

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE

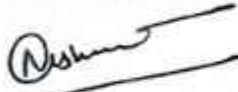
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	5,54,99,000/-

1. Certified that out of the Rs. 5,54,99,000/- of grants-in-aid sanctioned during the year **2025-26** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.4,85,62,583/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.69,36,417/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

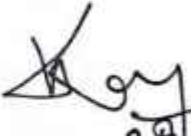
1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686



UDIN: 26538686KFMQWW3719
Date: 28-08-2026
Place: Lakhisarai


Principal
Signature with Principal
Govt. Polytechnic, Lakhisarai



Govt. Polytechnic Lakhisarai

Summary Sheet of Audit Report

Sl. No.	Session	List of Particulars	Amount (in Rs)	Remarks
1	2020-21	Annexure - G Form GFR 19A Form of Utilisation Certificate Letter no - 1014 Date - 25.03.2021	33682125.00	
2	2021-22	Annexure - G Form GFR 19A Form of Utilisation Certificate As per data received from CFMS Portal	23266400.00	
3	2022-23	Annexure - G Form GFR 19A Form of Utilisation Certificate As per data received from CFMS Portal	42634000.00	
4	2023-24	Annexure - G Form GFR 19A Form of Utilisation Certificate As per data received from CFMS Portal	60070235.00	
5	2024 -25	Annexure - G Form GFR 19A Form of Utilisation Certificate As per data received from CFMS Portal	72142850.00	


19.06.2026

Principal

Govt. Polytechnic Lakhisarai

Principal
Govt. Polytechnic, Lakhisarai



Govt. Polytechnic Lakhisarai

Budget Year Wise

Sl. NO.	Session	Allotment Received (in Rs)	Amount (in Rs) withdraw Automatic by DSTTE	Expenditure Amount (in Rs)	Balance Amount (in Rs)	Surrender Amount
1	2020-21	23088825.00	1775200.00	21046871.00	266754.00	266754.00
		800000.00	0.00	749197.00	50803.00	50803.00
		1550000.00	0.00	1549372.00	628.00	628.00
		390000.00	170000.00	188371.00	31629.00	31629.00
		7853300.00	0.00	7652847.00	200453.00	200453.00
	Grand Total	33682125.00	1945200.00	31186658.00	550267.00	550267.00
2	2021-22	21031800.00	0.00	19710010.00	1321790.00	1321790.00
		145000.00	0.00	123997.00	21003.00	21003.00
		300000.00	0.00	299869.00	131.00	131.00
		1489600.00	0.00	1489018.00	582.00	582.00
		300000.00	0.00	286291.00	13709.00	13709.00
	Grand Total	23266400.00	0.00	21909185.00	1357215.00	1357215.00
3	2022-23	30554000.00	0.00	27047778.00	3506222.00	3506222.00
		2000000.00	0.00	1967521.00	32479.00	32479.00
		800000.00	0.00	699178.00	100822.00	100822.00
		8500000.00	0.00	8498449.00	1551.00	1551.00
		780000.00	0.00	254838.00	525162.00	525162.00
	Grand Total	42634000.00	0.00	38467764.00	4166236.00	4166236.00


Principal
Govt. Polytechnic, Lakhisarai

Sl. NO.	Session	Allotment Received (in Rs)	Amount (in Rs) withdraw Automatic by DSTTE	Expenditure Amount (in Rs)	Balance Amount (in Rs)	Surrender Amount
4	2023-24	37947600.00	0.00	31118741.00	6807859.00	6807859.00
		900000.00	0.00	279403.00	620597.00	620597.00
		600000.00	0.00	599988.00	12.00	12.00
		1125000.00	0.00	1124062.00	938.00	938.00
		1719000.00	0.00	824729.00	894271.00	894271.00
	Grand Total	42291600.00	0.00	33946923.00	8323677.00	8323677.00
5	2024-25	47425040.00	0.00	45927350.00	1497690.00	1497690.00
		1420000.00	0.00	1399804.00	20196.00	20196.00
		2011000.00	0.00	1195230.00	815770.00	815770.00
		594000.00	0.00	15985.00	578015.00	578015.00
		600000.00	0.00	584733.00	15267.00	15267.00
		20092810.00	0.00	18861350.00	1231460.00	1231460.00
	Grand Total	72142850.00	0.00	67984452.00	4158398.00	4158398.00
6	2025-26	55499000.00	0.00	48562583.00	6936417.00	6936417.00
		4345000.00	0.00	4107178.00	237822.00	237822.00
		161000.00	0.00	140125.00	20875.00	20875.00
		600000.00	0.00	599190.00	810.00	810.00
		24040000.00	0.00	21780983.00	2259017.00	2259017.00
	Grand Total	84645000.00	0.00	75190059.00	9454941.00	9454941.00

[Signature]
19/06.2026

Principal

Govt. Polytechnic Lakhisarai

Principal
Govt. Polytechnic, Lakhisarai

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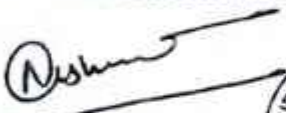
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	2,32,66,400/-

1. Certified that out of the Rs. 2,32,66,400/- of grants-in-aid sanctioned during the year **2021-22** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.2,19,09,185/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.13,57,215/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

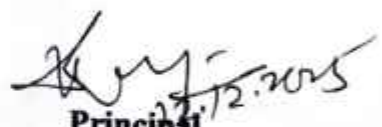
1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686



UDIN: 25538686BBIKXA5873
Date: 10-12-2025
Place: Lakhisarai


Principal
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai

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Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	6,00,70,235/-

1. Certified that out of the Rs. 6,00,70,235/- of grants-in-aid sanctioned during the year **2023-24** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs. 5,17,22,984/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs. 83,47,251/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

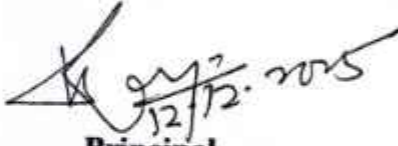
1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686



UDIN: 25538686BBIKWZ8299
Date: 10-12-2025
Place: Lakhisarai


Principal
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai

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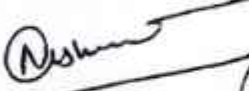
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	7,21,42,850/-

1. Certified that out of the Rs. 7,21,42,850/- of grants-in-aid sanctioned during the year **2024-25** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.6,79,84,452/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.41,58,398/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686



UDIN: 25538686BBIKWY7427
Date: 10-12-2025
Place: Lakhisarai


Principal
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai



9.2 Budget Allocation, Utilization, and Public Accounting at Institute level

Summary of current financial year's budget and actual expenditure incurred (for the institution exclusively) in the three previous financial years

The summary of current financial year's budget and actual expenditure incurred for the previous three financial years are as follows: ss

The Institution's budget allocation procedure are follows: -

1. The college budget is prepared in the first week of April every year for the ensuing academic year commencing in June. The budget preparation meeting reviews the utilization of the previous year's funds and focuses on the projected academic, administrative, and infrastructural requirements for the upcoming year.

