

Technical Education Quality Improvement Program
ARYABHATTA KNOWLEDGE UNIVERSITY, PATNA (BIHAR)
(A unit of Ministry of Human Resource Development),

Bill No.-----

Dated: -----

TA/DA/Honorarium Bill of Official/Non Official Member Invited to Attend the Meeting/Committee/Seminar

TA/DA BIL OF OFFICIAL/NON-OFFICIAL MEMBER INVITED TO ATTEND THE MEETING/SEMINAR Etc.

Part-I (To be filled by Committee Members)

1. Name & Designation : _____
with Full Postal Office Address : _____
: _____
2. Type of Organization : **Govt. / Private / Govt. Aided** PAN No. _____
3. Pay Scale and Present Basic Pay : _____
4. Whether Retired or Still in Service: Retired / Still in Service Mobile No.: _____
E-mail id: _____
5. Savings Bank Account No. : _____, Bankers IFSC Code _____
6. Bank Name & Branch : _____
7. Purpose of visit/meeting : _____
8. Date (s) of meeting : _____
9. Details of journey (Including from and to residence/office and Airport, Railway station)

| Date | Departure | | Arrival | | Mode of Journey | Distance in Kms. | Fare Paid (Air/Rail /Taxi etc.) (Rs.) | Air/Rail Ticket No./Taxi Bill etc. |
|------|-----------|------|---------|------|-----------------|------------------|---------------------------------------|------------------------------------|
| | From | Time | At | Time | | | | |
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Signature of Claimant

Part-II (To be Filled by TEQIP Cell)

1. DA.....days @ Rs. Rs. -----
2. TA Rs. -----
3. Honorarium Rs. -----
4. Accommodation Rs. -----
5. **Total** Rs. -----

- Less: TDS @ (-) Rs. -----

- Balance to be Paid** Rs. -----

Account Assistant

TEQIP officer