**DEPARTMENT OF XXX ENGINEERING
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY
SURAT-395007, GUJARAT**

No. SVNIT/XX/xx/XX/FOOD/  **/2021-22** Date: 30/11/2021

**SUBMITTED NOTE:**

Catering service as per details given below is needed for providing breakfast, lunch, tea, etc. to the participants of STTP/Workshop/Conference, Faculty Development Programme (FDP) under AICTE Training and Learning Academies (ATAL) on "XXX" during XX to XX June, 2021.It is requested to avail the service by following as per our Institute norms (**Under GFR -2017).**

The expenditure of Rs. 75,000/- will be debited from generated revenue of our program in the CCE account “Director, SVNIT-CCE” (CCE Code: SVNIT/XX/XX/XX/2021-22 Dated: xx/xx/2021).

| **Sr. No.** | **Items** | **Approximate cost (Rs.)** |
| --- | --- | --- |
| 1 | Refreshment and Lunch (Breakfast, Lunch, Tea with biscuits) | 50 X 5 X 300/ (300/- per participant per day) |
| **Total Amount (Rs.)** | **Rs.75,000** |

(**Name of Coordinator/s)**

**Program Coordinator/s**

**Head of Department**

 **Chairman, CCE**

 **Dean(S/W)**

 **Director, SVNIT**