

I/149642/2024

**ICAR-NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING**  
**Amravati Road, Nagpur-440 033**

F.No.16-49/2024-works

Dated:- 12.06.2024

**OFFICE ORDER**

The Director, NBSS&LUP, Nagpur is pleased to refix the rate/rent of Community Hall at Krishi Kunj Complex, Bajaj Nagar, Nagpur for the period of 2 years w.e.f. 1.07.2024, as per the details given below :-

**1. Fixed Charges/Rent :-**

- (a) Charges of Community hall Rs.20,000/- (Rupees Twenty thousand only) for marriage (Booking amount - including water and cleaning charges) per day (for 24 hrs.)
- (b) Charges for community hall Rs.7,000/- (Rupees Seven thousand only) for Birthday/Marriage engagement/Family function (Booking amount – including water and cleaning charges ) per day (for 24 hrs.)
- (c) At the time of booking 50% of the charge required to be paid.

**2. Electricity charges :-**

Will be charged as per actual consumption at the rate of the MSEB norms.

**3. Terms & conditions for allotment of Community Hall :-**

- (a) Community hall is allowed for working employees and spouse and first blood relation of the working employees as well as ICAR pensioners.
- (b) Committee members will meet every six months and consider suggestion, if any for improvement and new proposal for further consideration in public interest.
- (c) Prescribed application format with details will be prepared for purpose, Name, Address, Mobile No.ID Proof/Photo and other information. and
- (d) Parking of vehicle should be on appropriate place to ease the movement of guests.

**4. Hall will be provided for following functions**

- Marriage, Birthday/Marriage engagement/Family function etc.
- Organizing Welcome and welfare function of the Institute

**5. Restrictions :-**

- D.J. and Band etc. will not be allowed after 10.00 P.M. in the Krishi Kunj Premises, Bajaj Nagar, Nagpur
- No crackers allowed in the community hall premises.
- Consumption of alcohol is strictly prohibited in the premises

**6. Cancellation :-**

Cancellation of booking would be allowed subject to the following conditions/deductions

- i. 10% if it is before 07 days
- ii. 25% if it is before 02 days
- iii. 50% if it is less than 48 hrs.

**Sd/-**

I/149642/2024

(Kamlesh Sharma)  
Asstt. Administrative Officer

Contd..2/-

**DISTRIBUTION :-**

1. The Director, ICAR-CICR, Post Bag No.2, Shankarnagar Post, Nagpur for information.
2. The Director, ICAR-CCRI, Amravati Road, Nagpur for information.
3. The Officer-In –charge, GTC (Circot), Amravati Road, Nagpur for information.
4. The Head, SRS/RSA/LUP for information.
5. The Incharge, PME Cell/Library/Director Cell HQrs., Nagpur for information.
6. The Incharge, ARIS Cell for information and requested to kindly upload the order to the Institute website.
7. The Chief Finance & Accounts Officer HQrs., Nagpur.
8. The Chief Administrative Officer HQrs., Nagpur.
9. The Drawing & Disbursing Officer HQrs., Nagpur.
10. Shri B.M. Khorge, Incharge, community hall for information.
11. Shri S.R. Singade, Sr. Technician & Caretaker community hall for information.
12. The Notice Board of HQrs./ICAR Guest House.