of the Chairperson of BOG on urgent issues regarding implementation of TEQIP Project.**

The House has ratified the expenditure incurred as per the approval of Director of Higher Education on behalf of the Chairperson of BOG for attending training/workshop by faculty members & staff and the details may be seen in **Annexure-VI** (Page No. 49-51).

Agenda Item No.9.19   **Ratification of some decisions, approval and sanction of funds by the Principal as per delegation of power approved by the BOG.**

The House has ratified the expenditure incurred towards the expenses of incremental operating cost and others such as inviting eminent faculty members to take the special classes. The details may be seen in **Annexure-VII** (Page No. 52).

Agenda Item No.9.20   **Approval for reimbursement of tuition fees for up gradation of qualification of regular faculties.**

The House has approved the matter for the reimbursement of tuition fees for up-gradation of qualification of faculty members those who are pursuing higher studies or willing to pursue higher studies.

The House has also approved for the reimbursement including TA & DA of faculties for attending International Conferences.

Agenda Item No.9.21   **Adoption of Annual Accounts of TEQIP-II Project for the financial year 2017-18.**

The House has approved the same.

Signature of Chairperson

Agenda Item No.9.22   **Any other issues which may come up at the time of discussion on permission of The Chairperson.**

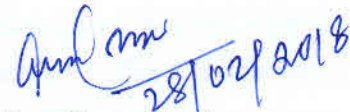The following issues have been discussed in the BOG Meeting and the House has approved followings:-

a) Faculty Members from Reputed Technical Institutions/Universities may be invited under TEQIP-III Scheme like TEQIP-II Scheme for special classes. The honorarium of the faculties should be maximum Rs.5,000/- per day plus the expenses to be incurred for their hospitality such as lodging & fooding at an actual, local transportation and travelling expenses for their to & fro journey.

b) Resource Persons from Industries may also be invited for special classes and also to share the innovative ideas which are being implemented in Industries and the expenditures for this purposes may be incurred following the same guidelines as mentioned in 'a'.

c) Remedial Classes may be conducted by the Faculty members of the Institution exclusively for weak students subject to the condition that proposal for remedial classes should be submitted by faculty members with proper justifications and their honorarium is @ Rs.500/- per hour.

d) Contractual faculties engaged under NPIU, MHRD, Govt. of India may attend the faculty Development Program utilizing the fund of TEQIP-III as per the guidelines of NPIU.

Meeting ended with vote of thanks to all.

(Dr. B. Palit)
Director, Higher Education Dept.
&
On behalf of Chairperson, BOG, TIT

Copy forwarded to:
1. Prof. Dipak Ranjan Poddar.
2. Prof. S. C. Saha.
3. Prof. Kalyan Kumar Bhar.
4. Prof. Sudip Talukdar.
5. Prof. R. K. Nath.
6. Asset Manager, Tripura, ONGC(INDIA) Ltd.
7. Sri Bijoy Kr. Upadhyaya.
8. PS to the Secretary, Higher Education Department.

(A. K. Das Chaudhuri)
Principal (I/C), TIT
Member Secretary of BOG

Signature of Chairperson

Ratification of some decisions, approval by the Chairperson of BOG on urgent issues regarding implementation of TEQIP-II project.

i) Re-engagement of Manager (IS), TEQIP Unit

Based on the recommendation of the TEQIP unit and Principal , TIT , the man in the position of Manager (Information System) is re-engaged for another one contract, w.e.f 04.04.2017 to 31.07.2017 .

ii) Re-engagement of Accountant, TEQIP Unit

Based on the recommendation of the TEQIP unit and Principal, TIT, Narsingarh the man in the position of Accountant TEQIP Unit is re-engaged for another two contract w.e.f 04.04.2017 to 31.07.2017 and 02.08.2017 to 15.10.2017.

iii) Hiring of Manpower

Based on the recommendation of the TEQIP unit and Principal, TIT three man power hired as 1) Office Assistant, 2) Data Entry Operator and 3) Support Worker (Group-D) through Agency w.e.f 01.04.2017 to 31.07.2017.

iv) Hiring of Vehicle:

Chairperson, BOG has approved the proposal of hiring vehicle being used by TEQIP Unit w.e.f 01.04.2017 to 31.07.2017.

v) Purchase of MIS Software amounting Rs.23,49,795/- under the head of capacity development which has been duly approved by the Finance Committee framed for Tripura Institute of Technology for TEQIP Project only.

vi) Expenditures for Training purposes:

SL.NO.	NAME	AREA OF TRAINING & DURATION	AMOUNT SPENT
1	Ankur Biswas	training programme on "Image Processing using MATLAB" at NITTTR, Kolkata from 05.12.16 to 09.12.16	17295
2	Jibesh Datta	workshop on "Disaster Management" at NIT, Karnataka, Surathkhal	33,075

09/01/2018

Coordinator
TEQIP Unit
TIT, Narsingarh

ANNEXURE— . II
(13)

Ratification of some decisions, approval by the Principal In-charge, TIT (FSD- in-house Program)

1. **Expenditure towards conducting the National Conference:**

   National Seminar on Recent Trends in Engineering and Technology" was conducted on 17.03.2017 & 18.03.2017 for the amount of Rs. 12,09,997/-.

2. **Faculty Development Program/ III Cell related   activity conduted within the Institute:**

Sl.	Name of the Program with affiliation	Department in TIT	Coordinator	Expenditure incurred (in INR)	No. of Participant
1	JAVA programming	CSE	Mr.Gautam Pal, Asst.Profosser,TIT	106263.00	78
2	Extempore Competition in connection with celebration of 49th Engineers Day	CE	Mr.Arijit Banik, Asst.Professor, TIT	28725.00	65
3	VLSI and EDA Tools	ETCE	Dr. Angshuman Chakraborty, Asst.Professor, TIT	82707.00	47
4	Android Application Development	CSE	Mr.Bibhash Roy, Asst.Professor, TIT	79315.00	36
5	Application development through Dot Net.	CSE	Mr.Bibhash Roy, Asst.Professor, TIT	85537.00	42
6	Problems and scope in research and development	CE	Arijit Banik	22195.00	61
7	Engineering Trends of computer Technology in industry	CSE	Mr.Gautam Pal, Asst.Profosser,TIT	125013.00	71
8	Entrepreneurship Skill Development using open access report	CSE	Mr.Gautam Pal, Asst.Profosser,TIT	88228.00	45

09/01/2018

Coordinator
TEQIP Unit
TIT, Narsingarh

9	Soft Skill Development Program for BE final Year and Pre final year students	EE	Mrs.Kaberi majumder	87310.00	55
10	Campus Interview for SSB preliminary Selection process by Indian Army	CSE	Mr.Bibhash Roy, Asst.Professor, TIT	15058.00	35
11	Energy Conservation titled "EnergiaCon 2K14"	CSE	Mr.Gautam Pal, Asst.Profosser,TIT	1,32,469	107
12	Android Programming from 08.03.2017 to 10.03.2017	ETCE	Mr.Bijoy Kr.Upadhyaya, Associate Professor, TIT	36,476 + lunch bill	48
13	Employment and Employability on 20.03.2017	ETCE	Mr.Bijoy Kr.Upadhyaya, Associate Professor, TIT	18,516 + lunch bill	22
14	Embedded System from 02.03.17 to 04.03.2017	ETCE	Mr.Rajib Biswas, Asst.Professor, TIT	63,205	48
15	PINGALAB from 06.03.2017 to 08.03.2017	ETCE	Dr.Angshuman Chakraborty	41,594	55
16	Modern Surveying from 02.03.2017 to 04.03.2017	CE	Mr.Samir Kanti Bhusan,Associate Professor,TIT	1,18,704	60

3. Training of support Technical Staff

SL.NO.	NAME	AREA OF TRAINING & DURATION	AMOUNT SPENT (R.)
1	Apurba Kr. Das	"Electrical Power System and Protection" from 09.01.2017 to 13.01.2017 at NITTTR, Kolkata .	16,443
2	Pijosh Kanti Roy	raining programme on "Computer Based Production Management" from 17.10.16 to 21.10.16 at NITTR, Chandigarh	16,591

09/01/2018

Coordinator
TEQIP Unit
TIT, Narsingarh

Revised Action Plan for the 4th Quarter:2017-18

Subcomponent1.1:Institutional Development Grants to institutes in focus States Faculty Reforms

Name of the Institute: TRIPURA INSTITUTE OF TECHNOLOGY, NARSINGARH

(Amount in Rupees)

Quarter-4

Heads	Component Code	Sub-Heads	January, 2018 Specific Activities	Estimated Exp.	February, 2018 Specific Activities	Estimated Exp.	March, 2018 Spefic Activities	Estimated Exp.	Total Expenditure Estimates
Procurement of goods	1.1.1.1	Equipments	Nil	0.00	Nil	0.00	VC Set, LED TV for AV room, NDT equipment, Physics Lab-I, Fluid Machines, Gas Dynamics, Equipments for Adv. Comp Lab, Firewall Equipment Set	10000000.00	11020000.00
	1.1.1.2	Learning resources	Nil	0.00	Nil	0.00	GIS SOFTWARE	1020000.00	
	1.1.1.3	Furniture	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.1.4	Minor civil works	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.2.1	Improve student learning	Induction Program: Induction program for 1st yr student/ Gate coaching; Techfest participation in IIT/NIT by students/GATE Coaching; Remedial classs/special class	300000.00; 150000.00; 120000.00	NIL; Techfest participation in IIT/NIT by students; Remedial classs/special class/ soft skill	50000.00; 385000.00	GATE Coaching/Techfest; Remedial classs/special class/ soft skill	200000.00; 385000.00	1590000.00
	1.1.2.2	Research Assistantships	NIL	0.00	NIL	0.00	NIL	0.00	0.00
	1.1.2.3	Graduates employability	Start up Activity: Expert Lecture / Motivation through Local Entrepreneur / Seed money for startup project/Exposure visit of startup committee; Industry Readiness: Mock Interview/soft skill	100000.00; 200000.00	Start up Activity: Awerness Drive / Workshop / Seed money for startup project; Industry Readiness: Technical Refresher Course	100000.00; 50000.00	Exposure Visit to Startup, incubation Centres etc./ Seed money for startup project; Industry Readiness: Mock Interview	200000.00; 50000.00	700000.00

