

TECHNOLOGY GUEST HOUSE

Type of Accommodation	Cat A / B / C	Cat D
Double Bedded Room on sharing Basis (Per Per)	600.00	1200.00
Single Occupancy in a Double Bedded Room	800.00	1600.00
Suite	1500.00	3000.00
Banquet Hall / Meeting Room	15000.00	
Heritage Building (Per Room)	5000.00	

VISVESWARAYA GUEST HOUSE

Type of Accommodation	Cat A	Cat B	Cat C	Cat D
Double Bedded Room on sharing Basis (Per Person) (A/c)	200.00	200.00	200.00	200.00
Single occupancy in a Double Bedded room (A/c)	300.00	300.00	300.00	300.00
Double Bedded (Non A/c)	200.00	200.00	200.00	200.00
Single Occupancy in D/B Non A/c Room	150.00	150.00	150.00	250.00
Three Bedded / Four Bedded Room – Per Person (Non A/c)	100.00	100.00	100.00	100.00
Community Center 6 AM TO 6 AM next day	300.00	600.00	1200.00	2000.00
Partial – 8 Am to 4 Pm or 4 PM to 11 PM	200.00	400.00	800.00	1200.00
Class Room East & West (A/C)	400.00	400.00	600.00	800.00

KOLKATA GUEST HOUSE

Type of Accommodation	Cat A/B/ C	Cat D
Double Bedded Room on sharing Basis (Per Person)	600.00	1200.00
Single Occupancy in a Double Bedded Room	800.00	1600.00
Double Bedded Cottage on sharing Basis (Per Person)	200.00	400.00
Single Occupancy in a Cottage	200.00	400.00
Meeting Room	450.00	900.00

Categories of Guest

Category	Eligibility	Authority	Payment Mode
Cat 'A'	Guest invited by the institute for academic, administrative work and for campus interview	Director/ Dy. Director / Registrar / All Deans / All HOD	Institute
Cat 'B'	Guest / Individual visiting institute in connection with scheme, project / Consultancy/ short term courses, seminars & conference etc.	Dean SRIC / PIC	By SRIC through project / respective coordinator.
Cat 'C'	Employee, Students parents/ Guardians and Alumni Guest from other academics institutes offered accommodation on reciprocal basis	Faculty / Officers	By the individual before checking out. If charges are not paid by the guest then person making the booking is required to clear the bill.
Cat 'D'	Guest not covered under above categories	For individual – Manager GH and for block booking through institute authority	By the individual – if charges are not paid by the guest then the person recommending is required to clear the bill.

Note:

1. Priority for accommodation will be accorded to guest covered Under Cat A and Cat B.
2. The Management of the guest house may at its discretion, Cancel a booking or offer alternate accommodation.
3. Normally a booking in the GH can be made for a period of 3 days this can be extended upto a maximum period of 7 Days and beyond that with the approval of the competent
4. In advance 50 % payment is to be made for bulk booking Against confirmation.
5. 100 % payment if cancellations are made 60 days prior to the Commencement of Conf /Course etc and 72 Hours in case Individual bookings (Cat B/C/D), for all Guest Houses.