2. The Heads of Departments and administrative offices, under the guidance of the Principal, prepare the budget based on the specific requirements of each department, covering academic activities, laboratory needs, infrastructure, and other operational necessities.

- Lab equipment
- Computers and software
- Lab consumables
- Maintenance and service
- Research and Develop
- Academic related expenses
- Printing and stationery

3. The budget is sent to the Management through Principal for approval and fund allocation.

4. Based on the approval, the principal allocates a budget to each department under various heads


Principal
Govt. Polytechnic, Lakhisarai



Office of The Principal
Government Polytechnic Lakhisarai
 (North of Vidyapeeth Chowk Lakhisarai- 81131)
 Email ID- gp.lakhi@gmail.com, Mob:-+917974888700



Total Income at Institute level: For CFY, CFYm1, CFYm2 & CFYm3

Table-1 CFY 2025-26

Total Income in 2025-26 Rs/-:- 85119000				Actual expenses in 2025-26 Rs/- 75190059			Total number of students in 2025-26 - 328
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
474000	84645000	0	0	49301898	25888161	0	229237.98

Table-2 CFYm1 2024-25

Total Income in 2024-25 Rs/-:- 72679153/-				Actual expenses in 2024-25 Rs/-:- 67984452/-			Total number of students in 2024-25- 302
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
536303	72142850	0	0	47367269	20617183	0	225114.08


Principal
 Govt. Polytechnic, Lakhisarai



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Table-3 CFYm2 2023-24

Total Income in 2023-24 Rs/-:- 60390765/-				Actual expenses in 2023-24 Rs/-:- 51722984/-			Total number of students in 2023-24:- 298
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
341530	60049235	0	0	31901914	19821070	0	173567.06

Table-4 CFYm3 2022-23

2022-23							
Total Income in 2022-23 Rs/-:- 43132430/-				Actual expenses in 2022-23 Rs/-:- 38467764/-			Total number of students in 2022-23:- 386
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
498430	42634000	0	0	27874687	10593077	0	99657.42

Note :

- Non recurring expenditure will include; not limited to; the following:
 Civil/Construction costs
 Equipment (laboratory/workshops/others)
 Capital items
- Recurring expenditure will include; not limited to; the following:
 Maintenance cost


Principal
 Govt. Polytechnic, Lakhisarai



Consumable materials

Salaries & Honorarium

Expenses on Seminar/Training Programs/Faculty development programs

Annual Events expenses

Travel expenses

Advertisement & Printing expenses

Annual Registration cost/Taxes

Travel expenses

Advertisement & Printing expenses

Annual Registration cost/Taxes

Water expenses

Power expenses

Security expenses

9.2.1 Adequacy of Budget Allocation Adequacy of Budget Allocation:

-

(The institution needs to justify that the budget allocated over the years was adequate)

Expenditures are done at institute level. Those are as follows:

Recurring expenditure (salary of faculty and staff, security etc.)

Non-recurring expenditure (purchase of instruments, maintenance etc.)

The budget allocation for institute is done by the DSTTE, Bihar based upon the requirement. Allocation of the recurring expenditure is done on the basis of the strength of the institute. The process of budget allocation and utilization of non-recurring expenditure is as follows:

1. College budget is prepared in the first week of the month of April of every year for the ensuing academic year, which starts from June. Meeting focuses on previous year Funds and Expenditure report and upcoming year requirements.
2. Heads of the Departments and Office, under the guidance of the Principal, will prepare the budget according to the requirements of each and every department, covering all necessary expenditures for academic, administrative, laboratory, maintenance, and other institutional activities.


Principal
Govt. Polytechnic, Lakhisarai



Lab equipment

Computers and software
 Lab consumables
 Maintenance and service
 Research and Develop
 Academic related expenses
 Printing and stationery

3. The budget is sent to the Management through Principal for approval and fund allocation.
4. Based on the approval, the Principal allocates a budget to each department under various heads.

9.2.2 Utilization of allocated funds

(The institution needs to state how the budget was utilized during the last three years)

Expenditure/utilization details of previous financial years are as follows.

Expenditure/utilization details of previous financial years are as follows.

Table-1 CFY 2025-26

Total Income in 2025-26 Rs/-:-				Actual expenses in 2025-26 Rs/-			Total number of students in 2025-26
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-


Principal
 Govt. Polytechnic, Lakhisarai



Office of The Principal
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Table-2 CFYm1 2024-25

Total Income in 2024-25 Rs/-:- 72679153/-				Actual expenses in 2024-25 Rs/-:- 67984452/-			Total number of students in 2024-25- 302
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
536303	72142850	0	0	47367269	20617183	0	225114.08

Table-3 CFYm2 2023-24

Total Income in 2023-24 Rs/-:- 60390765/-				Actual expenses in 2023-24 Rs/-:- 51722984/-			Total number of students in 2023-24:- 298
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
341530	60049235	0	0	31901914	19821070	0	173567.06

Table-4 CFYm3 2022-23

2022-23							
Total Income in 2022-23 Rs/-:- 43132430/-				Actual expenses in 2022-23 Rs/-:- 38467764/-			Total number of students in 2022-23:- 386
Fee	Govt.	Grant(s)	Other sources (specify)	Recurring including salaries	Non-recurring	Special Project s/ Any other specify	Expenses per student Rs/-
498430	42634000	0	0	27874687	10593077	0	99657.42