		Workshop for students invoving industry expert / Visit of Industry by students/ lectures by industry experts/ seminar etc.		Workshop for students invoving industry expert / Visit of Industry by students/ lectures by industry experts/ seminar etc.		Workshop for students invoving industry expert / HR Meet		
			450000.00		170000.00			200000.00
1.1.3.1	Consumables	office & LAB, consumble expences	100000.00	office & LAB, consumble expences	50000.00	office & LAB, consumble expences	50000.00	200000.00
1.1.3.2	Operation and maintenance of equipments	maintenance of lab. Equipment	100000.00	maintenance of lab. Equipment	100000.00	maintenance of lab. Equipment	50000.00	250000.00
1.1.3.3	Office expensses (The activities include: stationary; printing, etc.)	expenditure towards office related misc. items	20000.00	expenditure towards office related misc. items	10000.00	expenditure towards office related miss. items	15000.00	45000.00
1.1.3.4	Meetings (only project related meetings)	regular follow up of activities including BOG	200000.00	regular follow up of activities	10000.00	regular follow up of activities	20000.00	230000.00
1.1.3.5	Hiring of Vehicles (only for project activities)	hiring of vehicles for TEQIP-III Office	10000.00	hiring of vehicles for TEQIP-III Office	10000.00	hiring of vehicles for TEQIP-III Office	5000.00	25000.00
1.1.3.6	Travel Cost (only for project activities)	Local visit to office/Institutes etc for office related activities	20000.00	Local visit to office/Institutes etc for office related activities	20000.00	Local visit to office/Institutes etc for office related activities	10000.00	50000.00
1.1.3.7	Salary (for TEQIP office staff)	staff of TEQIP-III	100000.00	staff of TEQIP-III	100000.00	staff of TEQIP-III	100000.00	300000.00
	TOTAL		3330000.00		4295000.00		1387500.00	2150000.00

Operating Cost

(handwritten) 01/12/17 at 8PM

No.	Category		Value		Value		Value	Total
1.1.2.4	Faculty/Staff Development and motivation	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	800000.00	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	1000000.00	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	800000.00	2660000.00
1.1.2.5	Research and Development	SWAYAM PRAVA Grant to Faculty for Setup Box. students and faculty projects / Attending conferences etc.	20000.00 / 100000.00	SWAYAM PRAVA Grant to Faculty for Setup Box students and faculty projects	20000.00 / 100000.00	SWAYAM PRAVA Grant to Faculty for Setup Box. students and faculty projects / Attending conferences etc.	20000.00 / 100000.00 / 300000.00	
1.1.2.6	MOOCs and Digital learning	SWAYAM: Registration for SWAYAM Courses / Nil	60000.00 / 0.00	SWAYAM: Registration for SWAYAM Courses / Nil	30000.00 / 0.00	Skill upgradation through SWAYAM/NPTEL, online courses etc. / SWAYAM PRABHA infrastructure ready to use	70000.00 / 0.00	160000.00
1.1.2.7	Mentoring/Twinning system	Support for T&P / Faculty training / R & D / Student Intership / Support for NBA	200000.00	Support for T&P / Faculty training / R & D / Student Intership / Support for NBA	200000.00	Support for T&P / Faculty training /R & D / Student Intership / Support for NBA	200000.00	600000.00
1.1.2.8	Reforms, Governance	NBA related activities	30000.00	NBA related activities	20000.00	NBA related activities	30000.00	80000.00
1.1.2.9	Management Capacity development	NIL	0.00	NIL	0.00	Training of administrative / sr. staff	100000.00	100000.00
1.1.2.10	Hiring Consultancy Services	NIL	0.00	NIL	0.00	NIL	0.00	0.00
1.1.2.11	Industry-Institute Interaction	Mandatory Internship: Communication with Industries for Internship / MOU Signing	250000.00	Mandatory Internship: MOU Signing with industries/ work shop for students/industry/ conclave/assitance from mentor institution/field visits etc.	1870000.00	Mandatory Internship:assitance from mentor institution	250000.00	3190000.00

TEQIP-III Annual Action Plan: 2017-18

Subcomponent 1.1: Institutional Development Grants to institutes in focus States & Faculty Reforms

Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY, NARSINGARH

(Amount in Rupees)

(A.K. Das Chaudhuri)
Principal-in-Charge
&
Head of TEQIP Unit
Tripura Institute of Technology
Narsingarh, Tripura (W)

TEQIP-III Annual Action Plan: 2017-18

Subcomponent 1.1: Institutional Development Grants to institutes in focus States Faculty Reforms

Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH

(Amount in Rupees)

Heads	Component Code	Sub-Heads	Quarter-3 October, 2017 Specific Activities	Estimated Exp.	November, 2017 Specific Activities	Estimated Exp.	December, 2017 Speific Activities	Estimated Exp.	Total Expenditure Estimates
Procurement of goods	1.1.1.1	Equipments	Learning resources	0.00		0.00	GIS Software; Content checking software; oracle enterprise, MATLAB foe CSE and EE;	5120000.00	5120000.00
	1.1.1.2			0.00		0.00			
	1.1.1.3	Furniture	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.1.4	Minor civil works	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.2.1	Improve student learning	Induction Program: Remuneration to Faculty Mentors for inhouse induction awerness program	5000.00	Induction Program: Visit to Local Industry	30000.00	NIL	0.00	
			GATE registration fee	150000.00	GATE registration fee	150000.00	Institutional memberships for professional organisations.	300000.00	1035000.00
			Remedial classs/special class	100000.00	Remedial classs/special class	300000.00	NIL	0.00	
	1.1.2.2	Research Assistantships	NIL	0.00	NIL	0.00	NIL	0.00	0.00
	1.1.2.3	Graduates employability	Start up Activity: Start up Cell Setup & Training of Start-up Committee at IIT Guwahati	50000.00	Start up Activity: Awerness Drive / Workshop	100000.00	NIL	0.00	0.00

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(A.K. Das Chaudhuri)
Principal-in-Charge

&

Head of TEQIP Unit
Tripura Institute of Technology
200000.00

TEQIP-III Annual Action Plan: 2017-18

Subcomponent 1.1: Institutional Development Grants to institutes in focus States Faculty Reforms

Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH

(Amount in Rupees)

Academic Processes

No.	Category	Activity	Amount	Activity	Amount	Activity	Amount	Total
		Industry Readiness: Strengthening of Placement Cell	0.00	Industry Readiness: Entrepreneurship Development	50000.00	NIL	0.00	
1.1.2.4	Faculty/Staff Development and motivation	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	300000.00	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	300000.00	Faculty/staff development activity inhouse/outside the Institute training/ Attending Conferences etc.	300000.00	1040000.00
1.1.2.5	Research and Development	NIL	0.00	SWAYAM PRABHA: Grant for Set-top Box for	70000.00	SWAYAM PRABHA: Grant for Set-top Box for Faculty	70000.00	0.00
				students and faculty projects	100000.00	students and faculty projects / Attending conferences etc.	200000.00	300000.00
1.1.2.6	MOOCs and Digital learning	SWAYAM: Registration for SWAYAM Courses	0.00	SWAYAM: Registration for SWAYAM Courses	100000.00	Skill upgradation through SWAYAM/NPTEL, online courses etc.	20000.00	20000.00
		SWAYAM PRABHA: Identification of Location in the Institute	0.00	SWAYAM PRABHA infrastructural procurement would be initiated	0.00	Nil	0.00	20000.00
1.1.2.7	Mentoring/Twinning system	Visit to IIT Guwahati for identifying areas for Support the mentee	40000.00	Support for T&P / Faculty training / R & D / Student Internship	100000.00	Support for T&P / Faculty training / R & D/ Student Internship	100000.00	240000.00
1.1.2.8	Reforms, Governance	Formation of ICC for curriculum revision / NBA related activities	50000.00	NBA related activities / Student Feedback/ Satisfaction Survey	60000.00	NBA related activities	40000.00	150000.00

(A.K. Das Choudhury)
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Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH

(Amount in Rupees)

	1.1.2.9	Management Capacity development	NIL	0.00	Training of administrative / sr. staff	100000.00	Training of administrative / sr. staff	100000.00	200000.00
	1.1.2.10	Hiring Consultancy Services	NIL	0.00	NIL	0.00	NIL	0.00	0.00
	1.1.2.11	Industry-Institute Interaction	Mandatory Internship: Identification of Faculty Coordinator, Preparation of list of Industries/Organization on etc. for Internship	0.00	Mandatory Internship:Communication with Industries for Internship	0.00	Mandatory Internship: Communication with Industries for Internship	0.00	80000.00
			Lecture by Industry Expert	50000.00	Industry visit by Students	30000.00	Nil	0.00	
Operating Cost	1.1.3.1	Consumables	office & LAB. consumable experces	10000.00	office & LAB. consumble expences	10,000.00	office & LAB. consumble expences	10,000.00	
	1.1.3.2	Operation and maintenance of equipments	maintenance of lab. Equipment	10000.00	maintenance of lab. Equipment	10000.00	maintenance of lab. Equipment	10000.00	
	1.1.3.3	Office expenses (The activities include: stationary, printing, etc.)	expenditure towards office related misc. items	5000.00	expenditure towards office related misc. items	5000.00	expenditure towards office related miss. items	5000.00	
	1.1.3.4	Meetings (only project related meetings)	regular follow up of activities	5000.00	regular follow up of activities	5000.00	regular follow-up of activities including BOG	115000.00	590000.00
	1.1.3.5	Hiring of Vehicles (only for project activities)	hiring of vehicles for TEQIP-III Office	20000.00	hiring of vehicles for TEQIP-III Office	20000.00	hiring of vehicles for TEQIP-III Office	20000.00	
	1.1.3.6	Travel Cost (only for project activities)	visit TO NPIU & other Institutes	60000.00	---	0.00	visit TO NPIU & other Institutes	60000.00	
	1.1.3.7	Salary (for TEQIP office staff)	staff of TEQIP-III	70000.00	staff of TEQIP-III	70000.00	staff of TEQIP-III	70000.00	
	TOTAL			995000.00		1510000.00		70000.00	805001.00

(A.K. Das Chaudhury)
Principal-in-Charge
&
Head of IT DIP/nit

TEQIP-III Annual Action Plan: 2017-18

Subcomponent 1.1: Institutional Development Grants to institutes in focus States Faculty Reforms

Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH

(Amount in Rupees)

Heads	Component Code	Sub-Heads	Quarter-4						Total Expenditure Estimates
			January, 2018		February, 2018		March, 2018		
			Specific Activities	Estimated Exp.	Specific Activities	Estimated Exp.	Spefic Activities	Estimated Exp.	
Procurement of goods	1.1.1	Equipments	VC Set;	500000.00	Physics lab; Analog EC lab; NDT Lab;	3362000.00	Desktop PC, offline UPS; Env, Engg Lab; EE machines lab; ME measurement lab; Advance comp lab; Interactive Pojector;	10041000.00	14403000.00
	1.1.1.2	Learning resources	ETAP software	500000.00		0.00		0.00	
	1.1.1.3	Furniture	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.1.4	Minor civil works	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.2.1	Improve student learning	Induction Program: Induction program for 1st yr.student	200000.00	Nil	0.00	Nil	0.00	
			Techfest	50000.00	Nil	0.00	NiL	0.00	
			Remedial classs/special class	100000.00	Remedial classs/special class	200000.00	GATE Coaching Remedial classs/special class	200000.00 / 200000.00	950000.00
	1.1.2.2	Research Assistantships	NIL	0.00	NIL	0.00	NIL	0.00	
	1.1.2.3	Graduates employability	Start up Activity: Expert Lecture / Motivation through Local Entrepreneur / Seed money for startup project	50000.00	Start up Activity: Awerness Drive / Workshop / Seed money for startup project	100000.00	Exposure Visit to Startup, incubation Centres etc. / Seed money for startup project	300000.00	550000.00
			Industry Readiness: Mock Interview	50000.00	Industry Readiness: Technical Refresher Course	50000.00	NIL	0.00	

