



**मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल-462003**  
(शिक्षा मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
**MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL- 462003**  
(An Institution of National importance under Ministry of Education, Govt. of India)

No:-MANIT/F&A/2025/01

Date.01.04.2025

**परिपत्र**  
**Circular**

**विषय : आवर्ती शीर्ष (OH-31) के अंतर्गत वित्तीय वर्ष 2025-26 के लिए बजट का आवंटन।**

**Subject : Allotment of Budget for the financial year 2025-26 under recurring head (OH-31).**

उपरोक्त विषय-वस्तु के संदर्भ में समस्त संबंधित विभागों/केन्द्रों के अध्यक्षों/अध्यक्षों/अनुभाग प्रभारी को सूचित किया जाता है कि सक्षम प्राधिकारी द्वारा वित्तीय वर्ष 2025-26 हेतु बजट स्वीकृत कर दिया गया है।

संबंधित विभागाध्यक्षों/अध्यक्षों/अनुभाग प्रभारी से अनुरोध है कि वे यह सुनिश्चित करें कि प्रस्तावित खरीद/व्यय की योजना इस प्रकार बनाई जाए कि राशि का उपयोग उसी विशिष्ट उद्देश्य के लिए किया जाए जिसके लिए उसे आवंटित किया गया है तथा संस्थान को इसका सर्वोत्तम लाभ मिले। व्यय करते समय यह भी सुनिश्चित किया जाना चाहिए कि राशि का उपयोग आवंटित राशि और निर्धारित समय सीमा के भीतर बहुत ही मितव्ययिता से किया जाएगा।

इसके अलावा, व्यय में मितव्ययिता तथा समय-समय पर जारी मितव्ययिता उपायों को अपनाने के संबंध में भारत सरकार के सभी आदेश लागू होंगे। व्यय की प्रगति के आधार पर आवंटन की अर्ध-वार्षिक समीक्षा की जाएगी।

With reference to the above subject matter, it is informed to all the heads/chairmen/section I/c of the respective departments/centers that the competent authority has approved the budget for the financial year 2025-26.

The concerned Heads/Chairmen/Section I/c are requested to ensure that the proposed procurement/expenditure is planned in such a manner that the amount is utilized for the specific purpose for which it has been allotted and to the best advantage to the Institute.

While incurring expenditure, it may also be ensured that the amount will be utilized very economically within the allotted amount and schedule time frame.

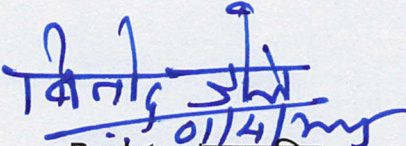
Further all Government of India orders on Economy in Expenditure adoption of austerity measures issued from time to time shall be applicable. The allocation shall be reviewed half yearly based on the progress of the expenditure.

Registrar/ कुलसाचिव

Enclosed:- As Above.

Copy to:-

1. All Deans
2. All HoDs/Chairman, Centers for circulation amongst the employees.
3. All Assistant Registrars/Deputy Registrars
4. PIC, Institute website, to ensure upload of this circular
5. PA to Registrar, for record
6. PA to Director, for kind information

  
Registrar/कुलसाचिव

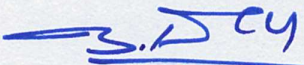
पता : मैनिट भोपाल, लिंक रोड नं.3, माता मंदिर के पास, भोपाल-462003 (म.प्र.) भारत दूरभाष: +91-755-4051000, 4052000

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**Budget Allocation for the Financial Year 2025-26  
Under Recurring Head (OH-31)**

<b>Sr. No</b>	<b>Name of Department /Section/Office</b>	<b>Budget Allocation For 2025-26</b>
1	Department of Architecture and Planning	3,00,000
2	Department of Biological Science & Engineering	8,00,000
3	Department of Chemical Engineering	15,00,000
4	Department of Chemistry	12,00,000
5	Department of Civil Engineering	11,00,000
6	Department of Computer Science and Engineering	8,00,000
7	Department of Electrical Engineering	9,00,000
8	Department of Electronics & Communication Engineering	6,00,000
9	Department of Energy Centre	1,00,000
10	Department of Humanities	50,000
11	Department of Management Studies (DMS)	50,000
12	Department of Materials Science and Metallurgical Engineering MME	8,00,000
13	Department of Mathematics & Computer Applications	3,00,000
14	Department of Physics	5,00,000
15	Department of Mechanical Engg	16,00,000
16	Physical Education & Sports	25,00,000
17	Central Library	2,00,000
18	Training & Placement Cell	50,000
19	Dean (Academic)	20,000
20	Dean (Faculty Welfare)	20,000
21	Dean (Student Welfare)	20,000
22	Dean (P&D)	20,000
23	Dean (R&C)	20,000
24	Dean (IR&ID)	20,000
25	Chairman Council of Warden & Hostels	10,00,000
26	Green Cover & Horticulture	10,00,000
27	Professor Incharge (Water Supply)	50,000
28	Professor Incharge (Vehicle)	50,000
29	Professor incharge (AC & Refrigeration)	10,00,000
30	Institute Guest House	2,00,000
31	MANIT Dispensary	2,50,000
32	Electrical Maintenance	50,00,000
33	Civil Maintenance	1,00,00,000
34	Vehicle Maintenance	7,00,000
35	Convocation	30,00,000
36	Central Computing Facility (CCF)	1,50,000
37	Printing and Stationery	50,00,000
38	Advertisement	10,00,000
39	Central Research Facility (CRF)	3,00,000
40	Academic & Examination	15,00,000
41	Centre of Excellence in Water Management	1,00,000
<b>Total Budget Allocated Under OH-31</b>		<b>4,37,70,000</b>
<b>Budget Allocated Under OH-31 Only For Lab Raw Material/Contingency Exp. Above includes Rs.5,000/- maximum budget for meeting &amp; hospitality for the departments.</b>		
<b>The Allocation shall be reviewed half yearly based on the process of the expenditure</b>		

  
**Registrar**  
 01/4/may