

राजकीय अभियांत्रिकी महाविद्यालय झालावाड
GOVERNMENT ENGINEERING COLLEGE JHALAWAR
(An Autonomous Institution of Government of Rajasthan)

No. GECEJ/18-19/499

Date: 12/9/18

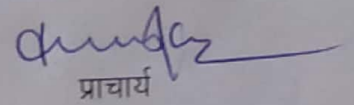
सीमित बोली

GOVT. ENGINEERING COLLEGE JHALAWAR कार्यालय उपयोग हेतु निम्नलिखित स्टेशनरी सामग्री प्रिन्ट कर GOVT. ENGINEERING COLLEGE JHALAWAR कार्यालय में उपलब्ध करवाने के लिए GST में पंजीकृत फर्मों से दिनांक 26/9/18 को अपरान्ह 4:00 बजे तक सीमित बोली आमंत्रित की जाती है। जिसको उपस्थित बोली दाताओं के समक्ष उसी दिनांक को दोपहर बाद 3:00 बजे खोली जायेगी।

कृ.स.	विवरण	अनुमानित राशि (Rs)
1	प्रिन्ट स्टेशनरी सामग्री	70000

शर्त :-

1. सशर्त बोली स्वीकार नहीं होगी।
2. बोली को किसी भी स्तर पर अस्वीकार / निरस्त किया जा सकता है।
3. lowest one (L-1) का निर्धारण कुल राशि कर सहित से किया जाएगा। ना की अलग-अलग आर्टिकल से।
4. राशि का भुगतान बैंक के माध्यम से होगा।
5. दरो में G.S.T अलग से अंकित किया जावे।


प्राचार्य

राजकीय अभियांत्रिकी महाविद्यालय झालावाड
GOVERNMENT ENGINEERING COLLEGE JHALAWAR
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No.

Date:

प्रिन्ट स्टेशनरी सामग्री का विवरण

क्र. स.	सामग्री का नाम मय विवरण	Sample copy	अनुमानित मात्रा(नग)	(a)Amount (Rs)	(b)GST	TOTAL(a+b)
1	Attendance Register (a) Lager Paper 100 gsm (b) 32 page register (c) Size 8.5"x 14" (d) Hard Cover Binding with front page printing (e) both Side Printing (f) numbering on each paper (1-32)	↓ + 04	200			
2	General stock Register (a) Lager Paper 100 gsm (b) 203 page register (c) Size 8.5"x 14" (d) Hard Cover Binding with cloth binding(red Color) (e) both Side Printing (f) numbering on each page 1 to 200	5	10			
3	Consumable Article Stock Register (a) Lager Paper 100 gsm (b) 115 page register (c) Size 8.5"x 14 " (d) Hard Cover Binding with cloth binding(red Color) (e) both Side Printing (f) alphabetic index (g) numbering on each page	6-7	25			

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No.

Date:

4	Note Sheet (a) White Copier Paper 80 gsm (b) 100 page in each Pad (c) Size 14" x 8.5" (e) both Side Printing	8	100 pad			
5	Hostel Receipt Book (start receipt no 4001 and book no 81) (a) 3 copy first Copy 68 gsm(yellow colour) Second(green colour) & third copy (white clour) 58 Gsm (b) 150 page (50-50-50) page in each book (c) Size 8.5"x 5.8" (e) normal binding	9	20			
6	N S Receipt Book (start receipt no 62501 and book no 1251) (a) 2 copy first Copy 68 gsm white Second Copy 58 gsm yellow (b) 100 page 50-50 book binding (c) Size 8.5"x 5.5" (d) Normal binding	10	200			
7	F V C Bill (a) 1 copy (b) Both side Printing (c) Lager Paper 100 page in each book (c) Size 10.5"x 8.5 "(d) Normal binding (e) light green	11-12	20			

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No.

