

क्रमांक नं०

दिनांक

सेवा में

उपनिदेशक महोदय,  
पशुपालन एवं डेयरी विभाग,  
..... ।

विषय:- **Central Plan Scheme (Sharing basis) RKVY For GEN (2021-22)** के तहत लगाए गए दो दिवसीय कैंप की हाजिरी रिपोर्ट एवं बिल भेजने बारे।

संदर्भ:- पत्र क्रमांक ..... दिनांक ..... कार्यालय उपनिदेशक पशुपालन एवं डेयरी विभाग, ..... ।

श्रीमान् जी,

उपरोक्त विषय व आपके पत्र क्रमांक के संदर्भ में लेख है कि दिनांक ..... व .....को जीवीएच .....में पशुपालन शिक्षा एवं जागरूकता कैंप का आयोजन किया गया जिसमें 20 पशुपालकों ने भाग लिया।

पहले दिन (.....) को पशुपालन प्रथाओं जैसे कि डेयरी फार्मिंग, सूकर फार्मिंग, भेड़-बकरी पालन एवं विभागीय स्कीमों के बारे अवगत कराया गया। पशुपालकों के बैठने की उचित व्यवस्था सहित खाने हेतु लंच पैक, नोट बुक, पेन व फाईल फोल्डर का वितरण किया गया। राजकीय पशुचिकित्सालय .....के समस्त स्टाफ, पशुचिकित्सक .....ने पशुपालकों को संबोधित किया। ..... ने पशुपालकों को टीकाकरण एवं कृत्रिम गर्भाधान तथा विभाग की बीमा योजना व डेयरी स्कीमों की जानकारी दी।

दूसरे दिन (.....) शिविर की अध्यक्षता डॉ० .....पशुपालन एवं डेयरी विभाग टोहाना द्वारा की गई। जिसमें उन्होंने पशुपालकों को विभाग द्वारा चलाई जा रही स्कीमों से अवगत कराया। कार्यक्रम में **Progressive Farmer** श्री ..... व **Expert Lecturer** डॉ० .....ने पशुपालकों का आधुनिक तरीके से पशुपालन का कार्य करके आमदनी को दोगुना किया जा सकता है, विषय पर अपने विचार रखे। पशुपालकों को ..... में ..... भ्रमण करवाया गया। पशुपालकों को .....में लंच करवाया गया। दोनों दिवस का कुल खर्चा **20000/-** रुपये है जो पशुचिकित्सक ने जेब से खर्च किया है।

संबंधित फर्म, गाड़ी के ड्राइवर, **Expert Lecturer (Retd.)**, **Progressive Farmer** व संबंधित 20 पशुपालकों का खाता विवरण व संबंधित मूल बिल तथा **Quotations** संलग्न हैं। कृपया करके जल्द 20000 रुपये की राशि पशुचिकित्सक के खाते में डलवाने का कष्ट करें। धन्यवाद सहित।

Veterinary Surgeon  
GVH .....  
Distt. ....

संलग्न:-

Bill, Receipt, Quotations	Dated	Amount
1- Incentives to Farmers APR No. 1	22.07.22	3000/-
2- Incentives to Farmers APR No. 2	-----	3000/-
3- Note Book Bill	22.07.22	400/-
4- Folder and Pen Bill	22.07.22	400/-
5- Banner Bill	22.07.22	200/-
6- Tentage Quotation No. 1	22.07.22	
7- Tentage Quotation No. 2	22.07.22	
8- Tentage Quotation No. 3	22.07.22	
9- Comparative Statement Tentage Bill	22.07.22	
10- Tentage Bill Two days	-----	2000/-
11- Lunch Packs Quotation No. 1	22.07.22	
12- Lunch Packs Quotation No. 2	22.07.22	
13- Lunch Packs Quotation No. 3	22.07.22	
14- Comparative Statement Lunch Packs	22.07.22	
15- Lunch Packs Bill 1	22.07.22	3000/-
16- Lunch Packs Bill 2	-----	3000/-
17- Honorarium Expert Lecturer Receipt	-----	500/-
18- Honorarium Progressive Farmer Receipt	-----	500/-
19- Travelling Fare Quotation No. 1	-----	
20- Travelling Fare Quotation No. 2	-----	
21- Travelling Fare Quotation No. 3	-----	
22- Comparative Statement Travelling Fare	-----	
23- Travelling Fare Bill No. 1	-----	2000/-
24- Travelling Fare Bill No. 2	-----	2000/-
APR No. 1		
APR No. 2		

Submitted to SDO AH&D ..... for n/a & information please.

Veterinary Surgeon

GVH -----

Distt. ....

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

Certified that

1. This bill has been presented for the first time.
2. The Items have been used only for Govt. Purpose.
3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
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**Distt. ....**

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**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Tent Quotation No. 1

*AHEA Camp: 15x30 Tent Size, 25 Chairs, 4 Tables, 8 Mats, Rent Labour & Loading Rate for two days: Total  
2000/-*

Veterinary Surgeon  
GVH -----  
Distt. ....

Tent Quotation No. 2

*AHEA Camp: 15x30 Tent Size, 25 Chairs, 4 Tables, 8 Mats, Rent Labour & Loading Rate for two days: Total  
2500/-*

Veterinary Surgeon

GVH -----

Distt. ....

Tent Quotation No. 3

*AHEA Camp: 15x30 Tent Size, 25 Chairs, 4 Tables, 8 Mats, Rent Labour & Loading Rate for two days: Total  
2400/-*

Veterinary Surgeon

GVH -----

Distt. ....