[Signature]
Principal
 Govt. Polytechnic, Lakhisarai

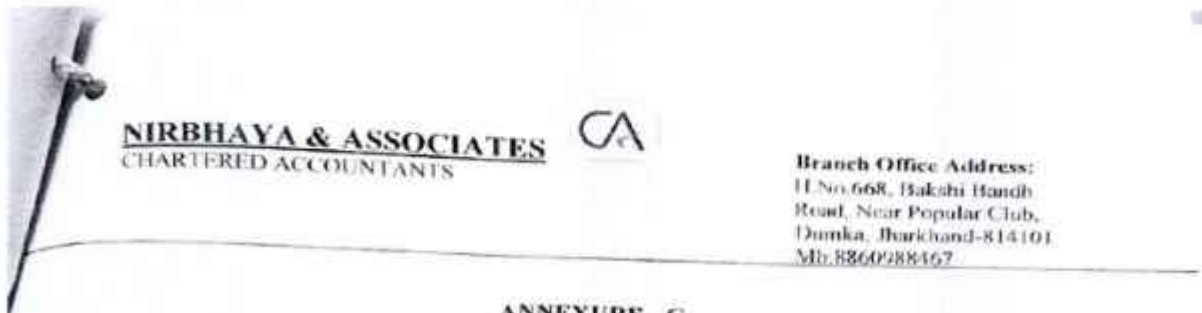


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9.2.3 Availability of the audited statements on the institute's website:-

Financial expenditure is done on regular basis. All the audit report is uploaded on the website of the institute. The sample of audit report is shown below.



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Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	7,21,42,850/-

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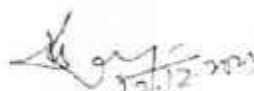
Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686

UDIN: 25538686BBIKWY7427
 Date: 10-12-2025
 Place: Lakhisarai


Principal
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai

Head Office: 204, SAGAR PLAZA, LAXMINAGAR, NEW DELHI 110092
 Tel: 011-22053407 Fax: 011-43073139, Email: info@canirbhaya.com, Website: www.canirbhaya.com


Principal
Govt. Polytechnic, Lakhisarai



Office of The Principal
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 (North of Vidyapeeth Chowk Lakhisarai- 81131)
 Email ID- gp.lakhi@gmail.com, Mob: +917974888700



NIRBHAYA & ASSOCIATES
 CHARTERED ACCOUNTANTS



Branch Office Address:
 H.No. 668, Bakshi Bandy
 Road, Near Popular Club,
 Dumka, Jharkhand-814101
 Mb: 8860988467

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Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	6,00,70,235/-

1. Certified that out of the Rs. 6,00,70,235/- of grants-in-aid sanctioned during the year 2023-24 in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs. 5,17,22,984/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs. 83,47,251/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
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Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
 Chartered Accountants

(Kumar Nishikant)
 Partner
 M.No. 538686

UDIN: 25538686BBIKWZ8299
 Date: 10-12-2025
 Place: Lakhisarai

K. Nishikant
 Principal
 Signature with seal
 Principal
 Govt. Polytechnic, Lakhisarai

Head Office: 204, SAGAR PLAZA, LAXMINAGAR, NEW DELHI 110092
 Tel: 011-22053407 Fax: 011-43073139, Email: info@canirbhaya.com, Website: www.canirbhaya.com

K. Nishikant
 Principal
 Govt. Polytechnic, Lakhisarai



Office of The Principal
Government Polytechnic Lakhisarai
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Email ID- gp.lakhi@gmail.com, Mob:-+917974888700



बिहार सरकार

NIRBHAYA & ASSOCIATES
CHARTERED ACCOUNTANTS



Branch Office Address:
H.No.668, Bakshi Bandh
Road, Near Popular Club,
Dumka, Jharkhand-814101
Mb.8860988467

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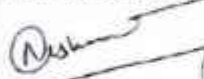
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	4,26,34,000/-

1. Certified that out of the Rs. 4,26,34,000/- of grants-in-aid sanctioned during the year 2022-23 in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.3,84,67,764/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.41,66,236/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner

M.No. 538686

UDIN: 24538686BKBOP01561

Date: 16-01-2024

Place: Lakhisarai


Principal 6.01.2024
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai

Head Office: 204, SAGAR PLAZA, LAXMINAGAR, NEW DELHI 110092
Tel: 011-22053407 Fax: 011-43073139, Email: info@nirbhaya.com, Website: www.caanirbhaya.com


Principal
Govt. Polytechnic, Lakhisarai



Office of The Principal
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NIRBHAYA & ASSOCIATES
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Branch Office Address:
 H.No.668, Bakshi Bandh
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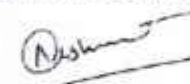
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	2,32,66,400/-

1. Certified that out of the Rs. 2,32,66,400/- of grants-in-aid sanctioned during the year 2021-22 in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.2,19,09,185/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.13,57,215/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

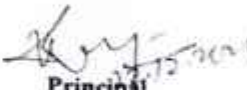
For NIRBHAYA & ASSOCIATES
Chartered Accountants


 (Kumar Nishikant)
 Partner
 M.No. 538686

UDIN: 25538686BBIKXA5873

Date: 10-12-2025

Place: Lakhisarai


 Principal
 Signature with seal
 Principal
 Govt. Polytechnic, Lakhisarai.