(A.K. Das Chaudhuri)
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&
Head of TEQIP Unit

Subcomponent 1.1: Institutional Development Grants to institutes in focus States Faculty Reforms
Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH
(Amount in Rupees)

Code	Category	Description	Amount	Description	Amount	Description	Amount	Total
1.1.2.4	Faculty/Staff Development and motivation	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	100000.00	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	200000.00	Faculty/staff development activity inhouse/outside the Institute training / Attending Conferences etc.	300000.00	600000.00
1.1.2.5	Research and Development	students and faculty projects / Attending conferences etc.	200000.00	students and faculty projects	100000.00	students and faculty projects / Attending conferences etc.	100000.00	400000.00
1.1.2.6	MOOCs and Digital learning	SWAYAM: Registration for SWAYAM Courses	20000.00	SWAYAM: Registration for SWAYAM Courses	10000.00	Skill upgradation through SWAYAM/NPTEL, online courses etc.	20000.00	50000.00
		Nil	0.00	Nil	Nil	SWAYAM PRABHA infrastructure ready to use	0.00	50000.00
1.1.2.7	Mentoring/Twinning system	Support for T&P / Faculty training / R & D / Student Intership / Support for NBA	100000.00	Support for T&P / Faculty training / R & D / Student Intership / Support for NBA	200000.00	Support for T&P / Faculty training / R & D / Student Intership / Support for NBA	200000.00	500000.00
1.1.2.8	Reforms, Governance	NBA related activities	30000.00	NBA related activities	20000.00	NBA related activities	30000.00	80000.00
1.1.2.9	Management Capacity development	Training of administrative / sr. staff	50000.00	Training of administrative / sr. staff	60000.00	Training of administrative / sr. staff.	150000.00	260000.00
1.1.2.10	Hiring Consultancy Services	NIL	0.00	NIL	0.00	NIL	0.00	0.00

(A.K. Das Chaudhuri)
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Tripura Institute of Techno

TEQIP-III Annual Action Plan: 2017-18

Subcomponent 1.1: Institutional Development Grants to Institutes in focus States Faculty Reforms

Name of the Institute : TRIPURA INSTITUTE OF TECHNOLGY,NARSINGARH

(Amount in Rupees)

Code	Category	Description (Period 1)	Amount	Description (Period 2)	Amount	Description (Period 3)	Amount
1.1.2.11	Industry-Institute Interaction	Mandatory Internship: Communication with Industries for Internship	0.00	Mandatory Internship:Communication with Industries for Internship	0.00	Mandatory Internship: Communication with Industries for Internship	0.00
		Workshop for students involving industry expert / HR Meet	300000.00	Workshop for students involing industry expert / Visit of Industry person to TIT for accreditation	300000.00	Workshop for students involing industry expert / Visit of Industry person to TIT for accreditation	700000.00
Operating Cost							
1.1.3.1	Consumables	office & LAB. consumible expences	10000.00	office & LAB. consumible expences	10000.00	office & LAB. consumble expences	30000.00
1.1.3.2	Operation and maintenance of equipments	maintenance of lab. Equipment	10000.00	maintenance of lab. Equipment	10000.00	maintenance of lab. Equipment	30000.00
1.1.3.3	Office expensses (The activities include: stationary; printing, etc.	expenditure towards office related misc. items	5000.00	expenditure towards office related misc. items	5000.00	expenditure towards office related miss. items	15000.00
1.1.3.4	Meetings (only project related meetings)	regular follow up of activities	5000.00	regular follow up of activities	5000.00	regular follow up of activities including BOG.	125000.00
1.1.3.5	Hiring of Vehicles (only for project activities)	hiring of vehicles for TEQIP-III Office	20000.00	hiring of vehicles for TEQIP-III Office	20000.00	hiring of vehicles for TEQIP-III Office	60000.00
1.1.3.6	Travel Cost (only for project activities)	NIL	0.00	NIL	0.00	visit TO NPIU & other Institutes	60000.00
1.1.3.7	Salary (for TEQIP office staff)	staff of TEQIP-III	70000.00	staff of TEQIP-III	70000.00	staff of TEQIP-III	210000.00
TOTAL			2370000.00		4720000.00		19023000.00

(A.K. Das Chaudhuri)
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&
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Tripura Institute of Technology
Narsingarh, Tripura (M),

Uploaded (in PMSS) Package List for Procurement in TIT, Narsingarh under TEQIP-III Project Fund

Sl. No.	Name of Package	Tentative Items under the package (may change, if required)	Estimated approximate package cost (Rs.)
1	PHYSICS LAB-1	1) POWER SUPPLY WITH DIGITAL METER 2) GALVANOMETER 3) D.C VOLTMETER 4) D.C AMETER 5) P N JUNCTION DIODE CHARACTERISTIC STUDY APPARATUS, ZENER DIODE CHARACTERISTICS, STUDY OF CHARACTERISTICS OF SEMICONDUCTOR. 6) HALF WAVE AND FULLWAVE RECTIFIER APPARATUS 7) FUNCTION GENERATOR 8) DIGITAL OSCILLOSCOPE WITH FFT	24,42,000/-
2	ANALOG ELECTRONICS LAB	1) 555 TRAINER KIT. 2) 741 TRAINER KIT 3) BREAD BOARD TRAINER KIT	2.70,000/-
3	DESKTOP COMPUTERS FOR COMPUTER LAB	DESKTOP PC	27,00,000/-
4	OFFLINE UPS FOR COMPUTER LAB	OFFLINE UPS	4,00,000/-
5	ENVIRONMENTAL ENGG.	1) MULTIPARAMETER WATER QUALITY ANALYZER 2) MAGNETIC STIRRER WITH HOT PLATE 3) JAR TEST APPARATUS 4) MUFFLE FURNACE 5) MICROPROCESSOR BASED CONDUCTIVITY METER 6) PHOTO COLORIMETER 7) MICRO PROCESSOR BASED DISSOLVE OXYGEN METER 8) PORTABLE TURBIDIMETER 9) HOT AIR OVEN 10) INCUBATOR SHAKER 11) ANALYTICAL BALANCE 12) AUTOMATIC KJELDAHL NITROGEN ANALYZER DISTILLATION UNIT 13) DOUBLE DISTILLATION PLANT 14) PERISTALTIC PUMP	15,80,900/-
6	ELECTRICAL MACHINES LABORATORY EQUIPMENTS	1) PARALLEL OPERATION OF TWO SINGLE PHASE TRANSFORMERS. 2) NO LOAD & BLOCK ROTOR TEST ON 3 PHASE INDUCTION MOTOR. LOAD TEST ON 3 PHASE SQIM. 3) REGULATION OF THREE PHASE ALTERNATOR BY SYNCHRONOUS IMPEDANCE METHOD. (OC & SC TEST), EMF & MMF METHOD AND BY ZPF TEST. 4) DC REGULATED POWER SUPPLY 5) PARALLEL OPERATION OF TWO ALTERNATORS. 6) V & INVERSE V CURVE FOR 3 PHASE SYNCHRONOUS MOTOR. 7) OC – SC TEST ON SINGLE PHASE TRANSFORMER. 8) LOAD CHARACTERISTICS OF DC SHUNT MOTOR & GENERATOR 9) LOAD TEST OF DC COMPOUND GENERATOR - DETERMINATION OF SCHARACTERISTICS.	17,05,000/-

7	MECHANICAL MEASUREMENT LAB	1)STRAIN GAUGE TRAINER KIT 2)LVDT TRAINER 3) TEMPERATURE MEASUREMENT KIT	15,99,000/-
8	NON DESTRUCTIVE TESTING EQUIPMENT	1) RE-BAR LOCATOR 2) RESISTIVITY METER FOR CONCRETE	6,50,000/-
9	EQUIPMENTS FOR ADVANCED COMPUTER LAB	(1) THIN CLIENT DEVICE SYSTEM WITH MONITOR, KEYBOARD AND MOUSE (2) SERVER PC	16,50,000/-
10	LAB TESTING EQUIPMENTS	1)DUAL CHANNEL DIGITAL STORAGE OSCILLOSCOPE 2)FOUR CHANNEL DIGITAL STORAGE OSCILLOSCOPE 3)FUNCTION GENERATOR AND COUNTER 4)DIGITAL MULTI METER 5)DUAL CHANNEL POWER SUPPLY 6) PROBES & WIRES	11,70,000/-
11	GEOTECH AND CONCRETE LAB	1) MODIFIED PROCTOR TEST APPARATUS 2)VIBRATORY SIEVE SHAKER 3)RELATIVE DENSITY TEST APPARATUS 4)VIBRATING TABLE 5)CONCRETE MIXTURE MACHINE (DRUM TYPE) 6) DIGITAL BALANCE :-(5 KG CAPACITY) 7)DIGITAL BALANCE:- (10 KG CAPACITY) 9)VIBRATION MACHINE 10) AIR ENTRAINMENT METER 11) FLOW TABLE FOR MORTAR 12) FLOW TABLE FOR CONCRETE	15,10,000/-
12	TESTING INSTRUMENTS FOR DIFFERENT LABORATORIES	1) DIGITAL STORAGE OSCILLOSCOPES 2) FUNCTION GENERATOR	5,00,000/-
13	HYDRAULIC LAB	1)BERNOULLI'S THEOREM APPARATUS 2)META CENTRIC HEIGHT APPARATUS 3)IMPACT OF JET ON VANES APPARATUS 4)REYNOLDS APPARATUS (VERTICAL TYPE) 5)PITOT TUBE 6)PIPE FRICTION APPARATUS 7) ORIFICEMETER AND VENTURIMETER APPARATUS	6,80,000/-
14	FLUID MACHINES	1) PELTON WHEEL TURBINE TEST SETUP 2) FRANCIS TURBIN TEST SETUP 3) KAPLAN TURBIN TEST SETUP 4)CENTRIFUGAL PUMP TEST RIG 5) RECIPROCATING PUMP TEST RIG	17,50,000/-
15	GIS SOFTWARE FOR CIVIL ENGG DEPARTMENT	ARC MASTER LAB KIT	10,20,000/-
16	INTERACTIVE PROJECTOR FOR CSE CLASSROOM	1)INTERACTIVE PROJECTOR	3,00,000/-
17	HARDWARE FOR LECTURE CAPTURE FOR CSE DEPT	LECTURE CAPTURE HARDWARE FOR THREE CLASSROOMS	16,00,000/-
18	S.M.LAB. 2	1)UNIVERSAL TESTING MACHINE	22,00,000/-

