

राष्ट्रीय आदिवासी छात्र शिक्षा समिति

(जनजातीय कार्य मंत्रालय के अंतर्गत
एक स्वायत्त संस्थान, भारत सरकार)
भू-तल, गेट नंबर-3ए, जीवन तारा बिल्डिंग,
संसद मार्ग, नई दिल्ली-110001
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National Education Society for Tribal Students

(An Autonomous Organization under
Ministry of Tribal Affairs, Govt. of India)
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NESTS/Finance/EMRSSocietiesFinance/160/2021-22

Date: 01.05.2025

To,

Secretary/Commissioner/Member Secretary/Director,
State EMRS Societies.

Subject: Issuance of detailed guidelines (Revised) on recurring cost of EMRSs for the FY 2024-25 and FY 2025-26 (01.04.2024 onwards)-reg.

Sir,

With reference to the subject cited above, the National Education Society for Tribal Students (NESTS) is hereby issuing the revised guidelines on recurring expenditure for Eklavya Model Residential Schools (EMRSs) for the financial years 2024-25 and 2025-26. These revised guidelines, effective from 01.04.2024, aim to ensure the smooth and efficient functioning of EMRSs across the country.

2. The guidelines are accompanied by a **Schedule of Power (SoP) for Principals**, along with a model price list, to provide clarity on permissible items of expenditure and accountability mechanisms. These guidelines are to be strictly followed by all EMRSs under your jurisdiction to maintain uniformity and transparency in fund utilization.
3. Further, NESTS has issued a letter dated 22.04.2025 regarding the streamlining of the fund release process to EMRSs through the respective State Societies. Therefore, it is once again reiterated that the recurring funds meant for students are to be released by the State Societies to the concerned EMRSs **within seven (7) days** from the date of receiving funds from NESTS HQ in reference of NESTS circular no. NESTS/Finance/EMRSSocietiesFinance/160/2021-22 dated 22.04.2025. This process shall **not require any separate approval** at the State level.
4. In addition, the State EMRS Societies may request advance funds for newly functional EMRSs expected to commence operations in the upcoming financial year. This advance may be based on estimated expenditure for up to 30 students for a period of three months. Such advances will be adjusted against the subsequent financial year's fund allocation.
5. You are requested to disseminate these revised guidelines and associated documents to all EMRSs and ensure compliance.

This issues with the approval of the competent authority.

Enclosures:

- i. Revised Guidelines on Recurring Expenditure for FY 2024-25 and 2025-26
- ii. Standard Operating Procedure (SoP) for Principals
- iii. Model Price List

Yours faithfully,



(Gaurav Pawar)

Deputy Commissioner (Finance)

Copy to:

1. State Nodal Officer, EMRS Societies.
2. PS to Commissioner, NESTS

Breakup of recurring cost for EMRS (01.04.2024 onwards)

| S. No. | Component | Maximum permissible Annual Expenditure per student (w.e.f. 01.04.2024) | Maximum permissible Annual Expenditure per student (w.e.f. 01.04.2025) | Remarks |
|--------|--|--|--|---|
| 1 | <u>Staff Salary:</u> | | | This includes the salary of staff (teaching/non-teaching) including allowances and reimbursement to staff. Salary on contractual staff/guest faculty appointed against sanctioned posts |
| | i. Salary to staff including NPS Share | 73,879 | 77,572 | |
| | ii. Other payments to staff (TA, TTA, Medical, LTC, Retirement dues etc & other salary related payments) | 1,541 | 1,619 | |
| | Sub-total | 75,420 | 79,191 | |
| 2 | Direct Expenditure on Students | 33,305 | 34,971 | Includes expenditure towards Mess Expenditure, Uniform, Text Books, Daily use and Toilet Items, Medical Expenses, CBSE Fees, School Bag etc. |
| 3 | (a) Operational Expenditure and Co- Curricular Activities | 18,732 | 20,017 | Includes expenses towards: a. Water & Electricity b. Misc. (Postage, Telephone, Office Stationery, Repair of Furniture, Equipment, TA/DA on official duties etc.) c. Maintenance of Computer Labs d. Maintenance & Repair of Buildings e. Conduct of Admission Test f. Contingencies etc. |
| | (b) Maintenance & Repair of Buildings. | 7,000 | 7,000 | |
| | Sub-total | 25,732 | 27,017 | |
| 4 | Administrative Expense of State Society | 2,675 | 2,809 | The Society will be eligible for administrative expenses, as per their requirement not more than 1.91% of maximum permissible annual expenditure per student. |
| 5 | Capital Expenditure | 2,927 | 3,074 | This amount shall be made available to EMRS through State EMRS Societies by NESTS on submission of detailed plan & GAP analysis by the State Society. |
| | Grand Total | 1,40,059 | 1,47,062 | |

NOTE: State/UTs EMRS societies shall be released grants/funds by NESTS (head-wise) proportionately as per student's strength in MIS portal of NESTS.

