

Guest House, NIT Silchar
Revised Room Tariff w.e.f. 01.02.2018

Nature of occupancy	Official (Rs.)	Semi-Official (Rs.)	Semi- Private (Rs.)	License Fee (Rs.)	Institute Guest	Private Guest (Rs.)
Single Occupancy	350/-	540/-	660/-	120/-	N/A	840/-
Double Occupancy	600/-	660/-	850/-	240/-	N/A	1200/- + GST
Special room	950/-	1200/- + GST	1500/- + GST	500/-	N/A	3000/- + GST
Dormitory	150/- per bed					

GST as applicable from time to time

1. **Official Guest** are those persons who are visiting the Institute: a) for any official or academic work related Institute activities, b) to carry out students campus placement activities at NIT, c) Institute alumni will be treated as official, d) to attend Student, Gymkhana functions, etc. arranged officially.
2. **Semi-Official Guest** are those persons who are being provided accommodation : a) for installation, repair etc. of machines, equipment, apparatus etc. of the Institute, b) on the recommendation of R & D and Academic Institutes in the region, c) for being faculty and officers of other NITs, d) to meet their son's/daughter's/ward's who are NITS students.
3. **Semi Private Guest** is those who are the visitor from any other Academic Institute in India and relative's staff and faculty of NITS.
4. **License Fee Guest** is those who are the newly joining as a Regular Staff in the Institute (for 15 days only). Beyond 15 days permission of the Competent Authority is required.
5. **Institute Guest** (only BOG Members, Speakers of Convocation, MHRD Officials) will be provided boarding & lodging free of charge.
6. Room will be allotted on sharing basis for the participants and single room for resource person for STC/Workshop/Seminar and other Training programs. The Coordinators of the programmed will be responsible for the payment of room rents & food charges. Henceforth the participants, resource persons & T&P Guests will not be treated as Institute guest for guest house payment purpose. The settlement of Bills (food & Room Rent) will be the responsibility of the indenter of concerned deptt.
7. **Private Guest** is those who do not fall in any of the categories above and who are not Institute Guest.
8. Guest staying beyond 15 days without permission of the Competent Authority will be treated as **Private Guest**.
9. For students room will be allotted only after recommendation/verification by Dean of Student Affairs or Warden.
10. The indenter has to inform to the Guest House Authority the actual number of occupants and the list of the guests with name & address before 48 hours.
11. If the indenter cancels any booked rooms within 24 hours, he/she has to pay full room rent.
12. All payment in connection with lodging charges is to be made through Cheque (drawn in favour of **Director, NIT Silchar**) / Electronics Transfer. For any other mode of transaction permission of FIC, Guest House is required.