No.	Lab/Item	Description	Amount
19	EQUIPMENTS FOR POWER SYSTEM LABORATORY	1)TRANSFORMER PROTECTION TEST SET UP 2)THREE PHASE FAULT ANALYSIS STUDY TRAINER 3)AC MOTOR PROTECTION RELAY TEST-SETUP	16,00,000/-
20	GAS DYNAMICS	1) SUB-SONIC WIND TUNNEL TEST RIG ALONG WITH SMOKE GENERATOR	13,50,000/-
21	CONTENT CHECKING SOFTWARE	1)ITHENTICATE / TURNITIN SOFTWARE	5,00,000/-
22	ORACLE ENTERPRISE	ORACLE ENTERPRISE	10,00,000/-
23	ROBOTICS LAB	PICK AND PLACE TYPE ROBOT.	15,00,000/-
24	S.M. LAB. 1	1)MICRO CONTROLLER BASED COMPRESSION TESTING MACHINE 500 KN CAPACITY 2)MICRO CONTROLLER BASED COMPRESSION TESTING MACHINE 2000 KN CAPACITY	11,00,000/-
25	EQUIPMENTS FOR IMAGE PROCESSING LAB	1)DIGITAL SLR CAMERA WITH FULL-FRAME INTERCHANGEABLE DIGITAL LENS 2)DIGITAL CAMERA 3)MACRO TELEPHOTO ZOOM LENS WITH HOOD FOR DSLR CAMERA 4)DIGITAL CAMCORDER CAMERA 5)TRIPOD STAND FOR DIGITAL CAMERA	4,10,000/-
26	MULTI SCANNER	1)MUTI SCANNER	90,000/-
27	MATLAB FOR CSE DEPARTMENT	MATLAB SOFTWARE WITH SELECTIVE TOOLS	800,000/-
28	MATLB SOFTWARE FOR EE DEPARTMENT	MATLAB SOFTWARE WITH SELECTIVE TOOLS	18,00,000/-
29	EQUIPMENTS FOR VIDEO CONFERENCE SET	1)COMPLETE VIDEO CONFERENCE SET	5,00,000./-
30	FIREWALL EQUIPMENT SET	HARDWARE FIREWALL DEVICE	15,00,000/-
31	ETAP SOFTWARE FOR EE DEPT	ETAP SOFTWARE	5,00,000/-
32	MANUFACTURING PROCESS LAB.	CNC LATHE	20,00,000/-
33	CONTROL SYSTEM LABORATORY	COMPLETE MODULAR SERVO SYSTEM	22,00,000/-
34	Set up of LED TV for Audio-Visual Rooms	LED TV SPEAKER WITH WOOFER	5,24,000/-

**Permissible[1] and Non-permissible Expenditures (Indicative)
Institution Participating in Sub-component 1.1 and 1.3**

Suggested Activity*	Centrally Funded, Government Funded and Aided Institutions	
	Permitted	Not Permitted
1. Procurement of goods (equipment, furniture, books & learning resources, software and minor items) and civil works for improvement in teaching, training and learning facilities	• Equipment and furniture[2] for: o modernizing and strengthening of existing UG and PG laboratories, workshops, computer centre, library and academic support facilities o modernization of laboratories in supporting departments o modernizing classrooms and smart classrooms o establishing new UG and PG laboratories, if any, required for the existing/new programmes o faculty research and institutional consultancy work o campus-wide networking of academic and administrative buildings, hostels and faculty residences, and enhancing internet facilities, IP Phones (VoIP) o Video Conference Facility o Course specific software o Procurement of equipment/furniture for Institutional TEQIP Unit o ICT enable learning and related software and hardware o Language laboratory o Procurement of computers, peripherals and furniture for establishing start-up centre	• Equipment and furniture for: o improving hostel facilities other than electronic networking o Sport activities o Non Academic activities o Medical facilities • Purchase of vehicles • Equipment/furniture for non engineering programmes (MCA, MBA, Architecture, and Pharmacy) offered by institute
	• Modernization and strengthening of libraries: o Procurement of learning resources (print / digital books and journals) o Books & learning resources o Digitization of library, e-books o Membership of INDEST-AICTE etc. o Setting up of Swayam Prabha channels	• Non academic magazines
	• Civil works[3] upto 5% of project allocation for the institution for: o Refurbishment, repair works, extension of existing academic buildings such as classrooms, laboratories, workshops, computer centre, TEQIP Cell and library o Reducing environment degradation and complying with EMF (see Civil Works Manual)	• Civil works undertaken for betterment of hostels, staff quarters, sport facilities and non-academic structures
2. Improvement in teaching, learning and research competence		
2.1 Improve student learning		
a. Faculty and staff training a.i Faculty training *(applicable for faculty of engineering disciplines and supporting departments)*	(i) Qualification upgradation: • If faculty is enrolled for qualification upgradation either through full-time or part-time or by sandwich joint arrangement within/outside the parent Institution : o Fees charged for course work, registration fee etc. o Use of research facilities o Consumables o Expenses towards thesis printing and publication of thesis-based research papers	• Salary, living expenses and travel expenses of faculty registered for qualification upgradation (on full or part time or by sandwich joint arrangement) either within the parent Institution or through deputation to another Institution

*Note :   The approving authority for these activities is BoG / Competent Authority of the institutions except few cases of procurement (including services) where World Bank's No objection is required.
In addition, institution may also conduct other activities (not listed here) under the scope of the project and those fulfil the objectives of the project with the approval of BoG/Competent Authority of the institution.

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[1] Expenditure is permissible only for the AICTE/UGC approved UG and PG teaching programmes, provided that Goods, Civil Works and Consultancy Services are procured in accordance with the procurement methods and procedures given in the Procurement Manual and are not declared ineligible expenditure by the statutory Financial Auditors.
[2] Expenditure for procurement of any equipment and furniture will not be admissible if procured with co-financing from any other source.
[3] Expenditure for any Civil Work activity will not be admissible if undertaken with co-financing from any other source.

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(ii) Enhancing Knowledge and Research Competence:
• Subject upgradation and research competence : Undertaking trainings in subject knowledge and research competence upgradation by faculty
  o Course fee; travel expenses, boarding and lodging, and sundry expenses/allowances as per applicable norms and rules when faculty is deputed out-station to another Institution [within India or abroad (as per Guidelines on International Travel)] for the duration of the Course, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of training
  o Course fee and local travel expenses as per applicable norms and rules when faculty attends a Course in-station but at an Institution other than the parent Institution
	• Any other payment to the faculty for attending the Course

• Participation by faculty in seminars, conferences, workshops and in Continuing Education Programmes (CEPs)[4] etc.:
  o Registration fee; travel expenses; boarding, lodging, and sundry expenses/allowances as per applicable norms and rules when faculty is deputed outstation to another Institution within India or abroad (as per Guidelines on International Travel) for the duration of the seminar, conference or workshop, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of seminar, workshop or conference
  o Registration fee; and local travel expenses as per applicable norms and rules when participation is within-station but at an Institution other than the employer Institution
	• Any other payment to the faculty for attending seminars, workshops, conferences, etc as participant.

(iii) Management development training of Institution's senior officials and senior faculty:
  o Course fee; travel expenses, boarding and lodging, and sundry expenses/allowances as per applicable norms and rules when deputed out-station to another Institution (within India or abroad) for the duration of the Course, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of training
  o Trainer's fee and overheads; and sundry expenditure if training programmes organized within the parent Institution
	• Any other payment to the officials and senior faculty for attending the Course

[4] CEPs are to be targeted for working professionals only. The duration of the programme must be atleast 1 week (5 working days). The participants preferably should have representations from industries, faculty from other AICTE recognized Engineering institutions and few faculty of host institution. The CEPs be conducted preferably in cutting edge technologies.

Note :

Referring to the E-mail dated 29/11/2017 of the senior consultant, Academic, NPIU, Noida (copy enclosed on the subject as stated the competent authority is to take decisions on certain issues like expenditure on hospitality , to & fro journey ,local hospitality etc. for external faculty / Industry persons etc. visiting Institution.

In this connection it is might be known to the Institute authority that almost every Academic Departments has reflected various academic activities in the Action plan as already submitted where resource persons from other Institutions / Industries are required to engaged . A mail was initiated from Sri Gourab Bhattacharjee, Faculty of CSE Department regarding expenditures for such cases and the reply of the senior consultant, Academic , NPIU dated 29/11/2017 states as *" ..... you can bear expenditure on hospitality, to and fro journey , local hospitality etc for external faculty or industry person visiting the institute for special lecture with the approval of the Competent authority of your institute".*

List of Reference

As it is suggest by the senior consultant, Academic to bear such expenditure on hospitality, to and fro journey, local hospitalities etc for external faculty/ Industry person visiting the Institute for special lecture /meeting etc. and which does not cover entirely by the letter F.No.16-26/2017-TS VII dated 27-09-2017 Under Secretary (TC), Govt. of India, Department of Higher Education, Technical section-VII, Shastri Bhavan, New Delhi (copy enclosed) and many of such activities is still awaited because of the policy decision from the competent authority , the TEQIP cell thus prepared a proposal stating the rates for different types of expenditures related to visit of external faculty/Industry persons and various statutory authorities like BoS members /BoG members / ICC persons/Academic council/Examination committee members etc which need approval from the competent if agreed.The details of the proposed activities and rates are given in the table below:

SI. no	Descriptions of Items (Permissible activities/expenditures)	Proposed Rates
1	**Travelling by different modes :** Expenditure of Travelling from work place to Tripura Institute of Technology, Narsingarh / Hotel located in Agartala or nearby. [This expenditure includes **To & Fro journey** by Taxi / Auto /Bus /AC first class from work place to nearest Airport , **To & Fro journey** (airport to airport) by Air India Economy class as per rules prescribed in the letter by the under secretary, MHRD under vide his letter F.No.16-26/2017-TS VII dated dt. 27-09-2017 , **To & Fro journey** by Taxi from Airport (destination) to the Institute / Hotel (destination) .In addition **local transport would be made available from the Institute as and when required for attending day to day activities**].	i) Fare for Taxi / Bus/ Train /Auto /air journey, as per actual for which bill/ vouchers to be produced. ii) Expenses for Local transportation as per actual & prevailing market rate.