Detailed Guidelines for the F.Y. 2024-25 & 2025-26 for recurring cost for EMRS

Detailed guidelines for expenditure under Major Components:

I. Staff Salary

Expenditure on staff salaries of teaching/non-teaching members will be met from this head. It will also include any regular pay, arrears (if any) allowances etc. State Society may please ensure that the **salary component should not be transferred/diverted** to any other component/head of recurring costs.

Salary/consolidated remuneration paid to the Guest Faculty/contractual/outourcing staff, deployed against sanctioned strength of 52 staff will be done from this head. Salary component may be utilized as per overall ceiling in the component.

II. Direct Expenditure on Students

Funds for direct expenditures on students for mess and other activities will be released by NESTS to the concerned state EMRS society and state society shall ensure to utilize the fund as under.

Detailed breakup is given as under:

| S.No. | Sub-Component | Total annual Expenditure per student for the FY 2024-25 | Total annual Expenditure per student for the FY 2025-26 | Remarks |
|-------|--|---|---|---|
| 1 | Mess Expenditure | 24,075 | 25,279 | For any clarifications JNVs norms may be referred subject to budget availability. |
| 2 | Uniform | 3,465 | 3,638 | |
| 3 | Text Books | 735 | 772 | |
| 4 | Toilet Items | 1,386 | 1,455 | |
| 5 | Students Misc. Items (Medical expenses on students, CBSE fee, Students stationery, School bags, etc) | 3,644 | 3,826 | |
| | Total | 33,305 | 34,971 | |

Note: Procurement of food articles, raw material, food tenders, manpower (other than sanctioned staff), fuel charges etc. are to done from mess expenditures.

- Books shall be procured by the Principal of concerned EMRSs through NCERT after availing applicable discounts on the books, Customized bidding on GeM or with competitive pricing through NCERT empanelled dealers.
- Principal may constitute an internal committee of atleast five member for procurement of books in which Principal will be the Chairperson of the Committee with a representative from the concerned DC office.

III. Operational Expenditure & Co- Curricular Activities

Under this head the following expenditures shall be done in general:

- Water & Electricity charges of the school
- Payment to outsource Staff (other than sanctioned posts) for Security Guards, Cleaning Staff & Gardner, Plumber cum electrician etc.
- Hiring of vehicle (Transportation of Goods/Students, Medical emergency, official purpose), Purchase of fuels for genset and operation of other machines etc.
- Housekeeping & Horticulture/beautification related expenditures
- Misc. Office Expenses viz. Stationery, Hospitality, Newspapers/Magazines, Internet/broadband/Telephone, Postage, T.V/Dish Charges etc
- Conduct of Admission Test
- Purchase of different items/appliances/software for disabled students for their accessibility need
- Maintenance and Repair (including AMC, CAMC) of Building, whitewashing/painting – Maximum permissible limit shall be **Rs. 33.60 lakhs** only for schools running more than 5 years (irrespective of student's strength.)
- Operation and Maintenance of pipelines, motors, fixtures & fittings, furniture, machines & equipment (Computer lab & electrical items).
- Expenditures on Sports and cultural activities including consumable and related exp.
- Lab consumables and other related expenditures
- TA/DA claims of the Staff members on official duties
- Expenditures on Office automation
- Purchase of software etc upto Rs. 10,000
- Contingencies etc.

Expenditure on Academic & Co- Curricular Activities

- Conduct of NCC/Scouts & Guides Activities,
- Professional Development of Teachers;
- Setting up of Tribal Culture Corner;
- Introduction of Vocational Courses;
- Other Activities (Pace setting activity, art & culture workshop, development of resource room, etc.)
- Competitive Examination Coaching (online/offline) etc
- TA/DA of the Students on academic/sports/cultural events/tours.
- Any other relevant activities.