Head Office: 204, SAGAR PLAZA, LAXMINAGAR, NEW DELHI 110092
 Tel: 011-22953407 Fax: 011-43073139, Email: info@canirbhaya.com, Website: www.canirbhaya.com


 Principal
 Govt. Polytechnic, Lakhisarai



Office of The Principal
Government Polytechnic Lakhisarai
 (North of Vidyapeeth Chowk Lakhisarai- 81131)
 Email ID- gp.lakhi@gmail.com, Mob:-+917974888700



9.3 Department Specific Budget Allocation, Utilization

For Civil Engg Department

Table-1 CFY 2025-26

Total Budget- 14384600		Actual expenditure (till...)- 10658657	
Non Recurring	Recurring	Non Recurring	Recurring
4315380	10069220	3197598	7461059

Table-2 CFYm1 2024-25

Total Budget- 14428570		Actual expenditure (till...)- 13596891	
Non Recurring	Recurring	Non Recurring	Recurring
4328571	10099999	4079068	9517823

Table- CFYm2 2023-24

Total Budget- 12009847		Actual expenditure (till...)- 10344597	
Non Recurring	Recurring	Non Recurring	Recurring
4803939	7205908	4137839	6206758

Table- CFYm3 2022-23

Total Budget- 8526800		Actual expenditure (till...)- 7693553	
Non Recurring	Recurring	Non Recurring	Recurring
2387504	6139296	2154195	5539358


Principal
 Govt. Polytechnic, Lakhisarai



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Government Polytechnic Lakhisarai
 (North of Vidyapeeth Chowk Lakhisarai- 81131)
 Email ID- gp.lakhi@gmail.com, Mob:-+917974888700



For Mechanical Engg. Deapartment

Table-1 CFY 2025-26

Total Budget- 25173050		Actual expenditure (till...)- 18652650	
Non Recurring	Recurring	Non Recurring	Recurring
7551915	17621135	5595795	13056855

Table-2 CFYm1 2024-25

Total Budget- 25249997		Actual expenditure (till...)- 23794558	
Non Recurring	Recurring	Non Recurring	Recurring
7574999	17674998	7138367	16656191

Table- CFYm2 2023-24

Total Budget- 21017233		Actual expenditure (till...)- 18103044	
Non Recurring	Recurring	Non Recurring	Recurring
8406894	12610339	7241217	10861827

Table- CFYm3 2022-23

Total Budget- 14921900		Actual expenditure (till...)- 13463717	
Non Recurring	Recurring	Non Recurring	Recurring
4178132	10743768	3769841	9693876


Principal
 Govt. Polytechnic, Lakhisarai



Office of The Principal
Government Polytechnic Lakhisarai
(North of Vidyapeeth Chowk Lakhisarai- 81131)
Email ID- gp.lakhi@gmail.com, Mob:-+917974888700



For Electrical Engg. Department

Table-1 CFY 2025-26

Total Budget- 10788450		Actual expenditure (till...)- 7993993	
Non Recurring	Recurring	Non Recurring	Recurring
3236535	7551915	2398198	5595795

Table-2 CFYm1 2024-25

Total Budget- 10821428		Actual expenditure (till...)- 10197668	
Non Recurring	Recurring	Non Recurring	Recurring
3246429	7574999	3059301	7138367

Table- CFYm2 2023-24

Total Budget- 9007385		Actual expenditure (till...)- 7758448	
Non Recurring	Recurring	Non Recurring	Recurring
3602954	5404431	3103380	4655068

Table- CFYm3 2022-23

Total Budget- 6395100		Actual expenditure (till...)- 5770165	
Non Recurring	Recurring	Non Recurring	Recurring
1790628	4604472	1615647	4154518


Principal
Govt. Polytechnic, Lakhisarai



9.3.1 Adequacy of Budget Allocation

(In this section, the institution needs to justify that the budget allocated over the assessment years was adequate)

Budget requirements are collected from all departments and sections prior to the commencement of the financial year. Allocations are made based on the availability of funds, and expenditure is closely monitored to ensure judicious utilization. Supplementary allocations are provided in special or emergent cases. The institution systematically reviews and controls expenses so that essential needs are met without disrupting the smooth functioning of the institute. This efficient financial management practice over the past several years has ensured that the institution has never faced any major budgetary constraints affecting its operations.

9.3.2 Utilization of allocated funds

(In this section, the institution needs to state how the budget was utilized during the last three assessment years)

Sl No.	Financial Year (Rs)	Budget Proposed (Rs)	Budget Sanctioned (Rs)	Actual Expenditure (Rs)	Utilization(%)
1	2025-26	80917000	71923000	53293286(Till Date-26.01.2026)	74.09(Till Date-26.01.2026)
2	2024-25	79498310	72142850	67984452	94.23
3	2023-24	64349635	60049235	51722984	86.13
4	2022-23	51778980	42634000	38467764	90.22

Funds are allocated by the Management. Department Heads/Section-in-charges are intimated of the extent of funds allocated against their budget proposals. Major works like construction, upgradation and renovation are executed by the Management. Procurement and maintenance of common utilities, housekeeping services, procurement of furniture, laboratory equipment, books and journals, computers, etc. are managed centrally. Proposals for procurement of laboratory equipment, up-gradation of existing laboratory facilities and purchase of consumables are initiated by the respective departments, and the funds are released on a case-by-case basis.

Principal

Government Polytechnic Lakhisarai

Principal
Govt. Polytechnic, Lakhisarai

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE

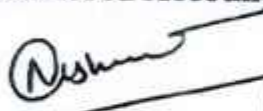
Sr. No.	Sanction Letter No. and Date	Amount
01	As per data received from CFMS portal	4,26,34,000/-

1. Certified that out of the Rs. 4,26,34,000/- of grants-in-aid sanctioned during the year **2022-23** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.3,84,67,764/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.41,66,236/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686



UDIN: 24538686BKBOP01561
Date: 16-01-2024
Place: Lakhisarai


Principal 16-01-2024
Signature with seal
Principal
Govt. Polytechnic, Lakhisarai



NIRBHAYA & ASSOCIATES

CHARTERED ACCOUNTANTS

E-mail : canishikant18@gmail.com, nishikant@canirbhaya.com

Mob. : 8860988467, 7982590

Branch Office Address :
H.No.- 86, Satsang Nagar
Near Nand Valika
Gadda (Jharkhand)- 814133

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE		
Sr. No.	Sanction Letter No. and Date	Amount
01	Letter No.1014 Dated 25.03.2021.	3,36,82,125/-

1. Certified that out of the Rs.3,36,82,125/- of grants-in-aid sanctioned during the year 2020-21 in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No. given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs.3,31,31,858/- has been utilized for the purpose for which it was sanctioned and that the balance of Rs.5,50,267/- remaining unutilized at the end of the year has been surrendered to the Government of Bihar (via CFMS portal-auto surrender process).
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants

