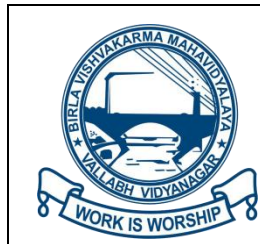


Title of the Lecture(s): \_\_\_\_\_



**BVM Engineering College, Vallabh Vidyanagar**  
**Technical Education Quality Improvement Programme (TEQIP)-III**  
**Subcomponent 1.3: (Twinning Arrangements to build Capacity**  
**and Improve Performance of Participating Institutes)**  
**Claim for Hospitality for Conducting Expert Lecture(s) under III**

Date: \_\_\_\_\_

<b>Department:</b>	
Title of the Lecture(s):	
Date and Duration of the Lecture (s):	
Name of Faculty Coordinator from Department:	
Details of the Expert(s) from Industry (Name, designation, address, contact number & email address):	
1.	
2.	
<b>Ref. No. of Approval</b> (please attach a copy): _____	<b>Dated:</b> _____
<b>Claim (all numbers in INR):</b>	
<b>A</b>	Total Expenditure in Hospitality (attach all bills / details)
<b>B</b>	Others (specify): _____
<b>C</b>	Total claim (A + B)
<b>D</b>	Advance taken
<b>E</b>	Net amount to be returned / paid (D - C)
<p><b>Note:</b> Expenditures incurred towards honorarium and travel for the invited expert(s) are to be claimed separately using 'Final Claim-2 (Outside Expert)' form, one for each expert. The same is (are) to be attached with this form. Summarize all the expenditures for this event in the table at the end of this form.</p> <p><b>Check list:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Report of the expert talk (in format III-Report-1, along with attendance records) is submitted to the Nodal Officer – III and the TEQIP-III Coordinator (in Hard copy &amp; Email / CD).</li> <li><input type="checkbox"/> Duly approved Final Claim-2 (Outside Expert) and Vendor-Personal-Details Form (one for each expert) are attached herewith.</li> </ul>	
Signature of Faculty Coordinator	Head of the Department
Budgetary provision is checked. Amount may be released if approved by Principal.	
Nodal Officer, Finance	

Approved / Not Approved

Principal, BVM Engineering College

Title of the Lecture(s): \_\_\_\_\_

Received Rs. \_\_\_\_\_, (in words Rs. \_\_\_\_\_)  
in PFMS e-Payment Advice No.: \_\_\_\_\_ dated \_\_\_\_\_.

Date:

Signature of Faculty Coordinator / Head of Department

- **Original to be submitted to TEQIP Office**

Summary of the Total Expenditure Incurred for This Event:

Sr.	Item	Amount (INR)
<b>A</b>	Total Expenditure in Hospitality	
<b>B</b>	Total Expenditure in Honorarium to Invited Expert(s)	
<b>C</b>	Total Expenditure in Travel for Invited Expert(s)	
<b>D</b>	Others (Specify): _____	
<b>Total Expenditure for this Event (A+B+C+D):</b>		