

To
The Director & Vice-Chancellor,
ICAR-CIFE, Mumbai

(Through Proper Channel)

Date: 01/12/2025



Sub: Request for a Contingent Advance of Rs. 1,85,521/- (Rupees one lakh eighty five thousand five hundred twenty one only) to conduct the STP on "Meethe Pani me Machhli Palan" for 30 fish farmers and 1 Guide from Banka District, Bihar during 16-22 December, 2025- reg.

Sir,

With reference to the above, I request to sanction a contingent advance of Rs. 1,85,521/- (Rupees one lakh eighty five thousand five hundred twenty one only) for various expenditure heads mentioned below (except course fee, lodging charges and cost of pH & ammonia kits) for conducting the STP on "Meethe Pani me Machhli Palan" for the fish farmers from Banka District, Bihar during 16-22 December, 2025. The approved budgetary heads are given below.

Approved budget by Govt. of Bihar

Sl. No.	Heads of Expenditure	Expenditure per batch of 30 farmers (Rs.)
1.	Course fee @ Rs. 4720/-/head (including 18% GST)	141600.00
2.	Training manual & kits for 30 participants and 01 guide @ Rs. 1000/-	31000.00
3.	Boarding and lodging charges @Rs.325/- for 30 participants and 01 guide for 07 days	70525.00
4.	Vehicle hire charges for field trips	56000.00
5.	Cost of pH kit (soil & water) for 30 participants and 01 guide @ Rs. 672/- (including 12% GST)	20832.00
6.	Cost of Ammonia kit for 30 participants and 01 guide @ Rs. 672/- (including 12% GST)	20832.00
7.	Training inputs (chemicals, fish, feed ingredients, logistics items etc.)	30196.00
8.	Miscellaneous (Banner, printing of certificate & ID card, inaugural & valedictory programme, charge of field demonstration etc.)	19500.00
	TOTAL	3,90,485.00

Revenue amount: The amount for course fee, lodging charges and cost of pH & ammonia kits as mentioned below are excluded in the advance.

Heads of Expenditure	Expenditure (Rs.)	Remarks
Course fee @ Rs. 4000/- + GST (Rs. 720/- @18%) for 30 nos. farmers	141600.00	
Lodging charges @Rs.100/- for 30 participants and 01 guide	21700.00	
Cost of pH kit (soil & water) for 30 participants and 01 guide @ Rs. 630/- (including 5% GST)	19530.00	GST can be deposited @ 5% instead of 12% due to new GST regime.
Cost of Ammonia kit for 30 participants and 01 guide @ Rs. 630/- (including 5% GST)	19530.00	
TOTAL	2,02,360.00	

Advance Amount:

Heads of Expenditure	Expenditure per batch of 30 farmers & 1 guide (Rs.)
Training manual & kits for 30 participants and 01 guide @ Rs. 1000/-	31000.00
Fooding charges @ Rs.225/- for 30 participants and 01 guide for 07 days	48,825.00
Vehicle hiring charges for field trips	56,000.00
Training inputs (chemicals, fish, feed ingredients, logistics items etc.)	30196.00
Miscellaneous (Banner, printing of certificate, inaugural & valedictory programme etc.)	19500.00
TOTAL	185521.00

Suman Manna
(Suman Manna)
Scientist
Training Coordinator, Banka District

I/c Stomach
01/12/25