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भारत सरकार

GOVERNMENT OF INDIA

मत्स्यपालन, पशुपालन और डेयरी मंत्रालय - मत्स्यपालन विभाग
MINISTRY OF FISHERIES, ANIMAL HUSBANDRY & DAIRYING - DEPT. OF FISHERIES

केन्द्रीय मत्स्य नौचालन एवं इंजीनियरी प्रशिक्षण संस्थान

CENTRAL INSTITUTE OF FISHERIES NAUTICAL AND ENGINEERING TRAINING

फाइन आर्ट्स एवन्यू, कोच्ची (केरल) | FINE ARTS AVENUE, KOCHI (KERALA) - 682016

Phone : 0484 - 2351610, 2351493, 2351790
After Office : 0484 - 2351610
Director(Per) : 0484 - 2351107



F. No. 10-6/2019 ST

Dated: February 09, 2024

OFFICE ORDER

Sub: Revision of Nominal Tariff for using CIFNET Auditorium by Government /PSU Organizations/ Autonomous Bodies/ Universities/ CIFNET Alumni bodies, etc. - Reg.

On the basis of the recommendation of the committee constituted for reviewing the existing tariff and recommending revision of tariff, it has been decided by the Competent Authority to revise the nominal tariff of CIFNET auditorium for the conduct of Seminars/workshops/meetings by Central/State Government Organizations/ Autonomous Bodies/Universities, as per the below rates:

Item description	Applicable charges	
	Government Office/Institutes	Association /Alumni of Ex-trainees / Ex-employees
1 Nominal rent for a maximum duration of three (03) hours	Rs. 20,000/-	Rs. 12,000/-
2 Additional charges per hour- exceeding the initial three hours	Rs. 3,000/-	Rs. 3,000/-
3 Diesel Generator usage charges per hour (on usage basis)	Rs. 1,300/-	Rs. 1,300/-

Terms and conditions

1. The auditorium shall be used primarily for academic talk/ seminars/ lectures/ conferences/ meetings etc. Auditorium will not be rented to private party or individual.
2. Auditorium will be available for use from 09.00 -17.00 hours only {Max. 8 hrs.}.
3. The nominal rent mentioned above are inclusive of Electricity and Water charges. However, in case of use of back up diesel generator additional charges as mentioned in SI. No. 3 above shall be applicable over and above the nominal rent and additional charges.
4. GST as applicable will be charged extra.
5. The user/ user department should submit an application and undertaking in the prescribed format for the usage of auditorium. The form can be downloaded from CIFNET Website www.cifnet.gov.in.
6. Addition/alternation to the existing seating arrangement/ electrical connections/ sound/ light system is not allowed. However, the user is free to hire outside sound/light system with the prior intimation to this office.
7. Any damage to the furniture/fittings/ equipment/ building or loss of any other kind caused during the course of programme will be recovered from the user.
8. After the completion of the programme, the user/user department shall ensure that the auditorium and its premises are cleared of any debris/ waste and the auditorium is handed over in a neat and clean condition, at his own cost/arrangement.
9. Being an educational institution, smoking and consumption of liquor is strictly prohibited inside the campus as per the Government guidelines.
10. The liability associated with any damages in connection with the hiring of the auditorium shall be finalized by an internal committee comprising Jr. Caretaker, OIC (W&W), OIC(P&D), OIC(Electrical) and OIC(Electronics). Any dispute in this matter may be addressed to the Director, CIFNET whose decision in this matter shall be final and binding.

This issue with the approval of the Competent Authority vide file of even P.31/NS.

Chief Instructor (Marine Engineering)
Senior Administrative Officer (i/c) | Head of Office

To,

1. OIC(W&W)/OIC(P&D)/OIC(Electrical)/ OIC(Electronics)
2. Admn./Accounts/Training/Stores Sections.
3. CIFNET Website through SI(Electronics).
4. Notice Board.

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APPLICATION FOR HIRING OF CIFNET AUDITORIUM

1 Name of the user/ user department/ Org.	: _____
2 Proposed function to be held	: _____
3 Date of the proposed programme	: _____
4 Start time and approx. duration of programme	: _____
5 Name and designation of contact person	: _____
6 Mobile Number	: _____
7 E-mail	: _____
8 Whether outside sound/light system is engaged	: Yes / No
9 UNDERTAKING	
<ul style="list-style-type: none"> I/we have gone through the terms and conditions for hiring of the Auditorium and shall strictly abide by them in its full spirit . I/we shall pay the nominal rent , additional charges and DG Charges (if applicable) and GST as applicable within 5 working days. I/we understand that no addition/alternation to the existing seating arrangement/ electrical connections/ sound/ light system is allowed in the auditorium. Further , I/we understand that, in case of hiring of outside sound/light system the same shall intimated to CIFNET in this application form itself . I/we understand that any damage to the furniture/fittings/ equipment/ building or loss of any other kind caused during the course of programme will be recovered from me/us. I/we understand that the liability associated with any damages in connection with the hiring of the auditorium as finalized by CIFNET shall be binding on me/us. Further, I/we understand that any dispute in this matter may be addressed to the Director, CIFNET whose decision in this matter shall be final and binding. 	
Place : _____	Signature : _____
Dated : _____	Name : _____
	Designation : _____
	Contact No. : _____

For Office Use Only

Auditorium Allotted On _____

Usage Details _____ Hrs to _____ hrs (Total _____ hrs)

Damages , if Any **Yes / No** (if YES, details to be furnished separately)

Dated : _____

Jr. Care taker