

**GANGA INTERNATIONAL GUEST HOUSE
INDIAN AGRICULTURAL RESEARCH INSTITUTE
NEW DELHI-110012**

Dr.C.Bhardwaj
Overall Coordinator

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IMPORTANT INSTRUCTIONS FOR ALLOTMENT OF ROOMS AT GANGA INTERNATIONAL GUEST HOUSE

1. Allotment of rooms in the Hostel shall be on first come first serve basis. However, preference will be given for ICAR/SAU Officers coming on Official visit.
2. Generally, allotment of rooms shall not be made for marriage and personal functions. Allotment can be treated as cancelled/shifted in case it is required for departmental or VIP use.
3. The room rent charges shall be applicable as per the status of the guest staying in the guest house and not as per the status who have booked the accommodation e.g. if an ICAR employee is booking and accommodation for a private person, charges will be as applicable to “**Private Visitor**” and not “**ICAR charges**”.
4. Generally, not more than 10 beds will be booked for any Seminar/Conference at one time in Ganga International Guest House. Preference will be given to those who are booking IARI/ICAR conference facilities.
5. **stay in Maximum continuous the Hostel would be for a period of 5 days subject to availability.** To avoid inconvenience, request for allotment of accommodation should be sent well in advance or at least two days in advance only on the proper request letter from competent authority through Telephone (**011-25848715**) or through e-mail (gigh@iari.res.in) .
6. No verbal/telephonic request will be entertained.
7. Confirmation of accommodation can be enquired from the Caretaker, Ganga International Guest House on any working day between 9.30 AM to 4.30 PM on telephone No.011-25848715 after one working day from the time of sending the request.
8. Liquor/smoking is strictly prohibited in the Hostel premises. Pets are not allowed in the hostel.

ROOM RENT CHARGES IN RESPECT OF VARIOUS TYPES OF ACCOMODATION AT GANGA INTERNATIONAL GUEST HOUSE, IARI, NEW DELHI-110012

S.No.	Category	Single Bed Room p/ day	Double Bed Room p/ day	Suit p/day
1.	Serving and retired officers of NARS (ICAR/SAUs) on private visit	Rs.300.00	Rs.400.00	Rs.500.00
2.	Serving and retired officers of NARS (ICAR/SAUs) on official visit	Rs.500.00	Rs.800.00	Rs.1000.00
3.	Serving officers of Central Govt/ State Govt/ Autonomous organization/PSUs on official or private visit	Rs.600.00	Rs.1000.00	Rs.1200.00
4.	Private Visitors i.e. other than ICAR,SAUs Central or State Govt.Etc.	Rs.1500.00	Rs.2000.00	Rs.3000.00
5.	Foreign visitors (SAARC countries)	Rs.2000.00	Rs.3000.00	Rs.3500.00
6.	Foreign visitors other than SAARC countries	Rs.3000.00	Rs.4000.00	Rs.5000.00

**APPLICATION FOR ALLOTMENT OF ACCOMODATION AT
GANGA INTERNATIOANL GUEST HOUSE
IARI, NEW DELHI- 110012**

Name [In Block Lettars						
Employment Category	ICAR/SAU	Retires ICAR/SAU	Central/State Government	Retired Central/State Government	Foreigners	Private / others
Designation [If employed			Employee ID. No.Of any other [Pl.Specify]ID.Proof			
Full official Address [If employed] or Full Residential Address[If private/others]Tel and or fax no:Mobile :						
Email. ID[To be filled must]						
Name,Designation, Address And contact details of the competent sanctioning authority of the tour programmer or Inviting authority [If applicable]						
Duration of stay	From:		To:			
Number and Name of accompanying persons	Total Number:			4.		
	Name:			5.		
	1.			6.		
	2.			7.		
	3.					
Purpose of Visit of accompanying persons						
Purpose of Visit						
Signature of Indenter with complete Address &email.ID[tobe filled must]						

NOTE: Confirmation of your booking mar please be enquired from the Reception of Ganga International Guest House on any working day between 9:30am to 4:30pm on phone No. 011-25848715 or via email.one day from the time of sending there Guest.

To,

**The Coordinator
Ganga Internatioal Guest House
Pusa Campus [IARI]
New Delhi – 110012
Tel.Fax: 011-25848715,E-mail: gigh@iari.res.in**