IV Non-recurring/Capital Items Expenditure

Funds under this head may be made available to the State Societies as per demand and they will release funds to the schools maximum upto Rs. 14.75 lacs per school per year may be released to State Societies. The demand will be based on proposals received from the schools after taking approval of their competent authority i.e. Commissioner or equivalent for the following items:

- Purchase of library books & related expenses
- Development of Sports Infrastructures, Sports Equipment/facilities etc.
- Laboratory Equipment and related items
- Equipment (Fire Extinguisher, CCTV Camera, Inverter, Intercom, ROs, water cooler machines, & Heaters, Washing Machines etc.)
- Items for Lab/ Smart Classes (Non-consumable - purchase of Hardware, etc.)
- Furniture (For School & Hostel etc.) includes Bed and Mattress etc.
- Office Equipment, Computers, Laptops etc.
- Internet Lease line
- Any other Capital nature items

V Administrative expense of State Society

Expenditure under this head generally be utilized for administrative and establishment expenses of the state societies. However, societies may utilize:

- Provide Free meal facilities to the entitled staff in EMRSs to HMs, Principal, Vice-Principal, Staff Nurse and Hostel Wardens and free lunch to all teachers were approved maximum Rs. 20,000/- per school per month (maximum upto Rs. 2.00 lacs per school per annum)
- Hiring of staff on need basis on contract/outsourcing basis for management of EMRSs as per due procedure
- Any surplus with the society in this head may be utilized for common nature of facilities or expenditure for the schools.
- Expenditures for conduct of state/zonal level programmes including transportation etc.
- Any other activities on need basis from the surplus under this head may be used for items not covered under any other heads of recurring expenditures.
- Any other activity as per discretion of State Society for utilization in the scheme subject to availability of funds.

Points to be noted:

- The above bifurcation is for 480 students and same shall be reduced proportionately for less number of students for each head.
- Utilization of funds **within component** (i.e. sub-items within component) as per these guidelines may be done with the permission of State Societies subject to ceiling of fund allocation in the respective component.
- The State EMRS Society may request funds for upcoming EMRSs that are expected to become operational in the next financial year, based on an estimated expenditure for up to 30 students for a maximum period of three months. This advance shall be adjusted against the fund demand for the following financial year.
- All Principals and Accountants of EMRSs shall ensure to maintain component-wise and sub component-wise expenditure details for expenditure control management.
- Concerned EMRSs are directed to open the EMRS bank account with any nearest nationalized bank only.
- Students shall be allowed TA in maximum 3rd A/C or ordinary public bus. In exceptional circumstances prior permission of the NESTS is required. DA @ the following rates:
 - Rs. 450/- per day for period of more than 12 hours
 - Rs. 300/- per day for duration of 6-12 hours.
 - No DA for less than 6 hours.
- Principals will be responsible for utilization of funds as per applicable rules of Central Governments and guidelines, orders, directions issued by NESTS from time to time.
- Two signing Authority for the purpose of expenditures from PFMS/Bank Accounts as the case may be, will be as under:
 1. First signatory(DDO): Principal/In-charge Principal (in case regular post of Principal is vacant)
 2. Second signatory: Senior most PGT in the EMRS

Note: For smooth functioning of the payments, and expedite the expenditure process in EMRSs 3-4 PGTs (in order of seniority) may be assigned duties as signing authority. In case, of absence/leave of PGT, next available signing authority in order of seniority will perform duties of signing authority.

- All societies/schools shall register on the **Government E-Marketplace (GeM) Portal** and ensure procurement of goods and services through the portal as per the GFR norms.
- **Purchase Advisory Sub-Committee (PASC):**

A Purchase Advisory Sub-Committee shall be constituted in each EMRS consisting of the following Members:

- I. Principal/In-charge Principal (in case regular post of Principal is vacant)- Chairperson
- II. Nominee of the Chairperson – Member

- III. District Education Officer-Member
- IV. Vice Principal senior most teacher of the concerned EMRS- Member
- V. One member of the District Level Committee-Member

