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# PRE-EVENT PROPOSAL FORM

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PREPARED BY: Mr. Pinaky Bhadury

(Convener, Central Games & Sports)

THE INTERNAL QUALITY ASSURANCE CELL

**SILIGURI INSTITUTE OF TECHNOLOGY**

A NAAC ACCREDITATED INSTITUTION

**MARCH 15, 2023**



**SILIGURI INSTITUTE OF TECHNOLOGY  
HILL CARD ROAD, P.O. SUKNA  
SILIGURI – 734 009**

## Pre – Event Proposal Form

- 1. Event Title:** Annual Games & Sports (Extracurricular activities)
- 2. Proposed Date, Venue, Time:** 13<sup>th</sup> , 15<sup>th</sup> , 16<sup>th</sup> & 17<sup>th</sup> May 2023, College premises
- 3. Objectives:** To organize activities related to Games & Sports for Students.
- 4. Proposed Program Schedule:**

DATE	DETAILS OF EVENTS
13 <sup>th</sup> May 2023	<ul style="list-style-type: none"><li>• CHESS</li><li>• BASKETBALL</li><li>• TABLE TENNIS</li><li>• BADMINTON</li><li>• CARROM</li></ul>
15 <sup>th</sup> & 16 <sup>th</sup> May 2023	<ul style="list-style-type: none"><li>• TABLE TENNIS</li><li>• BADMINTON</li><li>• CARROM</li><li>• VOLLEYBALL</li></ul>
17 <sup>th</sup> May 2023	<ul style="list-style-type: none"><li>• ATHLETICS<ul style="list-style-type: none"><li>❖ Sprint (100m),</li><li>❖ Sprint (200m),</li><li>❖ Sprint (800m),</li><li>❖ Spoon-Marble Race (50m),</li><li>❖ Discus Throw,</li><li>❖ Shot Put,</li><li>❖ Javelin Throw</li><li>❖ Tug of War</li></ul></li></ul>

- 5. Name of Convener:** Mr. Pinaky Bhadury & Mr. Subhajit Roy

**6. Proposed Budget:**

<b>Sr. No.</b>	<b>Particulars with Justification</b>	<b>Rate(INR)</b>	<b>Total(INR)</b>
1.	Lime 20 Kgs	480	480
2.	Official Chess (01 persons)		1500
3.	Official Badminton (02 persons)		2000
4.	Official Basketball (01 person)		2500
5.	Official Athletics (06persons)		4000
6.	Official Volleyball (02 persons)		2000
7.	Official (Breakfast/lunch) + Drinking water		3000
8.	Trophy & Medal with Printing		17000
9.	Certificate printing (100pc @15)		1500
10.	Preparation of Ground		500
11.	Food for Committee members (one Day)		4500
12.	Volini Spray (02 pc)	175	350
13.	Glucon-D (1 KG)	150	150
14.	8 No. Drinking water jar for students	50	400
15.	300pc Disposal water Glass	2	600
16.	Athletics tent		4000
17.	Garden Umbrella (3 Nos.)	100	300
18.	Sound System for Athletics		800

**Proposed Grand Total: 45580/- (INR)**

Name and Signature of Project Manager

Name and Signature of Jt. Convener

Name and Signature of Accounts Officer

Name and Signature of Jt. Convener

Name and Signature of Administrator, SIT

Signature of Principal, SIT