



भा.कृ.अनु.प. - राष्ट्रीय मृदा सर्वेक्षण एवं भूमि उपयोग नियोजन ब्यूरो  
**ICAR-National Bureau of Soil Survey & Land Use Planning**  
 अमरावती रोड, नागपुर / Amravati Road, Nagpur - 440033  
 Phone: 0712-2500545, 2500664 Extn. 106, 120 Email: director-nbsslup@icar.org.in

**F.No.16-49/works/2025 I/278672/2025**

**Dated:-#ApprovedDate**

### **OFFICE ORDER**

The Director, NBSS&LUP, Nagpur is pleased to refix the rate/rent of Community Hall at Krishi Kunj Complex, Bajaj Nagar, Nagpur w.e.f. 01.01.2026 till further orders, as per the details given below :-

#### **1. Fixed Charges/Rent :-**

- Charges of Community hall Rs.23,000/- (Rupees Twenty Three Thousand only) for Wedding or Wedding reception (Booking amount - including water and cleaning charges) per day (for 24 hrs.)
- Charges for community hall Rs.8,000/- (Rupees Eight thousand only) for Birthday/Marriage engagement/Family function (Booking amount - including water and cleaning charges ) per day (for 08 hrs.)
- At the time of booking 50% of the charge required to be paid.

#### **2. Electricity Charges**

Will be charged as per actual consumption at the rate of the MSEB norms.

#### **3. Terms & conditions for allotment of Community Hall :-**

- Community hall is allowed for working employees and spouse and first blood relation of the working employees as well as ICAR pensioners.
- Committee members will meet every six months and consider suggestion, if any for improvement and new proposal for further consideration in public interest.
- Prescribed application format with details will be prepared for purpose, Name, Address, Mobile No.ID Proof/Photo and other information.
- Parking of vehicle should be on appropriate place to ease the movement of guests.

#### **4. Hall will be provided for following functions**

- Marriage, Birthday/Marriage engagement/Family function etc.
- Organizing Welcome and welfare function of the Institute

#### **5. Restrictions :-**

- D.J. and Band etc. will not be allowed after 10.00 P.M. in the Krishi Kunj Premises, Bajaj Nagar, Nagpur
- No crackers allowed in the community hall premises.
- Consumption of alcohol is strictly prohibited in the premises

#### **6. Cancellation :-**

Cancellation of booking would be allowed subject to the following conditions/deductions

- i. 10% if it is before 07 days
- ii. 25% if it is before 02 days
- iii. 50% if it is less than 48 hrs.

**Sd/-**  
**(Manvendra Singh)**  
**Administrative Officer**

#### **DISTRIBUTION :-**

1. The Director, ICAR-CICR, Post Bag No.2, Shankarnagar Post, Nagpur for information.
2. The Director, ICAR-CCRI, Amravati Road, Nagpur for information.
3. The Officer-In -charge, GTC (Circot), Amravati Road, Nagpur for information.
4. The Head, SRS/RSA/LUP for information.
5. The Incharge, PME Cell/Library/Director Cell HQrs., Nagpur for information.
6. The Incharge, ARIS Cell for information and requested to kindly upload the order to the Institute website.
7. The Chief Finance & Accounts Officer HQrs., Nagpur.
8. The Chief Administrative Officer HQrs., Nagpur.
9. The Drawing & Disbursing Officer HQrs., Nagpur.
10. Shri B.M. Khorge, Incharge, community hall for information.
11. Shri S.R. Singade, Sr. Technician & Caretaker community hall for information.
12. The Notice Board of HQrs./ICAR Guest House.