(Kumar Nishikant)
Partner
M.No. 538686

Date: 12-04-2021
Place: Lakhisarai


Principal
Signature with seal

Principal
Govt. Polytechnic, Lakhisarai

Head Office : 204, Sagar Palaza, District Centre, Laxmi Nagar, New Delhi- 110092
Tel : 011-22053407, Fax : 011-43073139, E-mail : info@canirbhaya.com, Website : www.canirbhaya.com

NEW DELHI ★ BIHAR ★ JHARKHAND ★ ROORKEE ★ LUCKN



NIRBHAYA & ASSOCIATES

CHARTERED ACCOUNTANTS

E-mail : canishikant18@gmail.com, nishikant@canirbhaya.com

Mob. : 8860988467, 7982590690

Branch Office Address :

H.No.- 86, Satsang Nagar

Near Nand Vatika

Godda (Jharkhand)- 814133

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE

Sr. No.	Sanction Letter No. and Date	Amount
01	529/11.02.2019.	2,50,000/-

1. Certified that out of the Rs.2,50,000/- of grants-in-aid sanctioned during the year **2018-19** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No.given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs. 2,47,980/-has been utilized for the purpose for which it was sanctioned and that the balance of Rs.2,020/-remaining unutilized at the end of the year has been surrendered to the Government, will be adjusted towards the Grant-in-aid payable during the next year 2019-20.
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES

Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686


Principal
Signature with seal

Date: 17-10-2019

Place: Lakhisarai

Head Office : 204, Sagar Palaza, District Centre, Laxmi Nagar, New Delhi- 110092
Tel : 011-22053407, Fax : 011-43073139, E-mail : info@canirbhaya.com, Website : www.canirbhaya.com

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JHARKHAND



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NIRBHAYA & ASSOCIATES

CHARTERED ACCOUNTANTS

E-mail : canishikant18@gmail.com, nishikant@canirbhaya.com

Mob. : 8860988467, 7982590690

Branch Office Address :
H.No.- 86, Satsang Nagar
Near Nand Vatika
Godda (Jharkhand)- 814133

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE

Sr. No.	Sanction Letter No. and Date	Amount
01	529/11.02.2019.	1,21,83,000/-

1. Certified that out of the Rs.1,21,83,000/- of grants-in-aid sanctioned during the year **2018-19** in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No.given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs. 1,20,13,227/-has been utilized for the purpose for which it was sanctioned and that the balance of Rs.1,69,773/- remaining unutilized at the end of the year has been surrendered to the Government, will be adjusted towards the Grant-in-aid payable during the next year 2019-20.
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants

(Kumar Nishikant)
Partner
M.No. 538686



Date: 17-10-2019
Place: Lakhisarai

Principal
Signature with seal

Head Office : 204, Sagar Palaza, District Centre, Laxmi Nagar, New Delhi- 110092
Tel : 011-22053407, Fax : 011-43073139, E-mail : info@canirbhaya.com, Website : www.canirbhaya.com

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LUCKNOW



NIRBHAYA & ASSOCIATES

CHARTERED ACCOUNTANTS

E-mail : canishikant18@gmail.com, nishikant@canirbhaya.com

Mob. : 8860988467, 7982590690

Branch Office Address :
H.No.- 86, Satsang Nagar
Near Nand Vatika
Godda (Jharkhand)- 814133

ANNEXURE - G

FORM GFR 19 A

FORM OF UTILISATION CERTIFICATE

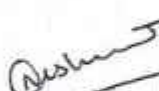
Sr. No.	Sanction Letter No. and Date	Amount
01	13/2016-03/24.05.2017.	82,50,000/-

1. Certified that out of the Rs.82,50,000/- of grants-in-aid sanctioned during the year 2017-18 in favour of Principal, Govt. Polytechnic, Lakhisarai under this Ministry/Department Letter No.given in the margin and Rs. NIL on a account of unspent balance of previous year, a sum of Rs. 79,03,723/-has been utilized for the purpose for which it was sanctioned and that the balance of Rs.3,46,277/- remaining unutilized at the end of the year has been surrendered to the Government, will be adjusted towards the Grant-in-aid payable during the next year 2018-19.
2. Certified that I have satisfied myself that the conditions on which grants-in-aid sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Checking of Bills and Vouchers
2. Payment Slip

For NIRBHAYA & ASSOCIATES
Chartered Accountants


(Kumar Nishikant)
Partner
M.No. 538686




Principal
Signature with seal

प्राचार्य
राजकीय पोलिटेक्निक, लखीसराय

Date: 17-10-2019
Place: Lakhisarai

Head Office : 204, Sagar Palaza, District Centre, Laxmi Nagar, New Delhi- 110092
Tel : 011-22053407, Fax : 011-43073139, E-mail : info@canirbhaya.com, Website : www.canirbhaya.com

NEW DELHI

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JHARKHAND

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ROORKEE

★

LUCKNOW

**Budget Request
from Lab
Incharge for
2023-24**

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for CAD Lab for the financial year 2023-24.

Regards

The budget requirement for the establishment/maintaining of CAD lab for the financial year 2023-24 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Desktop Computer(Intel HP Core i7 ,RAM 16 GB, SSD Capacity- 1 TB)	-----	2500000	2500000
		Grand Total		2500000/-

You are requested to obtain the approval from the Principal, G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

Chittaranjan Kumar

Name of the Lab-In-Charge

Ch
04/04/2023

Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Budget Request

from Lab

Incharge for

2022-23

Date:

To
The HOD,
ME Dept., G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for CAD Lab for the financial year 2022-23.