Date:

8	C.L. Form teaching staff (a) 1 copy (b) Single side Printing (c) Paper 80 gsm (c) Size 8.5"x 6.5" (d) Normal Pad (e) 100 pages in each pad	13	5 pad			
9	C.L. Form non teaching staff (a) 1 copy (b) Single side Printing (c) Paper 80 gsm (c) Size 8.5"x 6.5" (d) Normal Pad (e) 100 pages in each pad	14	5 pad			
10	P.L. Form (a) 1 copy (b) single side Printing (c) Paper 80 gsm (c) Size 10.5"x 8.5" (d) Normal Pad (e) 100 pages in each pad	15	5 pad			
11	H.Q.L. Form (a) 1 copy (b) single side Printing (c) Paper 80 gsm (c) Size 8.5"x 6.5" (d) Normal Pad (e) 100 pages in each pad	16	5 pad			

Name of firm & Reg. No/Trade licence:

SIGNATURE

Full Address:

(With Seal)

GST NO(Attach copy):

PAN Card No. (Attach copy):

CONTACT NO

GOVT. ENGINEERING COLLEGE JHALAWAR

(An Institution of Govt. of Rajasthan)



ATTENDANCE REGISTER

SESSION : 20 - 20

Name _____

From _____ To _____

1

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TIME TABLE

ODD Semester :

Session : _____

Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								

EVEN Semester :

Session : _____

Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								

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Lecturer / Tutorial / Practitioner

Class

Subject

Sl. No.

Name

Roll No.

Date

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राजकीय अभियांत्रिकी महाविद्यालय झालावाड़

GOVT. ENGINEERING COLLEGE, JHALAWAR

दैनन्दिनी
संख्या
DIARY
No

कार्यालय टिप्पणी
Note Sheet

पृष्ठ संख्या
Page No.

कृपया : इस रेखा के नीचे कुछ न लिखें : Please do not write below this line

8

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Hostel Received book.
Receipt

GOVT. ENGINEERING COLLEGE JHALAWAR

HOSTEL FUND

RECEIPT

Receipt No. **3602** Book No. **73** Date

Received from Mr./Miss. D/s of

Student B.Tech/BBA/BCA/MBA Year Branch College ID No.

a sum of Rupees (Rupees)

only through Cash/DD on account of following :

- | | |
|---------------------------|----------|
| 1. Mess Charge | Rs. |
| 2. Hostel Charges | Rs. |
| 3. Transportation Charges | Rs. |
| 4. Fine | Rs. |
| 5. | Rs. |

Grand Total Rs.

C.W. Copy

CASHIER

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OVT. ENGINEERING COLLEGE, JHALAWAR

(An Autonomous Institution of Govt. of Rajasthan)

RECEIPT

Date.....

Receipt No. **60739**

Book No. **1215**

Received from Mr./Ms.

College ID..... Student of Course..... I/II/III/IV Year/Semester.....

..... Branch..... a sum of Rupees.....

(Rupees..... only)

through Cash/Cheque/D.D./I.P.O. No. Bank..... on

account of fees as per details given below.

No.	Particulars	Amount
1.	Society Fund Fee	
	a) Admission fee	
	b) Tuition fee	
	c)	
2.	Non Society Fund Fees	
	a) Development fee	
	b) Other fee	
	c) College Caution Money	
	(Refundable)	
	d) Hostel fee	
	e) Hostel Caution Money	
	(Refundable)	
	f) Transportation Caution Money	
	(Refundable)	
3.	Others Fees	
	a) Univ. Exam. fee	
	b) Univ. Enrolment fee	
	c) Univ. Other fee	
	d) Cost of Books	
	e) TC/PC fee	
	f) Transportation Charges	
	g) Registration Fee	
	h) Fine	
	i)	
Total	1+2+3	

CASHIER

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FVC Bill

To be entered by Drawing Officer

I Certify that the expenditure include in this bill could not, with due regard to the interest of the public service be avoided. I certify that to the best of my knowledge and belief the payment entered in this bill has been duly made to the parties entitled to received than with exception notes below which exceed the balance of the permanent advance, and will be paid on receipt of the money drawn on this bill voucher for all sums are attached to this bill save those noted below which will be forwarded as the amount have been paid. I have as possible obtained vouchers for other sums an responsible that have been so defaced or that they can not be used again. All work bills are annexed.

2. Certified that all the articles detailed in the vouchers attached to the bills have been accounted in the Stock Register.
3. Certified that the purchase bill have been received in goods order that their quantities are correct and their quality is good. The rates paid are accepted as per the market rates and the suitable notes of payment has been recorded against the invoices concerned to prevent double payments.
4. Certified that
 - (a) The expenditure on conveyance include in this bill was actually incurred and unavoidable and is within the scheduled scale of charges for conveyance used, and
 - (b) The Government servant concerned is not entitled to draw travelling allowance under the ordinary rules for the journey and is not granted any compensatory leave and does not set any special remuneration for the performance of the duty which necessiate for the journey.

