***Government of India***

***Department of Atomic Energy***

***Indira Gandhi Centre for Atomic Research***

***Kalpakkam***

**IGCAR/RMG/RS/2018-19 Date: 20/11/2019**

**Subject:** Reimbursement of contingency expenses for the month of Jul-Nov-2019

|  |  |  |
| --- | --- | --- |
| **Name: Parthkumar Rajendrabhai Patel** | **IC No: 32364** | **JRF/SRF: SRF** |
| **Date of Joining: 01/06/2016** | **E- mail: parthpdpu@gmail.com** | **Intercom: 22912** |

I have incurred the following expenses which are relevant to my course work / research.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Details of Expenditure** | **Amount** | **Bill No & Date** | **Remarks** |
| 1 | Logitech M235 wireless mouse | 599.00/- | **Bill no.: HYD8-2588354**  **Date: 06/10/2019** |  |
| 2 | SanDisk Ultra 64 GB pendrive | 799.00/- | **Bill no.: HYD8-2588354**  **Date: 06/10/2019** |  |
| 3 | Samsung DDR3 4 GB RAM | 1,295.00/- | **Bill no.: HYD8-17005**  **Date: 06/10/2019** |  |
| 4 | Book Xerox | 3,190.00/- | **Bill no.: 581**  **Date: 20/10/2019** | Rs. 100 (as cash advance) + Rs. 3,090.00 (Direct A/C transfer) |
| 5 | Book Xerox | 1,247.00/- | **Bill no.: 601**  **Date: 02/11/2019** | (Direct A/C transfer) |
| 6 | BSNL Internet bill (July-2019) | 570.00/- | **Bill no.: SDCTN0027167867**  **Date: 06/08/2019** |  |
| 7 | BSNL Internet bill (Aug-2019) | 470.00/- | **Bill no.: SDCTN0028070493**  **Date: 06/09/2019** |  |
|  | **Total** | **Rs. 8,170.00/-** |  |  |

(Rupees in words Eight Thousand One Hundred Seventy Rupee only.)

**UNDERTAKING**

I hereby declare that the items listed above are purchased against the contingency fund granted to me for my research at IGCAR. I assure that I will keep these items safely till my tenure gets completed at IGCAR. I am aware that I should produce these items for inspection anytime during the tenure and any discrepancy or irregularity noticed during inspection is liable for disciplinary action by the Department. I request that the above expenditure may be reimbursed.

**(Parthkumar Rajendrabhai Patel)**

|  |  |  |
| --- | --- | --- |
| Expenditure reimbursed so far: Rs.32,000.00/- | Present Claim: Rs.8,170.00/- | Total: Rs.40,170.00/- |

Cash bills / vouchers checked with the items / books purchased. Books have been duly stamped.

**(Shanmugadevi.P)**

**HBNI/IGCAR**