



kavita verma <kavitav282@gmail.com>

Fwd: Scientific monitoring of reforestation project at Barapullah Dain area

1 message

Vartika Mathur <vmathur@svc.ac.in>

3 December 2020 at 19:32

To: apiresearchlab@gmail.com, Garima Sharma <garima.biochem.1@gmail.com>, kavita verma <kavitav282@gmail.com>, Surabhi Agarwal <singer.surabhi@gmail.com>

Fyi and for records

----- Forwarded message -----

From: **sharma, Gaurav (गौरव शर्मा)** <gaurav.sharma@igl.co.in>

Date: Thu, 3 Dec 2020, 18:01

Subject: Scientific monitoring of reforestation project at Barapullah Dain area

To: Vartika Mathur <vmathur@svc.ac.in>

Cc: Garg, Amit (अमित गर्ग) <gargam@igl.co.in>, singh, amandeep (अमनदीप सिंह) <amandeep.singh@igl.co.in>

Dear Vartika Ji,

Greetings !

We are pleased to inform you that your proposal for scientific monitoring of our CSR project on developing a carbon sink through creation of an urban forest on the waste land near Barapullah Drain, near Sarai Kale Khan, New Delhi, has been approved. As per your proposal, the total approved budget for this 3 years study would be Rs.19,25,000/- which would be released in following part payments.

Year 1 (Total payment to be released: Rs.7,75,500/-)			
S.No	Part Payment	Amount (Rs.)	Remarks
1	1 st part payment @ 90% of annual budget	697950	Upon approval and at the beginning of 1 st year

2	2 nd part payment @ 10% of annual budget	77550	Upon completion of 1 st year and upon submission of detailed annual report and fund utilization certificate for the 1 st part payment of 1 st year.
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Year 2 (Total payment to be released: Rs.6,27,000/-)			
S.No	Part Payment	Amount (Rs.)	Remarks
1	1 st part payment @ 90% of annual budget	564300	At the beginning of 2 nd year
2	2 nd part payment @ 10% of annual budget	62700	Upon completion of 2 nd year and upon submission of detailed annual report and fund utilization certificate for the previous part payments.

Year 3 (Total payment to be released: Rs.5,22,500/-)			
S.No	Part Payment	Amount (Rs.)	Remarks
1	1 st part payment @ 90% of annual budget	470250	At the beginning of 3 rd year
2	2 nd part payment @ 10% of annual budget	52250	Upon completion of 3 rd year and upon submission of detailed annual report and fund utilization certificate for the previous part payments.

Kindly provide us details of your way forward regarding this project. Please also let us know if you want to visit the project's site as well.

Meanwhile, kindly provide us scanned copies of following documents to enable us create your vendor code required for release of payments.

1. **Cancelled cheque from bank account in name of 'Principal, Sri Venkateswara College'.**
2. **PAN Card.**
3. **GST Registration certificate.**

Looking forward to hearing at the earliest.

Regards

Gaurav Sharma

From: Vartika Mathur [mailto:vmathur@svc.ac.in]

Sent: Thursday, November 26, 2020 4:46 PM

To: sharma, Gaurav (गौरव शर्मा) <gaurav.sharma@igl.co.in>

Subject: Re: Final file with correction

Dear Gaurav,

Contingencies are all the project costs that we cannot put under chemicals and consumables (essentially glassware such as RNA-free beakers, flasks, pipettes, etc), and are usually disposable lab items. Outsourcing and institutional charges are for the facilities provided by the institute for conducting the experiments.

Please find below examples of items covered under both these heads for this project:

Contingency: Sample collection material such as RNA-free nitrile gloves, RNA-free polybags, sampling masks, microbial culture spreaders, PetriPlates, muslin cloth, aluminium foil for lyophilizing (freeze-drying) and autoclaving (pressure sterilization). Besides, contingency also includes auditing and printing charges (which, considering the proportion of work to project budget, is negligible).

Institutional charges include Lab space, instrument use (in case any of them are not in my lab), Water and uninterrupted power supply, wi-fi and LAN connectivity, and administrative charges for processing the expenses of the project.

Hope you will appreciate that all the aforementioned items are indispensable to the project, and therefore it is really too difficult for me to reduce anything out of any of these heads. Moreover, as a mark of respect to you, I had earlier decreased some amount from consumables, chemicals and outsourcing head of the budget. So, contingency head gets any burden because of that reduction too.

I would highly appreciate if you could keep the budget as it is. I assure you that with less tension of how to make ends meet for our work, we will be able to perform in a much better manner and will provide you with a report that will truly reflect the efficiency of your noble CSR initiative.

Thank you.

Warm regards,

Vartika

On Thu, 26 Nov 2020, 15:46 sharma, Gaurav (गौरव शर्मा) <gaurav.sharma@igl.co.in> wrote:

Dear Vartika Ji

Kindly provide justification for cost towards contingencies and institutional overheads (@10%) and kindly see if the cost towards these heads can be reduced.

Regards

Gaurav

From: Vartika Mathur [mailto:vmathur@svc.ac.in]

Sent: Wednesday, November 25, 2020 8:25 PM

To: sharma, Gaurav (गौरव शर्मा) <gaurav.sharma@igl.co.in>

Subject: Final file with correction

Thanks for pointing it out :-)

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Dr. Vartika Mathur
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