Regards

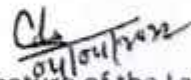
The budget requirement for the establishment/maintaining of CAD lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Desktop Computer(Intel HP Core i7 ,RAM 16 GB, SSD Capacity- 1 TB)	-----	2500000	2500000
		Grand Total		2500000/-

You are requested to obtain the approval from the Principal, G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

CHITTARANJAN KUMAR
Name of the Lab-In-Charge


Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for Measurements & Metrology lab for the financial year 2022-23,
Regards

The budget requirement for the establishment/maintaining of Measurements & Metrology lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Slip Gauge complete Set	-----	25000	25000
	(a) Vernier Calliper 300mm	-----	6000	6000
	(b) Vernier Calliper 200mm	-----	5000	5000
	(c) Vernier Calliper 150mm	-----	4000	4000
	(d) Inside Vernier Calliper 150mm	-----	8000	8000
	(e) Vernier Calliper (digital)	-----	10000	10000
	(f) Vernier Caliper (dial)	-----	10000	10000
	(h) Screw vernier Caliper	-----	10000	10000
2.	(a) Micrometer Outside 0-25mm	-----	6000	6000
	(b) Micrometer Outside 25-50mm	-----	8000	8000
	(c) Micrometer Outside 50-75mm	-----	9000	9000
	(d) Micrometer Outside 75 -100mm	-----	11000	11000
	(e) Inside Micrometer 25mm	-----	11000	11000
	(f) Inside Micrometer 50mm	-----	8000	8000
3.	Sine Bar complete Set	-----	25000	25000
4.	Vernier Bevel Protector	-----	12000	12000
5.	Straight Edge	-----	25000	25000
6.	Gauge Sets (Radius, Thread)	-----	12000	12000
7.	Thread Plug Gauges (set of 5)	-----	15000	15000
8.	Plain Plug Gauges (Set of 5)	-----	12000	12000


Principal
Govt. Polytechnic, Lakhisarai

9.	Taper Plug Gauges (Set of 5)	-----	10000	10000
10.	Thread Micrometer	-----	10000	10000
11.	Autocollimator	-----	50000	50000
12.	Profile Projector Surface Plate 24" x 24"	-----	50000	50000
13.	FLOATING CARRIAGE MICROMETER Work piece 16.20mm : Prism :2 nos Method : Two wire method	-----	25000	25000
14.	Magnetic Dial Indicator with Dial Gauge	-----	10000	10000
		Grand Total		387000/-

You are requested to obtain the approval from the Principal , G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

Chittaranjan Kumar
Name of the Lab-In-Charge

Ch
04/04/2022
Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date: .

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for R.A.C. Lab for the financial year 2022-23,

Regards

The budget requirement for the establishment/maintaining of R.A.C. lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Ice Plant Test Rig	-----	130000	130000
		Grand Total		130000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

MANJIT KUMAR
Name of the Lab-In-Charge

Manjit Kumar
Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for Material Testing lab for the financial year 2022-23,

Regards

The budget requirement for the establishment/maintaining of Material Testing lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Automatic Mild Steel Compression Testing Machine	-----	500000	500000
2.	Digital Rockwell Hardness Testing Machine	-----	130000	150000
3.	Universal Testing Machine	-----	500000	500000
		Grand Total		1150000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

MANJIT KUMAR
Name of the Lab-In-Charge

Manjit Kumar
Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for Manufacturing Engg. Lab for the financial year 2022-23,
Regards

The budget requirement for the establishment/maintaining of Manufacturing Engg. lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Bench Drilling Machine	-----	100000	100000
2.	Horizontal Surface Grinding Machine	-----	400000	400000
		Grand Total		500000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

SURAJ KUMAR
Name of the Lab-In-Charge

Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,
Sub: Request for budget allocation for FM & M Lab for the financial year 2022-23,
Regards

The budget requirement for the establishment/maintaining of FM & M lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Kaplan Turbine Test Rig.	-----	450000	450000
		Grand Total		450000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

NANJIT KUMAR
Name of the Lab-In-Charge

Mouli Kumar
Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept., G.P. Lakhisarai

Requested Sir,
Sub: Request for budget allocation for Thermal Engineering - I Lab for the financial year 2022-23,
Regards

The budget requirement for the establishment/maintaining of Thermal Engineering - I lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	FLASH AND FIRE POINT APPARATUS	-----	125000	125000
2.	SAYBOLT VISCOMETER	-----	125000	125000
3.	JUNKER'S GAS CALORIMETER	-----	125000	125000
4.	CARBON RESIDUE TEST USING CONRADSON'S APPARATUS	-----	125000	125000
5.	PORT TIMING DIAGRAM OF PETROL ENGINE	-----	125000	125000
6.	PORT TIMING DIAGRAM OF DIESEL ENGINE	-----	125000	125000
7.	VAPOUR COMPRESSION REFRIGERATION TEST RIG	-----	150000	150000
8.	HEAT TRASNFER THROUGH COMPOSITE WALL	-----	125000	125000
		Grand Total		1025000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

HANJIT KUMAR
Name of the Lab-In-Charge
Chittaranjan Kumar

Monjit Kumar
Signature of the Lab-In-Charge
04/04/2022


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for (COE) Electrical Vehicles Lab for the financial year 2022-23,
Regards

The budget requirement for the establishment/maintaining of (COE) Electrical Vehicles lab for the financial year 2022-23 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Consumables		2500000	2500000
		Grand Total		2500000

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed consumables.

Thanking You Sir

Chittaranjan Kumar

Name of the Lab-In-Charge

Ch
05/04/2022

Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Budget Request
from Lab
Incharge for
2020-21

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,
Sub: Request for budget allocation for Manufacturing Engg. Lab for the financial year
2020-21,
Regards

The budget requirement for the establishment/maintaining of Manufacturing Engg. lab
for the financial year 2020-21 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Lathe Machine(2 pcs)	-----	1000000	1000000
2.	Shaper Machine	-----	500000	500000
3.	Power Hacksaw	-----	100000	100000
4.	CNC Lathe M/C	-----	700000	700000
		Grand Total		2300000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of
the listed Non-consumables.