(Please don't write below)

Sl. no	Descriptions of Items (Permissible activities/expenditures)	Proposed Rates
2	**Local Hospitality:** **A) Accommodation :** Guest house accommodation/Hotel would be made available by the Institute. The Guest house accommodation may be given priority than any other private Hotel.	(i) Maximum expenditure allowed is **Rs. 7,500/-** per day per person for Industry persons / Principal /Director /Professor and various statutory bodies like BOG members/ICC members /BoS members /Examination committee /Academic council etc. (ii) Maximum expenditure allowed is **Rs. 4,500/-** per day per person for **Associate professor.** (iii) Maximum expenditure allowed is **Rs. 2,250/-** per day per person for Assistant **professor.**
	(B) Food charges : For all category external persons / experts etc.	Limited to **Rs. 1,200/-** per day per person.
3	**Honorarium to Guest faculty/ Industry expert.** (i) Person's from Institution of National Importance(INIS), Industry expert Various statutory authorities like , BoS ,Examination committee , Academic Council , BoG , Industry consultation committee etc. (for meeting / seminar / workshop etc).	@ Rs 5,000/- per day/meeting
	(ii) Persons from TEQIP- Institutions : For Principal/ Professor/ Associate Professor/ Assistant Professor (For lecture etc.).	**Rs. 1,000 /- per hour subject to maximum Rs. 5000/- per day**
	(iii) Persons from Non-TEQIP- Institutions : For Principal/ Professor/ Associate Professor (For lecture etc.)	**Rs. 1,000 /- per hour subject to maximum Rs. 4000/- per day**
	(iv) Persons from Non-TEQIP- Institutions : For Assistant Professor/contract faculty (For lecture etc.)	**Rs. 1,000 /- per hour subject to maximum Rs. 3,000/- per day**

GL-35
List of Reference

Principal

DAB

B.o.G.
Pr. (TIT)
TEQIP Coordinator

19/12/2017

May please be approved
19/12/17

May pl. be placed in the
B.O.G.

(Please don't write below)

2

(32)

Delegation of Financial & Administrative Power for TEQIP-III Project.

To implement World Bank Assisted TEQIP-III Project, delegation of financial & administrative power to the Director of Higher Education, Principal of TIT and others is absolutely necessary as per guidelines of NPIU. The power would be delegated by the BOG as per guidelines of NPIU and necessary order may be issued accordingly. The proposal is mentioned as herein under and placed to the House for approval .

1. Delegation of Financial Power :

   a. Power may be delegated to the Principal for a single work order/expenditure/ purchase order upto Rs. 20 lacs as per practice in TEQIP II which are subjected to be ratified by BOG later.

   b. All expenditure above Rs.20 lacs would have to be approved by the Board of Governors.

2. Administrative Power of Functionaries:

Activities	Proposed Approving Authority
Consultancy service	
Permitting students for Internship training inside & outside State	Principal
Permitting students for attending workshop, exhibitions (inside & outside State) including National/International held in India.	Principal
	Principal
Continuing Education Programs	
Deputing faculty members to attend conferences & training Programs (abroad).	Principal
Deputing faculty members to attend conferences & training Programs (within India).	BOG
	Director
Deputing staff members to attend training programs (within India).	
Faculty Development Programs (In house)	Principal
Organization of conference and training Programs inside campus	Principal
Staff Development Programs inside campus	Principal
	Principal

3. Empowerment of procurement committee:

   The procurement guideline of TEQIP-III project is different from State Government norms. To implement this project, the procurement committee may be empowered and authorized to carry out all activities related to procurement of goods of TIT as per guidelines of TEQIP-III project.

4. Empowerment of Principal:

   It is proposed to the House to delegate power to the Principal to approve any change in terms of quantity, estimate and modification of technical specifications within a package(approved by the BOG) as become necessary during procurement process under TEQIP-III Project.

5. Approval of Expenditure on Honorarium , hospitality, to and fro journey , local hospitality etc for external faculty / Industry person / Director / persons from various statutory bodies like BOG members / ICC members / BoS members / Examination committee /Academic council / persons from

Institution of National Importance (INIS) , etc. visiting the Institute for special lecture / meeting /

Sl. no	Descriptions of Items (Permissible activities/expenditures)	Rates
1	**Travelling by different modes :** Expenditure of Travelling from work place to Tripura Institute of Technology, Narsingarh / Hotel located in Agartala or near by. [This expenditure includes **To & Fro journey** by Taxi / Auto /Bus /AC first class from work place to nearest Airport , **To & Fro journey** (airport to airport) by Air India Economy class as per rules prescribed in the letter by the under secretary, MHRD under vide his letter F.No.16-26/2017-TS VII dated dt. 27-09-2017 & letter of Central project advisor , NPIU dated 4/1/2018 , **To & Fro journey** by Taxi from Airport (destination) to the Institute / Hotel (destination) .**In addition local transport would be made available from the Institute as and when required for attending day to day activities**] . Annexure -2 page No 1 to 8 .	i) Fare for Taxi / Bus/ Train /Auto /air journey ,as per actual for which bill/ vouchers to be produced. ii) Expenses for Local transportation as per actual & prevailing market rate.
2	**Local Hospitality:** **(A) Accommodation :** Guest house accommodation/Hotel would be made available by the Institute. The Guest house accommodation may be given priority than any other private Hotel.	(i)Maximum expenditure allowed is **Rs.7500/-** per day per person for Industry persons / Principal /Director /Professor and various statutory bodies like BOG members/ICC members /BoS members /Examination committee /Academic council etc.
	(B) Food charges : For all category external persons / experts etc.	Limited to **Rs.1200/-** per day per person .
3	**Honorarium to Guest faculty/ Industry expert.** (i) Person's from Institution of National Importance(INIS), Industry expert Various statutory authorities like , BoS ,Examination committee , Academic Council , BoG , Industry consultation committee etc. (for meeting / seminar / workshop etc).	**@ Rs 5000/-** per day/meeting

seminar / workshop / conference / In house training programme etc .

(ii)	**Persons from TEQIP- Institutions :** For Principal/ Professor/ Associate Professor/ Assistant Professor (For lecture etc.).	**Rs. 1000 /- per hour subject to maximum Rs. 5000/-** per day
(iii)	**Persons from Non-TEQIP- Institutions :** For Principal/ Professor/ Associate Professor (For lecture etc.)	**Rs. 1000 /- per hour subject to maximum Rs. 4000/-** per day
(iv)	**Persons from Non-TEQIP- Institutions :** For Assistant Professor/contract faculty (For lecture etc.)	**Rs. 1000 /- per hour subject to maximum Rs.3000/-** per day

6. **Guidelines for students' entitlement during academic visits.**

   It is proposed to allow students 2nd class return Railway fare in shortest route for attending internship training, workshop, exhibitions (inside & outside the State) including conferences held in India. Registration charges for publication in National/International conferences , GATE registration charges and certification fees for online courses (MOOCs) may also be allowed to the students. All such expenditure may be incurred from appropriate head of TEQIP-III fund. The permissible & non-permissible expenditure as issued from NPIU is enclosed (**Annexure 3 , page 1to 6**)

7. **Approval for Certification fees for online courses (MOOCs/Swayam) to faculty members.**

   Faculty members may be allowed for reimbursement of certification fees for online courses (MOOCs/Swayam) and reimbursement of set top box as per NPIU guideline

8. **Approval for conducting remedial classes by the internal faculties for weak students under TEQIP –III project.**

   The BOG may approve to conduct remedial classes in academic subjects , soft skills, for taking induction training , bridge courses etc. the rate of remuneration may be enhanced from Rs. 350.00 per hour to Rs. 500.00 per hour for all internal faculties of Tripura Institute of technology.

Permissible[1] and Non-permissible Expenditures (Indicative)
Institution Participating in Sub-component 1.1 and 1.3

Suggested Activity*	Centrally Funded, Government Funded and Aided Institutions	
1. Procurement of goods	**Permitted**	**Not Permitted**

(equipment, furniture, books & learning resources, software and minor items) and civil works for improvement in teaching, training and learning facilities	• Equipment and furniture[2] for:
	   o modernizing and strengthening of existing UG and PG laboratories, workshops, computer centre, library and academic support facilities
	   o modernization of laboratories in supporting departments
	   o modernizing classrooms and smart classrooms
	   o establishing new UG and PG laboratories, if any, required for the existing/new programmes
	   o faculty research and institutional consultancy work
	   o campus-wide networking of academic and administrative buildings, hostels and faculty residences, and enhancing internet facilities, IP Phones (VoIP)
	   o Video Conference Facility
	   o Course specific software
	   o Procurement of equipment/furniture for Institutional TEQIP Unit
	   o ICT enable learning and related software and hardware
	   o Language laboratory
	   o Procurement of computers, peripherals and furniture for establishing start-up centre
		• Equipment and furniture for:
		   o improving hostel facilities other than electronic networking
		   o Sport activities
		   o Non Academic activities
		   o Medical facilities
		 • Purchase of vehicles
		 • Equipment/furniture for non engineering programmes (MCA, MBA, Architecture, and Pharmacy) offered by institute

	• Modernization and strengthening of libraries:
	   o Procurement of learning resources (print / digital books and journals)
	   o Books & learning resources
	   o Digitization of library, e-books
	   o Membership of INDEST-AICTE etc.
	   o Setting up of Swayam Prabha channels
		• Non academic magazines

	• Civil works[3] upto 5% of project allocation for the institution for:
	   o Refurbishment, repair works, extension of existing academic buildings such as classrooms, laboratories, workshops, computer centre, TEQIP Cell and library
	   o Reducing environment degradation and complying with EMF (see Civil Works Manual)
		• Civil works undertaken for betterment of hostels, staff quarters, sport facilities and non-academic structures

2. Improvement in teaching, learning and research competence		
2.1 Improve student learning		

a. Faculty and staff training
 a.i Faculty training (applicable for faculty of engineering disciplines and supporting departments)
	(i) Qualification upgradation:
	 • If faculty is enrolled for qualification upgradation either through full-time or part-time or by sandwich joint arrangement within/outside the parent Institution :
	   o Fees charged for course work, registration fee etc.
	   o Use of research facilities
	   o Consumables
	   o Expenses towards thesis printing and publication of thesis-based research papers
		• Salary, living expenses and travel expenses of faculty registered for qualification upgradation (on full or part time or by sandwich joint arrangement) either within the parent Institution or through deputation to another Institution

*Note : The approving authority for these activities is BoG / Competent Authority of the institutions except few cases of procurement (including services) where World Bank's No objection is required.

In addition, institution may also conduct other activities (not listed here) under the scope of the project and those fulfil the objectives of the project with the approval of BoG/Competent Authority of the institution.

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[1] Expenditure is permissible only for the AICTE/UGC approved UG and PG teaching programmes, provided that Goods, Civil Works and Consultancy Services are procured in accordance with the procurement methods and procedures given in the Procurement Manual and are not declared ineligible expenditure by the statutory Financial Auditors.

[2] Expenditure for procurement of any equipment and furniture will not be admissible if procured with co-financing from any other source.

