



GUJARAT TECHNOLOGICAL UNIVERSITY
(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી
(ગુજરાત સરકાર ના અધિનિયમ ક્રમાંક: ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/Circular/Int_Aud/TA/004/2015

Date: 27/04/2015

Circular

It is hereby informed to all the colleges/Institutes that while submitting bills relating to Summer Exam-2015, following procedure should be strictly adhered to:

1. Colleges/Institutes are required to submit bill in the specific format provided to them time to time, for both Theory and Practical exams.
2. Colleges/Institutes need to submit the individual bills of payment made to all the External Examiner as well as to all the internal Staff.
3. Colleges/Institutes need to submit all bills in original mandatorily.
4. Colleges/Institutes need to follow GTU circular: **GTU/Circular/Int_Aud/TA/002/2015**
Date: 09/01/2015 for making payment.
5. While verification if it is found that any of the procedure is not followed than, bill will not be processed.

Sd/-

I/c Registrar

Copy to:

- (i) All concern institute head for information & n.a.
- (ii) C.A.O/A.O., GTU for information & n.a.
- (iii) Section In – Charge for information & n.a
- (iv) Concerned file