

UNIVERSITY OF KALYANI



Terms & Conditions for Allotment of Facilities at the IASE Guest House, University of Kalyani, Kalyani, Nadia

1. The IASE Guest House would be used exclusively for the academic purpose of the University & its affiliated colleges, Study Centres and also for other Universities, educational institutions, several Govt. /Govt. undertakings/Autonomous Bodies and for the academician, educationalist, renowned person, Teachers, officers, Research Students of other Institutes/Universities/ Government Organizations/ Private Organisations, dignitaries of several funding agencies of the University who will be coming on official visit.
2. Appeal for allotment of rooms for private use or for non-academic activities will not be entertained.
3. Allotment of rooms duly recommended in the IASE Guest House shall be on first come first serve basis. However, preference will be given for the guests of the University of Kalyani.
4. Allotment of rooms in case of Private Organisation can be treated as cancelled if required for University or for VIP in exigency.
5. To avoid inconvenience, request for allotment of accommodation should be sent at least ten days in advance.
6. Confirmation of accommodation can be enquired from the office of the Registrar on any working day between 11 am to 4 pm.
7. No verbal or telephonic request for allotment of rooms in the International Guest House will be entertained.
8. Check out time is 12 noon.
9. The user should take prior permission from the appropriate authority for use of the Guest House before issuance of notification/ letter to the guests.
10. Any type of display of poster, banner and publicity material inside and outside the building of the IASE Guest House will not be permitted.
11. Liquor/ smoking is strictly prohibited in the Guest House premises.
12. Pets are not allowed in the Guest House.
13. No external caterer, excepting the one engaged by the University will be allowed to serve any food/ refreshment inside the premises of the Guest House.
14. Use of sound box, microphone or audio system in the Guest House will not be permitted.
15. A list mentioning clearly the name, address, telephone number, age, sex, marital status, purpose, occupational details of the persons to be accommodated in the Guest house, will have to be submitted with the requisition to the Registrar.
16. The payment of lodging, boarding and hiring charges of other facilities will be made in advance by **Cash through Challan available at University Cash Counter or RTGS/NEFT to the University Bank Account directly (Bank details: Name of Beneficiary: University of Kalyani, Account Name : University of kalyani Development Corpus Fund, Bank A/c. No. 11151095535, IFSC Code : SBIN0001082, Name & Address of Bank: State Bank of India, Kalyani Branch, Central Park, B-9/139, Kalyani, Nadia, Pin-741235, West Bengal).**
17. The University will have the right for relaxation of the above mentioned Terms and Conditions.

Rate Chart of different facilities of the IASE Guest House, University of Kalyani, Kalyani, Nadia

Sl. No.	Facilities	Number of Rooms/ Area	Rate for the Academic & Administrative Departments of the University of Kalyani	Rate for the colleges / Study Centres affiliated to / acknowledged by the University of Kalyani	Rate for State & Central Govt. / Govt. Undertaking / Enterprise / Autonomous Organisations	Private Sector
1.	Double bedded AC Room with attached bath	02	Rs.800.00 per day	Rs.800.00 per day	Rs.800.00 per day	Rs.1000.00 per day
2.	Double bedded Room with attached bath	03	Rs.500.00 per day	Rs.500.00 per day	Rs.500.00 per day	Rs.800.00 per day
3.	Double bedded Room without attached bath	12	Rs. 300.00 per day	Rs. 300.00 per day	Rs. 300.00 per day	Rs.500.00 per day
4.	Single bedded Room with attached bath	02	Rs. 250.00 per day	Rs. 250 per day	Rs. 250 per day	Rs.350.00 per day
5.	Single bedded Room without attached bath	08	Rs. 200 per day	Rs.200.00 per day	Rs.200.00 per day	Rs.250.00 per day
6.	Dining Hall with Kitchen	01	Rs. 1000.00 per day	Rs. 1000.00 per day	Rs. 1000.00 per day	Rs.2000.00 per day

N.B. : University reserves the right to review the above rates and make changes thereto.



Registrar
University of Kalyani