[3] Expenditure for any Civil Work activity will not be admissible if undertaken with co-financing from any other source.

(ii) Enhancing Knowledge and Research Competence:
• Subject upgradation and research competence : Undertaking trainings in subject knowledge and research competence upgradation by faculty
  o Course fee; travel expenses, boarding and lodging, and sundry expenses/allowances as per applicable norms and rules when faculty is deputed out-station to another Institution [within India or abroad (as per Guidelines on International Travel)] for the duration of the Course, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of training
  o Course fee and local travel expenses as per applicable norms and rules when faculty attends a Course in-station but at an Institution other than the parent Institution
	• Any other payment to the faculty for attending the Course

• Participation by faculty in seminars, conferences, workshops and in Continuing Education Programmes (CEPs)[4] etc.:
  o Registration fee; travel expenses; boarding, lodging, and sundry expenses/allowances as per applicable norms and rules when faculty is deputed outstation to another Institution within India or abroad (as per Guidelines on International Travel) for the duration of the seminar, conference or workshop, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of seminar, workshop or conference
  o Registration fee; and local travel expenses as per applicable norms and rules when participation is within-station but at an Institution other than the employer Institution
	• Any other payment to the faculty for attending seminars, workshops, conferences, etc as participant.

(iii) Management development training of Institution's senior officials and senior faculty:
  o Course fee; travel expenses, boarding and lodging, and sundry expenses /allowances as per applicable norms and rules when deputed out-station to another Institution (within India or abroad) for the duration of the Course, travel time and the time permitted by the BoG for visits to Institutions/Organizations of interest and relevance to the faculty in the vicinity of the location of training
  o Trainer's fee and overheads; and sundry expenditure if training programmes organized within the parent Institution
	• Any other payment to the officials and senior faculty for attending the Course

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[4] CEPs are to be targeted for working professionals only. The duration of the programme must be atleast 1 week (5 working days). The participants preferably should have representations from Industries, faculty from other AICTE recognized Engineering institutions and few faculty of host institution. The CEPs be conducted preferably in cutting edge technologies.

	(iv) Organizing subject area training programmes, pedagogical trainings, workshops, seminars, conferences and Continuing Education Programme (CEP): o Hospitality to participants o Venue and logistic arrangements o Replication of printed training materials. o Publication of proceedings o Travel, boarding and lodging for invited external experts and honorarium for delivering expert lectures, CEPs etc.	• Registration fees of internal faculty • Honorarium to internal faculty/staff
a.ii Staff training	• Training of non-teaching staff, administrative and finance officers, etc.: o Course fee; travel expenses; boarding, lodging, and sundry expenses/allowances as per applicable norms and rules when the staff is deputed outstation to another Institution within India. o Course fee and local travel expenses as per applicable norms and rules when training is attended in-station but at an institution / organization other than the parent institution	• Any other payment to the staff for attending the training programme.
	• Qualification upgradation of technical support staff: (applicable for staff of engineering disciplines and supporting departments) If staff is enrolled for qualification upgradation either through full-time or part-time or by sandwich joint arrangement within/outside the parent Institution : o Fees charged for course work, registration fee etc. o Use of research facilities o Consumables o Expenses towards thesis printing and publication of thesis-based research papers	• Salary, living expenses and travel expenses of faculty registered for qualification upgradation (on full or part time or by sandwich joint arrangement) either within the parent Institution or through deputation to another Institution
	• Training of technical support staff: (applicable for staff of engineering disciplines and supporting departments) o Course fee; travel expenses; boarding, lodging, and sundry expenses/allowances as per applicable norms and rules when the technical support staff is deputed outstation to another Institution/ Organization within India. o Course fee and local travel expenses as per applicable norms and rules when training is attended in-station but at an Institution other than the parent Institution	• Any other payment to the staff for attending the training programme.
	• Training of administrative and general support staff in functional areas: o Course fee; travel expenses; boarding, lodging, and sundry expenses/allowances as per applicable norms and rules when the technical support staff is deputed outstation to another Institution/ Organization within India. o Course fee and local travel expenses as per applicable norms and rules when training is attended in-station but at an Institution other than the parent Institution	• Any other payment to the staff for attending the training programme

b. **Enhancement of Research & Development & Innovation** Providing Research Assistantships to increase enrolment in PhD programmes in Engineering & applied sciences disciplines	• Research Assistantships to full time Doctoral students registered in the institution's engineering & applied sciences disciplines as per AICTE/ UGC norms including contingency charges* that do not get scholarship through any other scheme of Govt of India • Attending workshops, Technology exhibitions, publications in National / International conferences held in India of students UG and PG – Registration Fees, Travelling, boarding & lodging and incidental charges • Institutional memberships for professional societies viz. IEEE, ACM, IETE, CSI, Automotive Engineering, ISTE, IE(I), ASCE, ASME, for student chapters • Expenditure on travel, visa and stipend for 12 weeks under MITACS programme as per guidelines • Expense on testing/ characterization of samples of R&D projects undertaken by students/faculty • Seed money for start-up • Continuation of the activities of Centres of Excellence (CoE) established under TEQIP-II	• Assistantship for M.Tech Students • Assistantship to Doctoral candidates under QIP scheme of AICTE/IITs etc. • Individual membership of professional society **Item - 7**
c. **Improving transition rates of all categories of students and improving non-cognitive skills of students**	• Honorarium to faculty and staff for taking induction training, bridge Courses, remedial teaching classes and skill development training • Transportation charges of students visits, if any • Honorarium, TA and DA to outside experts for specialized training in soft components including communication - presentation skills • GATE Registration fee (only for final year students) • Honorarium, TA and DA to outside experts for GATE orientation programmes and specialized GATE training classes • Honorarium, TA and DA to outside experts for specialized training in Finishing School • Consultancy services procured for technical assistance related to knowledge/skill enhancement for weak students and establishing a Finishing School	• Cost towards the boarding and lodging of students for attending the Finishing School **Item - 7**

d. **Instituting academic and non-academic reforms**	• Curricular Reforms:
	  ○ Travel cost, hospitality and honorarium paid to industry personnel / academic expert for participation in curriculum development/ revision/restructuring and curricular reforms
	  ○ Sundry expenditure on holding meetings of the concerned Committees
	  ○ Organizing workshops on reforms	

	• Digital learning including MOOCs:
	  ○ Certification fees for online courses (MOOCs/ Swayam) for students and faculty
	  ○ Development of MOOCs/ Online courses
		Item-8 27

	• Accreditation:
	  ○ Accreditation fees to NBA
	• Autonomy:
	  ○ Assessment fees to UGC or University for obtaining Autonomous Institution Status from the UGC
		• Any payment in cash of kind or expenses related to the hosting of Accreditation Committee or any other assessment committee.

* Does not include dead stock (assets) items

2.2 Student employability		
a. Increasing interaction with industry	• Travel cost, hospitality and honorarium to industry personnel for participation in curriculum development/revision/restructuring, student assessment and Institutional bodies, and for delivering expert lectures • Organizing short term training programme for students in collaboration with Industry to increase Managerial skills, Entrepreneurial skills, Leadership skills, Communication skills, Technical skills and Team working skills for making them industry ready • Transportation charges for Industrial visits • Student attending internship in industry o Travel expenses, boarding, lodging and sundry expenses / allowances as per norms approved by BoG	**Item-7**
b. Student career counselling and placement	• Expenditure towards inviting industry (excluding travel cost and lodging boarding) for campus interviews and hospitality during campus interviews • Tutoring by industry experts to prepare students for on- and off-campus job interviews	• Consultancy/ registration fees to any agency (third party) for getting industry for campus placement
2.3 Increasing faculty productivity and motivation		
a. Sponsored research, consultancy and other revenue generating activities	• Securing sponsored projects and consultancy assignments • Publication of research papers in refereed journals available on Web of Science for faculty/ students • Commercialization of research products • Patenting of research products • Travel cost, hospitality and honorarium paid to experts for participation in Research & Development activities and for delivering expert lectures in the project institutions • Organizing conferences on R&D topics/themes	• Fiscal incentives for increased participation in research, sponsored projects and consultancy work (*the incentives can, however, be given from Institutional resources including IRG*) **Item-7**

	• Developing research interest among UG and Masters students:
	  o Fiscal incentive (as per norms approved by the BoG) to students that voluntarily associate with Industry oriented R&D projects
	  o Expenses on travel, boarding and lodging of students that associate with an Industry for about 3-4 weeks during vacations to continue work on R&D projects
	  o Consumables
	• Financial aid to the extent of 20% of total budget in Tech Fest/ project competitions
	• Registration Fees and TA for students participating in Tech Fest of IITs/NITs
		Item-7

	• Seed grant for research to faculty members and / or students to venture into innovative research and to strengthen research culture	**Item-7**
	• Appointment of retired teachers from IITs/NITs/other reputed institutions as Senior Research Advisor for enhancement of Research & Development activities	

Item - 7

2.4 Establishing Twinning System		
a. Activities proposed in IDP, twinning agreement, implementing AICTE measures or any activity deemed appropriate and mutually agreed	• Sharing of expenditure as agreed mutually by mentor and mentee institu tion	• Any incentive/ remuneration for conduct of twinning activities
3. Incremental Operating Cost	• Organizing BoG and other Committee Meetings (Travel expenses; boarding, lodging, and sundry expenses/allowances for out-station non-official members as per applicable norms and rules , Local travel expenses for in-station non-official members as per applicable norms and rules, Sitting fee to non-official members) • TA & DA for faculty and staff attending workshops and meetings organized by the NPIU and the SPIUs • TA & DA for faculty and staff attending training in the World Bank procedures as arranged by the NPIU and the SPIUs • Student training materials and other consumables • Occasional hiring of vehicles for project related works	
	• Maintenance of equipment including computers and other assets: o Maintenance of equipment including computers and related devices through Annual Maintenance Contracts	• Maintenance of buildings *(this should be carried out through Institution's own budget)*

	• Hiring technical services for:
	  o Academic development/ processes
	  o external financial audit for TEQIP funds	

	• Salaries: o Salaries of full-time contract staff only appointed in TEQIP cell for implementation of the project subject to due approval from the competent authority of the institution	

Shastri Bhawan, New Delhi
Dated 27th September, 2017

Prof. (Dr.) H. M. Khodke,
Council Project Advisor,
National Project Implementation Unit (NPIU),
TEQIP, Janpath, Plot No. 18-A,
New Delhi
110 075

Subject: Guidelines for TA/DA of Faculty & Staff for TEQIP-III activities and
               Honorarium for Experts for lecture and attending meeting - reg.