## COMPARATIVE STATEMENT

of Quotations received for erecting tentage at GVH ----- for AHEA Camp

Dated -----to -----

Sr. No.	Name of Firm	Amount Quoted	Remarks
1			
2			
3			

The rates quoted by Firm at Serial No. 1 are lowest at the market rate so quotation no. 1. is accepted.

VLDA  
GVH -----  
Distt. ....

Veterinary Surgeon  
GVH -----  
Distt. ....

Veterinary Surgeon  
GVH -----  
Distt. ....

Tent Bill

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

Certified that

1. This bill has been presented for the first time.
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3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Lunchpacks Quotation No. 1  
AHEA Camp: Quantity 20, Rate 150/- = 3000/- for two days: Total 6000/-

**VLDA**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

Lunchpacks Quotation No. 2  
AHEA Camp: Quantity 20, Rate 160/- = 3200/- for two days: Total 6400/-

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Lunchpacks Quotation No. 3  
AHEA Camp: Quantity 20, Rate 155/- = 3100/- for two days: Total 6200/-

**VLDA**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

## COMPARATIVE STATEMENT

of Quotations received for erecting LUNCH PACKS at GVH ----- for AHEA Camp

Dated -----to -----(For two days)

Sr. No.	Name of Firm	Amount Quoted	Remarks
1			
2			
3			

The rates quoted by Firm at Serial No. 1 are lowest at the market rate so quotation no. 1. is accepted.

**VLDA**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

Restaurant Bill No. 1  
Quantity 20, Thali 150/- Lunch Pack Rs. 3000

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

1. This bill has been presented for the first time.
2. The Items have been used only for Govt. Purpose.
3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Restaurant Bill No. 2  
Quantity 20, Thali 150/- Lunch Pack Rs. 3000

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

1. This bill has been presented for the first time.
2. The Items have been used only for Govt. Purpose.
3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

## Receipt – III

Expert Lecturer (Guest Faculty)

Certification for delivering a lecture on ANIMAL HUSBANDRY PRACTICES in  
AHEAC on Dated -----at Village -----.

For Honorarium Account details are as follows:-

1. Name of the Bank
2. Branch
3. Account No.
4. IFSC Code
5. Mobile No.

Received Honorarium Rs. 500/- in cash.

Sign  
Name  
Father's Name  
VPO  
Tehsil  
Distt.  
Dated

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

It has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page  
No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

## Receipt – III

Expert Lecture – Progressive Farmer

Certification for delivering a lecture on .....in AHEAC

on Dated -----at Village -----.

For Honorarium Account details are as follows:-

1. Name of the Bank

2. Branch

3. Account No.

4. IFSC Code

5. Mobile No.

Received Honorarium Rs. 500/- in cash.

Sign  
Name  
Father's Name  
VPO  
Tehsil  
Distt.  
Dated

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

It has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Travelling Quotation No. 1

----- to -----@ 200 x 20 = Rs. 4000

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

Certified that

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3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Travelling Quotation No. 2

----- to -----@ 200 x 22 = Rs. 4400

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

Certified that

1. This bill has been presented for the first time.
2. The Items have been used only for Govt. Purpose.
3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

Travelling Quotation No. 3

----- to -----@ 200 x 21 = Rs. 4200

*Attested & Verified by Veterinary Surgeon, GVH -----, Distt. ....*

Certified that

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3. Bill has been entered in RKVY Health Cum Infertility Camp Register Serial No. .... at Page No.....

**VLDA**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

**Veterinary Surgeon**  
**GVH -----**  
**Distt. ....**

## COMPARATIVE STATEMENT

of Quotations received for erecting TRAVELLING EXPENSES for exposure visit to farmers on  
dated -----in AHEA Camp  
----- to -----

Sr. No.	Name of Firm	Amount Quoted	Remarks
1			
2			
3			

The rates quoted by Firm at Serial No. 1 are lowest at the market rate so quotation no. 1. is accepted.

**VLDA**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

## Receipt –

प्रमाणित किया जाता है कि मैं ..... सुपुत्र श्री .....  
..... गांव ..... तहसील ..... जिला .....  
हरियाणा का रहने वाला हूँ। मेरी गाड़ी नं.....  
..... हैं। मैंने गांव .....के राजकीय पशुचिकित्सालय से .....  
..... जाने के 200 रुपये प्रति व्यक्ति कुल राशि 10 x 200 = 2000 रुपये  
प्राप्त कर लिए हैं।

खाता विवरण इस प्रकार से है—

1. Name of the Bank
2. Branch
3. Account No.
4. IFSC Code
5. Mobile No.

Sign  
Name  
Father's Name  
VPO  
Tehsil  
Distt.  
Dated

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Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

**Veterinary Surgeon**  
GVH -----  
Distt. ....

## Receipt – 2

प्रमाणित किया जाता है कि मैं ..... सुपुत्र श्री .....  
..... गांव ..... तहसील ..... जिला .....  
हरियाणा का रहने वाला हूँ। मेरी गाड़ी नं.....  
..... हैं। मैंने गांव .....के राजकीय पशुचिकित्सालय से .....  
..... जाने के 200 रुपये प्रति व्यक्ति कुल राशि 10 x 200 = 2000 रुपये  
प्राप्त कर लिए हैं।

खाता विवरण इस प्रकार से है—

1. Name of the Bank
2. Branch
3. Account No.
4. IFSC Code
5. Mobile No.

Sign  
Name  
Father's Name  
VPO  
Tehsil  
Distt.  
Dated

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