

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

Date: 9/09/2025

(Through Proper Channel)

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 Katihar District, Bihar during 8-14 October, 2025 - reg.

Sir,

With reference to the above, I request to sanction a contingent advance of Rs. 1,89,825/- (Rupees one lakh eighty nine thousand eight hundred twenty five 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 Katihar District, Bihar during 8-14 October, 2025. The approved budgetary heads are given below.

Sl. No.	Heads of Expenditure	Expenditure per batch of 30 farmers (Rs.)
9.	Course fee @ Rs. 4720/-/head (including 18% GST)	141600.00
10.	Training manual & kits for 30 participants and 01 guide @ Rs. 1000/-	31000.00
11.	Boarding and lodging charges @Rs.325/- for 30 participants and 01 guide for 07 days	70525.00
12.	Vehicle hire charges for field trips	56000.00
13.	Cost of pH kit (soil & water) for 30 participants and 01 guide @ Rs. 672/- (including 12% GST)	20832.00
14.	Cost of Ammonia kit for 30 participants and 01 guide @ Rs. 672/- (including 12% GST)	20832.00
15.	Training inputs (chemicals, fish, feed ingredients, logistics items etc.)	30196.00
16.	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.

Sl. No.	Heads of Expenditure	Expenditure (Rs.)
2.	Course fee @ Rs. 4000/- + GST (Rs. 720/- @18%) for 30 nos. farmers	141600.00
3.	Lodging charges @Rs.100/- for 30 participants and 01 guide	21700.00
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
	TOTAL	204964.00

Advance Amount:

Sl. No.	Heads of Expenditure	Expenditure per batch of 30 farmers & 1 guide (Rs.)
1.	Training manual & kits for 30 participants and 01 guide @ Rs. 1000/-	31000.00
2.	Fooding charges @ Rs.225/- for 30 participants and 01 guide for 07 days	48,825.00
3.	Vehicle hiring charges for field trips	56,000.00
5.	Training inputs (chemicals, fish, feed ingredients, logistics items etc.)	30196.00
6.	Miscellaneous (Banner, printing of certificate, inaugural & valedictory programme etc.)	19500.00
	TOTAL	185521.00


9/9/25

(T. K. Ghoshal)
Principal Scientist & Head
Training Coordinator, Katihar District