Sir,

       Kindly refer to NPIU, note dated 27.07.2017 on the subject cited above. In this regard, it is
stated that this Ministry has accorded the approval for the following.-

   •   Guidelines on TA/DA norms for all types of TEQIP-III activities (Annexure-I)

   •   Norms for payment of Honorarium to Expert for lecture/ seminar/ workshop/ meeting etc.
       (Annexure-II)

       It is requested that necessary action may kindly be taken under intimation to this Ministry.

       This issues with approval of AS (TE) & NPD.

Yours faithfully

(R. S. Solanki)
Under Secretary (TC)
Telefax : 011- 23385935

GUIDELINES ON TA/DA NORMS FOR ALL TYPES OF TEQIP-III ACTIVITIES

The Guidelines on TA/DA norms are appended below for faculty and staff who will be attending any meeting / conference / workshop / training etc. at the institution other than their own institution.

1. Travel Allowance Entitlement

Table-1

Grade Pay / AGP of Individual (6th Pay)	Pay level (7th Pay)	Travel by Air	Travel by Train	Travel by Road
Rs.7600/- and above	12 and above	Economy Class by Air India*	AC First class	AC/ordinary taxi, Auto / AC Bus
Rs.5400/- to below Rs. 7600/-	9-11		AC-II Class	Ordinary Taxi, Auto / AC Bus
Rs.4200/- to below Rs.5400/-	6-8	Not Eligible	AC-II Tier / AC Chair Car	Ordinary Taxi / Auto Rickshaw / Any Public Bus incl. AC Bus
Below Rs.4200/	Below 5	Not Eligible	AC-III Tier / AC Chair Car	Auto rickshaw / Any Public Bus except AC Bus

*However, on non-availability of Air India Flights connecting two places or non-availability of ticket in Air India flights, Private Airlines by economy class may be allowed subject to the condition that the fare charged is not more than the Air India fare.

2. Daily Allowance (D.A) Entitlement:
Entitlement of D.A will be as per the following as per the note given below the table-2:

Table-2

Grade Pay / AGP of Individual (6th Pay)	Pay level (7th Pay)	Hotel charges per day (Max.)	Food bill per day (Max.)	Local Travel with the City (Max.) per day
Rs.10000/- and above	14 and above	Rs.7500/-	Rs.1200/-	AC Taxi charges upto 50 KMs within the city
Rs.7600/- to below Rs. 10000/-	12-13	Rs.4500/-	Rs.1000/-	AC Taxi charges upto 50 KMs within the city
Rs.5400/- to below Rs.7600/-	9-11	Rs.2250/-	Rs.900/-	Non AC Taxi charges upto Rs.338/- within the city
Below Rs.4200/ to below 5400/-	6-8	Rs.750/-	Rs.800/-	Non AC Taxi charges Upto Rs.225/- within the city
Below Rs.4200/-	5 & below	Rs.450/-	Rs.500/-	Non AC Taxi charges Upto Rs.113/- within the city

i. **Reimbursement of Hotel charges:** For levels 3 and below, the amount of claim (up to ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of stay, name of dwelling etc. Additionally, for stay in Class 'X' cities, the ceiling for all employees upto Level 8 would be 1000 per day, but it will only be in the form of reimbursement upon production of relevant vouchers. The celling for reimbursement of hotel charges will further rise 25% whenever DA increases by 50 %.

ii. **Reimbursement of Local Traveling charges:** Similar to Reimbursement of staying accommodation charges, levels 8 and below, the claim (up to the ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of travel, vehicle number etc. The ceiling for levels will further rise by 25% whenever DA increases by 50%. For journeys on foot, an allowance of Rs.12/- per kilometer travelled on foot shall be payable additionally. This rate will further increase by 25% whenever DA increases by 50%.

iii. **Reimbursement of Food charges :-** There will be no separate reimbursement of food bills. Instead, the lump sum amount payable will be as per Table-2 above and, depending on the length of absence from headquarters, would be regulated as per Table-3 below. Since the concept of reimbursement has been done away with, no vouchers will be required. The lump sum amount will increase by 25% whenever DA increase by 50%.

iv. **Timing restrictions:**

Table-3

Length of absence	Amount payable
If absence from headquarters is <6 hours	30% of Lump sum amount
If absence from headquarters is between 6-12 hours	70% of Lump sum amount
If absence from headquarters is >12 hours	100% of Lump sum amount

Absence from Head Quarter will be reckoned from midnight to midnight and will be calculated on a per day basis.

Note:

1. In case of places not connected by rail, travel by AC bus for all those entitled to travel by AC-II tier and above by train is allowed.
2. In case journey is performed by Taxi and more than one person from same college attends the workshop at same place, then the Taxi should be hired on sharing basis and the fare will be reimbursed proportionately to all the travelers.
3. In case road journey is performed by own car, copy of RC is to be submitted mandatorily.
4. Boarding Passes/Tickets (including Train, Bus etc.) Fare receipts of Taxi and Auto / Bill of Hotel & Food charges are to be deposited at the time of preferring the claim.
5. At place where no specific rates have been prescribed either by the Directorate of Transport of the concerned State or of the neighboring States:

For journeys performed in own car / taxi	Rs.24/- per KM
For journeys performed by auto rickshaw, own scooter etc.	Rs.12/- per KM

NORMS FOR PAYMET OF HONORARIUM TO

GUESTS FOR LECTURE/SEMINAR/ WORKSHOP/ MEETING ETC.

These guidelines shall be applicable for paying honorarium to the Experts invited from institute/ industry for delivering lectures in Workshop/ Seminar or delivering key note address in conferences/ symposia or attending meetings of various statutory authorities like BoS, Examination Committee, Academic Council, BoG (Under UGC autonomous guidelines), Industry Consultation Committee etc.

1. **Persons from Institutions of National Importance (INIs), Industry Expert and institutions participating in TEQIP-III:** Rs. 5000/- per day/ meeting

2. **Persons from Non-TEQIP Institutions:**
   (a) Rs. 4000/- per day for Principal/Professor/Associate Professor
   (b) Rs. 3000/- Per day for Assistant Professor/ Contract faculty

   Note:
   1. No honorarium is payable to the faculty/ Professor the activities (Lecture/Seminar/Workshop/meeting) of own institution.
   2. No honorarium is payable to the faculty /person from Mentor/Mentee Institute for the activities under twinning arrangement.

   It supersedes the corresponding point 2.1a. i.iv (1.1 and 1.3 institutions) and point 2.2b bullet 2nd (ATUs) for internal faculty/ persons as given in the permissible and non-permissible expenditure

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Mailbox of s_sbn

Subject: TEQIP Phase III - Revised TA/DA guidelines

From: N P I U <teqip.npiu@gmail.com> on Thu, 04 Jan 2018 15:46:20

To: <director@nitsri.net>, <director@iitjammu.ac.in>, <mfwani@nitsri.net>, <nita.director@gmail.com>, <s_sbn@rediddmail.com>, <director@nitm.ac.in>, <registrar@nitm.ac.in>, <chemparesh83@gmail.com>, <ayonbh@nitm.ac.in>, <ayonbh@gmail.com>, <director@nitmanipur.ac.in>, <drbiren@nitmanipur.ac.in>, <admin@nitmanipur.ac.in>, <anilbirru@gmail.com>, <nitarunachal@gmail.com>, <admin@nitap.in>, <berlin1982@gmail.com>, <director@nitsikkim.ac.in>, <basakranjan@gmail.com>, <registrar@nitsikkim.ac.in>, <rguptanitsri@gmail.com>, <nit_mizoram@nitmz.ac.in>, <koley.chaitali@rediffmail.com>, <directornitnagaland@gmail.com>, <registrar@nitnagaland.ac.in>, <jgsraman@gmail.com>, <director@iiitg.ac.in>, <surajit.panja@gmail.com>, <director@iiitmanipur.ac.in>, <saxena.g@iiitmanipur.ac.in>, <ad_chaudhuri@rediffmail.com>, <mail2tit@gmail.com>, <tit_agt@yahoo.com>, <bku.agt@gmail.com>, <s_sbn@rediffmail.com>, <manipurtechnicaluniversity@gmail.com>, <dit-mn@nic.in>, <w.m.chenglei@gmail.com>

1 attachment(s) - TA-DA_NORMS.docx (19.32KB)

To   January 4, 2018

VCs and Principals of all project institutions/ATUs (1.1, 1.2 and 1.3)

Dear All,

This in in reference to our TA/DA Guidelines dated 27th September, 2017 available on NPIU website.

In this regard, it is to inform you that minor modification has made in the guidelines regarding food bills (DA) (highlighted and struck through).

The revised guidelines are attached for your ready reference. The same is being uploaded on our website.

Thanks & regards

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CC:
1. TEQIP Coordinators of all project institutions/ATUs (1.1, 1.2 and 1.3)
2. SPIUs

GUIDELINES ON TA/DA NORMS FOR ALL TYPES OF TEQIP-III ACTIVITIES

The Guidelines on TA/DA norms are appended below for faculty and staff who will be attending any meeting / conference / workshop / training etc. at the institution other than their own institution.

1. **Travel Allowance Entitlement**

Table-1

Grade Pay / AGP of Individual (6th Pay)	Pay level (7th Pay)	Travel by Air	Travel by Train	Travel by Road
Rs.7600/- and above	12 and above	Economy Class by Air India*	AC First class	AC/ordinary taxi, Auto / AC Bus
Rs.5400/- to below Rs. 7600/-	9-11		AC-II Class	Ordinary Taxi, Auto / AC Bus
Rs.4200/- to below Rs.5400/-	6-8	Not Eligible	AC-II Tier / AC Chair Car	Ordinary Taxi / Auto Rickshaw / Any Public Bus incl. AC Bus
Below Rs.4200/	Below 5	Not Eligible	AC-III Tier / AC Chair Car	Auto rickshaw / Any Public Bus except AC Bus

*However, on non-availability of Air India Flights connecting two places or non-availability of ticket in Air India flights, Private Airlines by economy class may be allowed subject to the condition that the fare charged is not more than the Air India fare.