Received contents

Appropriation for the current year.....

Expenditure including this bill

Amount of work bill annexed

Balance available

Abbreviated Classification

Signature and designation for the Drawing Officer

Pay Rupees.....(In words Rs.....)

.....) Examined & entered.

Jr. Acctt. Accountant F.I.C., Fin + Acctt. Registrar Principal

Paid by Cheque No.Rs.....Dated.....

and entered in Cash Book page No.....Dated.....

Acctt./D.D.O.

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Leave Application Form for Teaching Staff CL

1. Name.....

2. Designation.....Department.....

3. Nature of Leave.....Duration.....w.e.f.

(A) Casual Leave

(B) Academic Leave

(C) Other

4. Reason.....

5. Permission for H.Q. Leave (if required) : From.....to.....

6. Address during Leave.....

7. Mr./Ms./Mrs.Designation.....Dept.....

will engage my classes during my leave

Counter Signature.....

Phone No.

Signature.....

Date.....

Forwarded by :-

(Head/Section In-charge)

(For Office Use Only)

Leave due.....Clerk Estb.....

Registrar

Principal

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Phone No. 07432-230422

सर्कारीय अभियांत्रिकी महाविद्यालय झालावाड
GOVERNMENT ENGINEERING COLLEGE JHALAWAR

(An Autonomous Institution of Government of Rajasthan)
Sunel Road, Village-Chandloi, Jhalarapatan Distt. Jhalawar,

Leave Application Form for Non Teaching Staff

1. Name
2. Designation.....Department
3. Nature of Leave.....Duration.....w.e.f.....
4. Reason
5. Permission for H.Q. Leave (if required) : Fromto.....
6. Address during Leave

Phone No. Signature.....
Date :.....

Forwarded by : -
(Head/Section In-charge)

(For Office Use Only)

Leave due.....Clerk Estb.....
Registrar
Principal

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Phone No. 07432-230422

राजकीय अभियांत्रिकी महाविद्यालय झालावाड
GOVERNMENT ENGINEERING COLLEGE JHALAWAR

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Sunel Road, Village-Chandloi, Jhalarapatan Distt. Jhalawar

FORM OF APPLICATION FOR LEAVE

1. Name of applicant and father's / husband's name
2. Post held
3. Department / Office / Section
4. Pay
5. House rent allowance, Conveyance allowance
other compensatory allowance drawn on the
present post
6. Nature and period of leave applied for and date
from which required
7. Sundays and holidays, if any, proposed to be prefixed
/Suffixed of leave
8. Ground on which leave is applied for
9. Date of return from last leave and nature and period
of that leave
- 10 (a) I undertake to refund the difference between the leave salary during privilege leave,
commuted leave and that admissible during half pay leave which would not have
been dmissible, had the provisions of provise Rule 53 of the Rajasthan civil services
(Pension) Rules not been applied in the event of my retirement from service at the end
or during the currency of the leave.
(b) I undertake to refund the leave salary drawn during leave not du which would not
have been admissible had rule 93 (d) of the Rajasthan Service rule not been applied,
in the event of my voluntary retirement from services at the end of during current leave.
- 11 Leave -address

Signature of applicant (with date)

12. Remarks and / or-recommendation of the Controlling officer.

Signature (with date)
Designation

Certificate Regarding admissibility of leave

1. Certified that P.L./ HPL/ Commuted Leave /for (period).....days
(Nature of Leave)
Fromtois admissible under rules.

Signature (with date)
Designation

Order of the Santioning authority : Sanctioned / Not Sanctioned

Principal/Registrar

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GOVERNMENT ENGINEERING COLLEGE, JHALAWAR

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Sunel Road, Village- Chandloi, Jhalrapatan Distt. Jhalawar

HQ Leave Application Form

1. Name.....
2. Designation & Department.....
3. Duration & w.e.f.
4. Reason.....
5. Address during Leave.....

Phone No.

Forwarded by :-

Signature.....

(Head/Section In-charge)

Sanctioned by

Date.....

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