

विश्वविद्यालय
विश्वभारती
VISVA-BHARATI



Publishing Department

Office Order

VISVA-BHARATI GRANTHANA VIBHAGA

Special Exhibition cum Sale Counter at Sivanath Sastri College, Kolkata
National Conference on "Classical Bengali Language in Different Disciplines"
jointly organised by Bharatiya Bhasha Samity (MoE) and Sivanath Sastri College, Kolkata

The following order is issued for arrangement of Special Exhibition cum Sale Counter at the National Conference on "Classical Bengali Language in Different Disciplines" jointly organised by Bharatiya Bhasha Samity and Sivanath Sastri College, Kolkata, to be held from 08 and 09 January 2025 and related issues thereof.

1. The following persons will proceed to **Sivanath Sastri College** on 07.01.2025 and may return to Office on 10.01.2025.
 - 1) Shri Uttam Das (In-charge)
 - 2) Shri Swarup Biswas, MTS
 - 3) One DRW
2. Only titles under the series of Visvavidya Samgraha and Loksiksha Granthamala will be displayed at the said exhibition.
3. Director and Deputy Manager Sales (Officiating), VBGV, may visit the Special Sale Counter as and when required.
4. Shri Uttam Das is authorized draw an advance of **Rs. 5,000/-** (Rupees five thousand only) from Accounts Section, VBGV (on 07.01.2025) to meet the expenditures on account of porter charges, printing of banners as well as arrangement of refreshment, drinking water etc.
5. Rate for Daily Rated Porter as per Order No. Admn./G/N-5/518, dated 30.09.2024, Sl 74.
6. Permanent staff members will be entitled to get T.A. & D.A. and other incidental charges as admissible under Gol rules and VBGV Office practice.
7. A discount of 10% will be given to the general buyers.
8. All the expenditures in this connection should be submitted through proper channel in prescribed format within 10 (ten) working days for re-imbusement/payment to the vendor.

Eudip Basu

Director
Visva-Bharati
Granthana Vibhaga

Ref. No. Sales/SS Colg./15

Date: 06 January 2025

प्रिन्सिपल (ग्रन्थालय, विश्वभारती)
प्रिन्सिपल (ग्रन्थालय, विश्वभारती)
Director (Publishing Dept. Visva-Bharati)

Shri Uttam Das to take necessary arrangements

Copy to :

- 1) Deputy Manager (Production)
- 2) Deputy Manager (Sales), Offg.
- 3) Accountant, VBGV
- 4) In-charge, Est., VBGV
- 4) P.A. to Director, VBGV
- 5) Cashier, VBGV
- 6) Person Concerned
- 7) Office Order File - Accounts
- 8) Office Order File - Est.