Thanking You Sir

MANJIT KUMAR
Name of the Lab-In-Charge

Manjit Kumar
Signature of the Lab-In-Charge
01/04/2020


Principal
Govt. Polytechnic, Lakhisarai

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for FM & M Lab for the financial year 2020-21,
Regards

The budget requirement for the establishment/maintaining of FM & M lab for the financial year 2020-21 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Pelton Turbine Test Rig.	-----	350000	350000
		Grand Total		350000/-

You are requested to obtain the approval from the Principal ,G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

HANJIT KUMAR
Name of the Lab-In-Charge

Hanjit Kumar
Signature of the Lab-In-Charge


Principal
Govt. Polytechnic, Lakhisarai

Date:

To
The HOD,
ME Dept. , G.P. Lakhisarai

Requested Sir,

Sub: Request for budget allocation for Engineering Mechanics Lab for the financial year 2020-21,
Regards

The budget requirement for the establishment/maintaining of Engineering Mechanics lab for the financial year 2020-21 is as follows:

S.No.	Name of the item	Proposed Budget(Rs.)		
		Recurring	Non-Recurring	Total
1.	Compound Pendulum	-----	10000	10000
2.	Jib Crane	-----	20000	20000
3.	Screw Jack	-----	10000	10000
4.	Moment of Inertia of Flywheel	-----	10000	10000
5.	Triangle & Parallelogram of forces Apparatus	-----	20000	20000
6.	Universal Force Table (slotted weights & pulleys)	-----	20000	20000
7.	Deflection of Beam Apparatus (With Weights)	-----	20000	20000
8.	Friction Slide Apparatus	-----	20000	20000
		Grand Total		130000/-

You are requested to obtain the approval from the principal, G.P. Lakhisarai for the purchase of the listed Non-consumables.

Thanking You Sir

Moujit Kumar
Name of the Lab-In-Charge

Moujit Kumar
Signature of the Lab-In-Charge

[Signature]
Principal
Govt. Polytechnic, Lakhisarai

Budget Request
from HOD to
Principal for
2023-24

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date:

To
The Principal,
Government Polytechnic, Lakhisarai

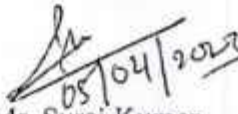
Dear Sir,

Sub: Request for budget allocation for Mechanical Dept. for the financial year 2023-24,

In view of the budget allocation requirement to be proposed by the respective departments (For the year 2023-24), we are forwarding the Mechanical Department requirements to you for your kind information. The total budget amount required for Mechanical Department for the academic year 2023-24 is Rs.2600000 (Twenty six Lacs only).

Copies of requirement of each lab details are attached to this document.

Thanking You,


05/04/2023
Mr. Suraj Kumar

HOD, Mechanical Dept.

Copy to:

1. Executive Director for Information.

Enclosure:

1. Annexure-1 (All Mechanical Department Lab Requirement Details)


Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

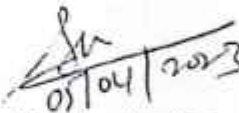
Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2023-24

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	2500000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	50000
5	Training & Travel	25000
6	Miscellaneous expenses for academic activities	25000
Grand Total		2600000/-

*Details are closed

- 1.
- 2.
- 3.


05/04/2023
HOD, Mechanical Dept.


Principal
Govt. Polytechnic, Lakhisarai

Budget Request
from HOD to
Principal for
2022-23

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date: 10/03/2022

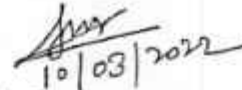
To
The Principal,
Government Polytechnic, Lakhisarai

Dear Sir,

Sub: Request for budget allocation for Mechanical Dept. for the financial year 2022-23,

In view of the budget allocation requirement to be proposed by the respective departments (For the year 2022-23), we are forwarding the Mechanical Department requirements to you for your kind information. The total budget amount required for Mechanical Department for the academic year 2022-23 is Rs.6217000 (Sixty two Lacs Seventeen Thousands). Copies of requirement of each lab details are attached to this document.

Thanking You,



Mr. Suraj Kumar

HOD, Mechanical Dept.

Copy to:

1. Executive Director for Information.

Enclosure:

1. Annexure-1 (All Mechanical Department Lab Requirement Details)



Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

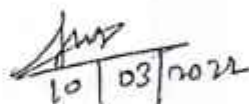
Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2022-23

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	6142000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	35000
5	Training & Travel	25000
6	Miscellaneous expenses for academic activities	15000
Grand Total		6217000/-

*Details are closed

1. Mandit Kumar
2. Chittarajan Kumar
- 3.


10/03/2022

HOD, Mechanical Dept.


Principal
Govt. Polytechnic, Lakhisarai

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Budget Request

from HOD to

Principal for

2020-21

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date: 10/03/2020

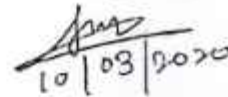
To
The Principal,
Government Polytechnic, Lakhisarai

Dear Sir,

Sub: Request for budget allocation for Mechanical Dept. for the financial year 2020-21,

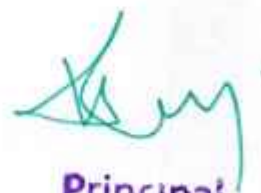
In view of the budget allocation requirement to be proposed by the respective departments (For the year 2020-21), we are forwarding the Mechanical Department requirements to you for your kind information. The total budget amount required for Mechanical Department for the academic year 2020-21 is Rs.2840000 (Twenty Eight Lacs Fourty Thousands). Copies of requirement of each lab details are attached to this document.

Thanking You,



Mr. Suraj Kumar

HOD, Mechanical Dept.



Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

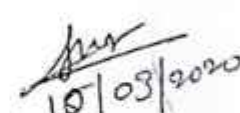
Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2020-21

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	2780000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	30000
5	Training & Travel	20000
6	Miscellaneous expenses for academic activities	10000
Grand Total		2840000/-

*Details are closed

1. Manjit Kumar -
2. Chittaranjan Kumar
- 3.


10/03/2020
HOD, Mechanical Dept.


Principal
Govt. Polytechnic, Lakhisarai

Budget
Allocation
Letter from
Principal

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date: 30.04.2023

To
The Head of the Department Mechanical
Government Polytechnic, Lakhisarai

Subject: Budget Allocation Mechanical Dept. 2023-24 Reg.

As per the budget requirement received from your department vide letter reference No. GPLKR/ME/BUDGET/2023-24 dated on 30/04/2023 for the academic year 2023-24. It is inform to that Rs. 2600000 (Twenty six Lacs only) has been allocated for the department of Mechanical for the Year 2023-24.


PRINCIPAL 30.04.2023

Govt. Poly. Lakhisarai



Principal
Govt. Polytechnic Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2023-24

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	2500000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	50000
5	Training & Travel	25000
6	Miscellaneous expenses for academic activities	25000
Grand Total		2600000/-


30.04.2023


Principal
Govt. Polytechnic, Lakhisarai

1
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Budget Allocation Letter from Principal

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date: 10.04.2020

To
The Head of the Department Mechanical
Government Polytechnic, Lakhisarai

Subject: Budget Allocation Mechanical Dept. 2020-21 Reg.

