



**Financial Inclusion and Development Department**  
**RBI, Mumbai**

**Facilities for the participants for travelling and accommodation and information for participants**

The State level RBI90Quiz competition for Maharashtra State is scheduled on **November 25, 2024**. In this regard, detailed facilities provided for travel and accommodation for the teams and accompanying teachers as well as SOP related to the event are as below:

Sr.	Description	Details
1	Venue for the Quiz	CIDCO Exhibition and Convention Centre, Sector 30, Vashi, Navi Mumbai 400 703.  Reporting time: 8:30am- 9:00am Expected conclusion time: 3:00 to 3:30pm
2	General Instructions	(a).Only registered members of the teams are permitted to participate. In no case, change in team member/s / replacement will be allowed. (b).No single participant is allowed. Only a team of two members can participate. (c).Only one teacher is permitted to accompany the team. (d).Accompanying teachers should ensure adherence to timelines and overall discipline of the participating teams. (e).Participants to maintain proper conduct in the hotel rooms, travel times etc. as damages, if any, will be borne by the participant concerned. (f). Participants/teachers must not answer the questions meant specifically for the other teams.
3	Documents to be presented by participants for verification at the venue	(a).Authorization letter from respective colleges, confirming their enrolment and current undergraduate course being pursued. (b).College issued Identity card (c). Any of the Government issued Identity card like PAN / Aadhaar / Driving Licence/ Passport/ Voter ID card.



		<p>(d).Visually impaired team members (either one member or both) must provide valid documentation of their disability status during the physical round.</p> <p>(e).Photocopy of the front page of the passbook clearly mentioning account number and IFSC code / Copy of the cancelled cheque leaf.</p>
4	Accommodation arrangements	<p>(a) Stay has been arranged on twin sharing basis for participants and teachers. The information regarding the names and addresses of the hotels will be shared with the teams in due course.</p> <p>(b) The rooms will be provided maximum for two days i.e., from November 24, 2024, from 2.00 pm to November 26, 2024, up to 12.00 noon. The teams are therefore advised to plan to their journey accordingly. Any accommodation before or after the mentioned dates will not be done by RBI.</p> <p>(c) In case, participants/teachers want to check-out on November 25, 2024, they may inform us on or before <b>November 10, 2024</b>.</p> <p>(d) The dinners on November 24 and 25, 2024, and breakfasts on November 25 and 26, 2024, have been arranged for participants and teachers in the hotel. Participants are advised to note the meal timings of the hotel and schedule their travel plan accordingly. <b>The charge for any additional services and food etc. shall be borne by respective participant.</b></p> <p>(e) Requests for early Check-in on November 24, 2024, should be communicated on or before November 10, 2024; the same will however be subject to availability/confirmation from hotel.</p> <p>(f) The participants are required to submit date wise room requirements to RBI, Mumbai latest by November 10, 2024, so that necessary arrangements can be made.</p> <p>(g) The participants and teachers from Mumbai/ Thane/ Navi Mumbai will not be provided stay</p>



		<p>arrangement. They are advised to directly report at the venue of the quiz on <b>November 25, 2024, at 8.30 am.</b></p> <p>(h) No request for on-the-spot room allotment will be considered.</p> <p>(i) RBI will not bear any expense for any other personal bookings / stay arrangements. Any additional charges for stay beyond the Check-in and Check-out time mentioned, must be borne by the participant(s) and accompanying teacher(s) concerned.</p>
5	Travel expenses for participants and accompanying teacher	<p>(a).The participants and accompanying teacher should make their own travel arrangement from the city/place where the college/university is located.</p> <p>(b).The reimbursement for round trip journey will be done as per below:</p> <p>(i). For teams from Mumbai/Thane/ Navi Mumbai: Taxi charges (Uber, Ola, etc.) will be reimbursed for teams from Mumbai/ Thane/ Navi Mumbai for travel from their college to the venue and back subject to production of bill/ receipt for inward journey or RTO rate for taxis from college to the venue on declaration basis, whichever is lower.</p> <p>(ii). For all other teams in the state:</p> <ol style="list-style-type: none"> <li>The cost of travel equivalent to fare of train ticket for AC III tier / AC Volvo from nearest railway station of district headquarter to Mumbai will be reimbursed.</li> <li>For to-and-fro from college to nearest railway station, taxi charges will be reimbursed.</li> <li>For to-and-fro travel from railway station at Mumbai/ Thane/ Navi Mumbai to hotel in Navi Mumbai – taxi charges will be reimbursed.</li> </ol>



		<p>d) Lumpsum amount of Rs.1000/- as expenses towards refreshments during the journey will also be provided.</p> <p>(c).For availing the reimbursement, all the teams must submit the below mentioned documents:</p> <p>(i). Duly filled-in Detailed Information-cum-Declaration form.</p> <p>(ii). Photocopy of the front page of the passbook clearly mentioning account number and IFSC code or a copy of cancelled cheque leaf.</p>
6	Travel from hotel to the venue and back	For travel from hotel to the Quiz venue and back, buses will be arranged by RBI. The participants need not make separate travel arrangement.
7.	How to reach hotel	<p>(i) The teams may travel to hotel in Vashi, Navi Mumbai from Thane/ Panvel/ Dadar/ Chhatrapati Shivaji Maharaj Terminus/ Lokmanya Tilak terminus.</p> <p>(ii) The participants can also reach Vashi by Bus from various centres across Maharashtra.</p> <p>(iii) The teams may travel to the hotel by availing pre-paid taxi at the stations or cab aggregators (like Ola, Uber, Rapido, etc).</p>

**Information-cum-Declaration Form**

Sr.	Particulars	Information
1	Name of the student/ teacher	
2	Gender (M/F)	
3	Mobile Number	
4	Name and complete address of the College	
5	Date and time of arrival at hotel	
6	Date and time of departure from hotel	
7	Allergy, if any	
8	Bank Account Number @	
10	Bank Name	
11	IFSC	

@ Please attach a photocopy of the front page of the passbook clearly mentioning account number and IFSC code or a copy of cancelled cheque leaf. Please credit the expenditure incurred by me in connection with travelling to and from Navi Mumbai and other incidental expenses to my savings bank account mentioned above

I declare that I will abide by the instructions given by RBI and in case of any damage / extra charges related to my travel and stay, the same will be borne by me.

Signature

Date :