2. **Daily Allowance (D.A) Entitlement:** Entitlement of D.A will be as per the following as per the note given below the table-2:

Table-2

Grade Pay / AGP of Individual(6th Pay)	Pay level (7th Pay)	Hotel charges per day (Max.)	Food bill per day (Max.)	Local Travel with the City (Max.) per day
Rs.10000/- and above	14 and above	Rs.7500/-	Rs.1200/-	AC Taxi charges upto 50 KMs within the city
Rs.7600/- to below Rs. 10000/-	12-13	Rs.4500/-	Rs.1000/-	AC Taxi charges upto 50 KMs within the city
Rs.5400/- to below Rs.7600/-	9-11	Rs.2250/-	Rs.900/-	Non AC Taxi charges upto Rs.338/- within the city
Below Rs.4200/ to below 5400/-	6-8	Rs.750/-	Rs.800/-	Non AC Taxi charges Upto Rs.225/- within the city
Below Rs.4200/-	5 & below	Rs.450/-	Rs.500/-	Non AC Taxi charges Upto Rs.113/- within the city

i. **Reimbursement of Hotel charges:** For levels 8 and below, the amount of claim (up to ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of stay, name of dwelling etc. Additionally, for stay in Class 'X' cities, the ceiling for all employees upto Level 8 would be 1000 per day, but it will only be in the form of reimbursement upon production of relevant vouchers. The celling for reimbursement of hotel charges will further rise 25% whenever DA increases by 50 %.

ii. **Reimbursement of Local Traveling charges:** Similar to Reimbursement of staying accommodation charges, levels 8 and below, the claim (up to the ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of travel, vehicle number etc. The ceiling for levels will further rise by 25% whenever DA increases by 50%. For journeys on foot, an allowance of Rs.12/- per kilometer travelled on foot shall be payable additionally. This rate will further increase by 25% whenever DA increases by 50%.

iii. **Reimbursement of Food charges :-** There will be no separate reimbursement of food bills. Instead, the lump sum amount payable will be as per Table-2aboveand, depending on the length of absence from headquarters, would be regulated as per Table-3 below. Since the concept of reimbursement has been done away with, no vouchers will be required. The lump sum amount will increase by 25% whenever DA increase by 50%.

iv. **Timing restrictions:**

Table-3

Length of absence	Amount payable
If absence from headquarters is <6 hours	30% of Lump sum amount
If absence from headquarters is between 6-12 hours	70% of Lump sum amount
If absence from headquarters is >12 hours	100% of Lump sum amount

Absence from Head Quarter will be reckoned from midnight to midnight and will be calculated on a per day basis.

Note:

1. In case of places not connected by rail, travel by AC bus for all those entitled to travel by AC-II tier and above by train is allowed.
2. In case journey is performed by Taxi and more than one person from same college attends the workshop at same place, then the Taxi should be hired on sharing basis and the fare will be reimbursed proportionately to all the travelers.
3. In case road journey is performed by own car, copy of RC is to be submitted mandatorily.
4. Boarding Passes/Tickets (including Train, Bus etc.) Fare receipts of Taxi and Auto / Bill of Hotel & Foodcharges are to be deposited at the time of preferring the claim.
5. At place where no specific rates have been prescribed either by the Directorate of Transport of the concerned State or of the neighboring States:

For journeys performed in own car / taxi	Rs.24/- per KM
For journeys performed by auto rickshaw, own scooter etc.	Rs.12/- per KM

NORMS FOR PAYMENT OF HONORARIUM TO

GUESTS FOR LECTURE/SEMINAR/ WORKSHOP/ MEETING ETC.

These guidelines shall be applicable for paying honorarium to the Experts invited from institute/ industry for delivering lectures in Workshop/ Seminar or delivering key note address in conferences/ symposia or attending meetings of various statutory authorities like BoS, Examination Committee, Academic Council, BoG (Under UGC autonomous guidelines), Industry Consultation Committee etc.

1. **Persons from Institutions of National Importance (INIs), Industry Expert and institutions participating in TEQIP-III:**Rs. 5000/- per day/ meeting

2. **Persons from Non-TEQIP Institutions:**
   (a) Rs. 4000/- per day for Principal/Professor/Associate Professor
   (b) Rs. 3000/- Per day for Assistant Professor/ Contract faculty

   Note:
   1. No honorarium is payable to the faculty/ Professor the activities (Lecture/Seminar/Workshop/meeting) of own institution.
   2. No honorarium is payable to the faculty /person from Mentor/Mentee Institute for the activities under twinning arrangement.
      It supersedes the corresponding point 2.1a. i.iv (1.1 and 1.3 institutions) and point 2.2b bullet 2nd (ATUs) for internal faculty/ persons as given in the permissible and non-permissible expenditure

Ratification os expenditures as done by the Principal, Tripura Institute of Technology, Narsingarh with the permission of The Director of Higher Education on behalf of The Chiarperson of BOG. is placed for ratification by the BOG.

Expenditure related to the Faculty Visit (TA/DA etc)

1. Trip/ Travel for the program named as "Sensitization" for TEQIP-III. The cost of the trip was for Rs. 33,124/- of Prof. Samir Kanti Bhusan, coordinator TEQIP-III, at New Delhi.

2. Trip/ Travel for the Program named as "orientation workshop of TEQIP-III Project" of TEQIP-III. The cost of the trip was for Rs. 37,620/- of Prof. Samir Kanti Bhusan, coordinator TEQIP-III, & Rs. 37,621/- Prof. Bijoy Kumar Upadhyaya at New Delhi.

3. Trip/ Travel for the program named as "Review Meeting cum workshop on TEQIP action plan procurement plan and online fund flow" for TEQIP-III. The cost of the trip was for Rs. 8760/- of Prof. Samir Kanti Bhusan, coordinator TEQIP-III, at New Delhi.

4. Trip/ Travel for the program named as " Review Meeting cum workshop on TEQIP action plan procurement plan and online fund flow " for TEQIP-III. The cost of the trip was for Rs. 8560/- of Sri Biswajit Majumder, coordinator TEQIP-III, at Guwahati.

5. Trip/ Travel for the program named as " Review Meeting cum workshop on TEQIP action plan procurement plan and online fund flow " for TEQIP-III. The cost of the trip was for Rs. 7490/- of Sri Bibhash roy, coordinator TEQIP-III, at Guwahati.

6. Trip/ Travel for the program named as "Training workshop for faculty mentors on induction program for new students" for TEQIP-III. The cost of the trip was for Rs. 9608/- of Sri Dr.Subhendu Banik, coordinator TEQIP-III, at Guwahati.

7. Trip/ Travel for the program named as "Training workshop for faculty mentors on induction program for new students" for TEQIP-III. The cost of the trip was for Rs. 9568/- of Sri Dr. Jayanta Chakraborty, coordinator TEQIP-III, at Guwahati.

8. Trip/ Travel for the program named as "Training workshop for faculty mentors on induction program for new students" for TEQIP-III. The cost of the trip was for Rs.8158/- of Sri Dr. Somdeep Chakraborty, coordinator TEQIP-III, at Guwahati.

9. Trip/ Travel for the program named as "Training workshop for faculty mentors on induction program for new students" for TEQIP-III. The cost of the trip was for Rs.8467/- of Sri Bivash Chakraborty, coordinator TEQIP-III, at Guwahati.

10. An amount of Rs. 55,246 /- spent for the in-house program for the CSE Department coordinated by Sri Bibhash Roy, Asst. Profesor,CSE. The program named as " Data Structures & Artificial Intelligent and soft computing ". The duration was from 12.09.2017 to 16.09.2017.

11. An amount of Rs.37,621/- spent with the connection of program named as "Orientation Workshop of TEQIP-III Project " organized by NPIU, MHRD,Govt. of India dated 21st to 22nd July 2017.

12. An amount of Rs. 7490/- spent in the connection for attending the "Orientation Conclave jointly organized by MHRD,TIT Gwuahati & IIT Kharagpur held on 11/08/2017 at IIT,Gwuahati for Sri Bibhash Roy, Asst. Profesor,CSE.

13. An amount of Rs. 8,760/- spent in the connection for attending the "Orientation Conclave jointly organized by MHRD,TIT Gwuahati & IIT Kharagpur held on 11/08/2017 at IIT,Gwuahati for Sri Samir kanti Bhusan, Associate. Profesor, CE.

14. An amount of Rs. 8,559/- spent in the connection for attending the "Orientation Conclave jointly organized by MHRD,TIT Gwuahati & IIT Kharagpur held on 11/08/2017 at IIT,Gwuahati for Sri Biswajit Majumder, Asst. Profesor, ME.

15. An amount of Rs. 33124/- spent for the programme named as "Sensitization workshop on induction programme and modalities of TEQIP –III Project" for for Sri Samir kanti Bhusan, Associate. Profesor, CE.

16. An amount of Rs. 37620/- spent for the programme named as "orientation workshop of TEQIP-III" for for Sri Samir kanti Bhusan, Associate. Profesor, CE.

17. An amount of Rs.18,454/- spent for the program named as " Visit charges of students for industrial visit and local hospitality & remuneration" Doordarshan .

18. An amount of Rs. 47000/- spent for the purpose of outside program named as "Recent advances & applications in computer engg."(RAACE-2017) for sri Ankur Biswas.

19. An amount of Rs. 9000/- spent for the purpose of SLA Survey 's Honorarium for Dr. Bijoy Kumar Upadhyaya, Associate Profesor, ECE.

20. An amount of Rs. 5000/- spent for the purpose of SLA Survey 's Honorarium. Sri Arup Kumar Daschaudhuri ,Associate Profesor, ECE.

21. An amount of Rs. 22,859/- spent in connection with the program names as " Workshop cum Training on PMSS & PFMS Software" Gwahati for Sri Samir kanti Bhusan, Associate. Profesor, CE.

22. An amount of Rs. 18,106/- spent in connection with the program names as " Workshop cum Training on PMSS & PFMS Software" Gwahati. for Sri Biswajit Majumder, Asst. Profesor, ME.

23. An amount of Rs. 45686/- spent for SLA related activities and 2 days honorarium to Dr. Sangram Ray, SLA Protector (TEQIP-III), Asst. Prof. NIT, Sikkim as he was invited by the NPIU to this Institution for the said activities.

24. An amount of Rs. 18,847/- spent for the professional development training (PDT) at IIM, Raipur for Sri Johnson Debbarma, Asst. Professor, ME.

25. An amount of Rs.31,531/- spent for the workshop named as " start-up activities & preparation of mini action plan" organized by IIT, Guwahati for sri Somdeep Chakraborty, Asst. Professor (Architect Engg.).

Ratification of expenditures as per approval of the Principal

SL	Particulars	Amount (in Rs.)
1	Purchase 01 Cartridge for Printer HP-1136 & 01 Logitech Mouse	5475.00
2	Purchase 01 Cartridge for Xerox Machine	5487.00
3	Meeting related expenses	1734.00
4	Meeting related expenses for participation in Video conference	868.00
5	Customized rubber stamp	1050.00
6	Courier charge	1000.00
7	Telephone bill	1600.00
8	Purchasing Stationery items	2395.00
9	Purchasing Stationery items	2838.00
10	Postal charges	3100.00
11	Postal charges	369.00
12	Postal charges	1958.00
13	Postal charges	246.00
14	Postal charges	246.00
15	Repairing Printer Machine(Laser Jet PROM1136MF)	5817.00
16	Repairing Computer Machine(HCL Desktop, SL.No-2111AA681018))	12850.00
17	Salary of Manager(I/S) & Accountant(14 days of October,2017)	22580.00
18	Salary of Manager(I/S) & Accountant for the month of November,2017)	50000.00
19	Salary of Manager(I/S) & Accountant for the month of December,2017)	49584.00
	Grand Total	1,69,197.00