As per the budget requirement received from your department vide letter reference No. GPLKR/ME/BUDGET/2020-21 dated on 15/03/2020 for the academic year 2020-21. It is inform to that Rs.2840000 (Twenty Eight Lacs Fourty Thousands Only) has been allocated for the department of Mechanical for the Year 2020-21.


PRINCIPAL 10.04.2020

Govt. Poly. Lakhisarai


Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2020-21

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	2780000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	30000
5	Training & Travel	20000
6	Miscellaneous expenses for academic activities	10000
Grand Total		2840000/-


10.04.2020


Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

Date: 08.04.2022

To
The Head of the Department Mechanical
Government Polytechnic, Lakhisarai

Subject: Budget Allocation Mechanical Dept. 2022-23 Reg.

As per the budget requirement received from your department vide letter reference No. GPLKR/ME/BUDGET/2022-23 dated on 15/03/2022 for the academic year 2022-23. It is inform to that Rs.6217000 (Sixty two Lacs Seventeen Thousands only) has been allocated for the department of Mechanical for the Year 2022-23.


PRINCIPAL 08.04.2022

Govt. Poly. Lakhisarai

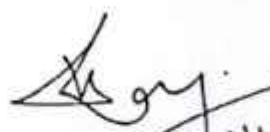

Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

Department of Mechanical Engineering

BUDGET PROPOSAL FOR THE ACADEMIC YEAR 2022-23

S. No.	ITEMS	Amount
1	Laboratory Equipment (Non-Recurring)	6142000
2	Laboratory Consumable	0
3	R & D	0
4	Maintenance & Spares	35000
5	Training & Travel	25000
6	Miscellaneous expenses for academic activities	15000
Grand Total		6217000/-


08.04.2022


Principal
Govt. Polytechnic, Lakhisarai

GOVERNMENT POLYTECHNIC, LAKHISARAI

DECENTRALIZATION OF FINANCIAL POWER

1. Institutional Position

Government Polytechnic, Lakhisarai is a Government organization. The financial powers of the institution are vested with the Principal, who acts as the competent financial authority in accordance with the applicable Government rules, financial regulations and departmental orders. The Heads of Departments (HODs) and other functionaries do not exercise independent financial sanction or purchase powers.

2. System of Decentralized Financial Participation

Although the financial sanctioning and purchasing authority rests with the Principal, the institution follows a participative and transparent system in which different functionaries/committees are involved at different stages of the procurement and payment process. This provides functional decentralization, checks and balances, technical participation and accountability without transferring the statutory financial powers of the Principal.

Stage	Responsible Person / Committee	Role / Responsibility	Final Authority
1. Requirement Identification	HOD / Concerned In-charge	Identify need, prepare and submit requirement/specification to the Principal.	Principal
2. Administrative / Financial Decision	Principal	Examine requirement, availability of funds and applicable rules; take decision/sanction as competent authority.	Principal
3. Procurement Process	Purchase Committee constituted by Principal	Examine requirements, obtain/evaluate quotations/bids as applicable, compare offers and submit recommendation.	Principal
4. Purchase Order	Principal	Consider recommendation of Purchase Committee and issue purchase order to selected supplier.	Principal
5. Receipt & Inspection	Inspection Committee constituted by Principal	Verify quantity, quality, specification, condition and conformity with purchase order; submit inspection/recommendation.	Principal
6. Payment	Accounts / concerned dealing section	Process bill and supporting documents after satisfactory inspection and recommendation, as per rules.	Principal

3. Procurement & Payment Flow

HOD / Concerned Section → Requirement Submitted → Principal → Purchase Committee → Recommendation → Principal → Purchase Order → Supplier Delivery → Inspection Committee → Quality & Specification Verification → Recommendation for Payment → Payment processed as per rules → Principal / Competent Authority


Principal
Govt. Polytechnic, Lakhisarai

4. Sample Office Order – Constitution of Purchase Committee

OFFICE ORDER

Order No.: _____

Date: ____/____/2026

Subject: Constitution of Purchase Committee for procurement of goods/services for the institution.

In order to ensure transparency, technical scrutiny, fair evaluation and compliance with applicable Government financial/procurement rules, the following Purchase Committee is hereby constituted by the Principal for assisting in the procurement process:

Sl. No.	Name / Designation	Role in Committee	Signature
1			
2			
3			
4			

The Committee shall examine the requirement and procurement documents and submit its recommendation to the Principal. The Committee does not exercise independent financial sanctioning or purchase-order issuing powers. The final decision and issue of purchase order shall rest with the Principal, subject to applicable rules.

Principal
Government Polytechnic, Lakhisarai

5. Sample Office Order – Constitution of Inspection Committee

OFFICE ORDER

Order No.: _____

Date: ____/____/2026

Subject: Constitution of Inspection Committee for verification of supplied items.

After delivery of goods/materials against an approved purchase order, the following Inspection Committee is constituted to verify the quantity, quality, specifications, condition and conformity of the supplied items with the purchase order and related documents:

Sl. No.	Name / Designation	Role in Committee	Signature
1			
2			
3			
4			

The Committee shall submit an inspection report/recommendation after physical verification. Payment shall be processed only after satisfactory receipt and inspection, subject to the applicable financial rules and approval of the competent authority. The Inspection Committee does not possess independent financial sanctioning power.

Principal
Government Polytechnic, Lakhisarai


Principal
Govt. Polytechnic, Lakhisarai

6. Evidence to Demonstrate the System

- Government / Department orders establishing the financial powers of the Principal.
- Requirement/requisition submitted by the concerned HOD/section.
- Order constituting the Purchase Committee.
- Purchase Committee proceedings / comparative statement / recommendation.
- Principal's approval/sanction and purchase order.
- Delivery challan / invoice and receipt record.
- Order constituting the Inspection Committee.
- Inspection report certifying quality, quantity and specification.
- Recommendation for payment and bill/voucher.
- Payment record and stock/asset register entry, wherever applicable.


02.07.2023

Principal

Principal

Govt Polytechnic, Lakhisarai
Government Polytechnic, Lakhisarai