- **The Meeting of the PASC shall be conducted in the concerned EMRSs only.**
 - Quorum of the meeting shall be minimum three members of the Committee.
 - Committee may hold as many as meetings required for functioning of the EMRSs. However, minimum one meeting in each quarter should be held of PASC.
 - Role of the Committee will be to discuss procurement matters of Goods and Services in the concerned EMRSs. It will decide the mode of procurement in the EMRS as per the Central Government Rules and following the normal purchase procedure.
- NESTS will reserve the right to use the grants/funds from any of the above heads for conducting any activity at central level after approval of the commissioner, NESTS.
 - The State/UT EMRS Society/Schools will monitor the quality of food, maintenance of schools and facilities provided to the students and other items on regular basis and submit report to NESTS on yearly basis or as and when required.
 - State/UT EMRS Societies has to ensure that the schools under their jurisdiction should comply with the above norms of recurring cost. However, NESTS/MoTA officials may review/inspect/monitor the schools for compliance of above guidelines and may seek report from State/UT EMRS Society from time to time.
 - The recurring cost guideline 2024-25 & 2025-26 will be implemented to the State/UT Society who signed MoU with NESTS and Rs 61,500/- per student p.a. in States/UT Society who have not signed MoU with NESTS.
 - Funds to the State Societies/EMRSs shall be released based on Students data registered as per **MIS portal of NESTS**. State Societies and concerned Principals shall ensure to register the correct number of students on MIS portal.
 - In 1st week of April in the beginning of financial year, the schools will submit the details of grant/funds requirement to the NESTS through State/UT EMRS Society. The society shall consolidate (by adding administrative expenses of society in fund demand received from all schools) and shall submit the grant/fund requirement to NESTS latest by 2nd week of April each year alongwith Utilization Certificate. The maximum permissible cost is based on a school with 480 students and running till 12th standard. Schools running at lesser capacity and not till 12th standard shall be eligible for recurring cost based on the total enrollment in the schools updated on MIS portal.
 - Funds will be released by the NESTS to the concerned State/UT EMRS Society and funds meant for students should be released by the state society to EMRSs, within 7 days of release from NESTS HQ, without any separate approval. Concerned EMRSs are requested to ensure that grants/funds are utilized as per above norms for their smooth functioning and prepare monthly expenditure statement to the NESTS.
 - The State/UT EMRS Society may ensure that **Audited UC and Audited Annual Accounts of Society** may be submitted to the NESTS by October of the respective finance years for release of second instalment of recurring cost.

- Interest earned (if any) against the funds released to the State Societies/EMRSs should be deposited in the **Consolidated funds of India** as per the following time schedule:

| Interest period | Depositing Time line |
|--|---|
| For Interest earned for first three quarters of F.Y. (April to December) | By following 31 st March of the F.Y. |
| For Interest earned for last quarter of F.Y. (Jan to March) | By following 30 th June, of the F.Y. |

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Schedule of Power (SoP) for the Principals of EMRSs

Schedule of Power (SoP) for the Principals, detailed in the attached Annexure to this Appendix, are implemented with immediate effect for smooth functioning of the EMRSs in the States, subject to the following conditions:

1. Funds are available for meeting the expenditure.
2. The purchases are made strictly in conformity with the orders issued by the NESTS.
3. The purchase should not be split up so as to avoid the necessity for obtaining the sanction of the higher authority. It is not also permissible to split up an expenditure, which, on the whole, requires the approval of higher authority.
4. Expenditure should be incurred with the regard to broad and general principles of financial propriety, viz.:
 - (a) Excepting in cases where otherwise permitted, the expenditure should not prima facie be more than the occasion demands. Every official of the NESTS is expected to exercise the same vigilance in respect of expenditure authorized/incurred by him as a person of ordinary prudence would exercise in respect of expenditure of his own money.
 - (b) No authority would sanctioning expenditure to pass an order which will be directly or indirectly to his own personal benefit or advantage. One's benefit will include benefit to family members.
 - (c) The funds are not to be utilized for the benefit of individuals or only some of the students/teachers except in pursuance of a recognized policy or for specifically approved purpose.
 - (d) All doubtful cases should be referred to the NESTS for orders prior to incurring the expenditure.
 - (e) Rush of expenditure at the close of the year with a view to spend the funds should, as an absolute rule, be avoided.
 - (f) In keeping with the urgent need for economy, strict regard should be paid to avoiding any expensive item where a cheaper one would serve the same or more or less than same purpose.
 - (g) Provisions of GFR 2017 shall be strictly followed and GeM platform should be used for procurement of articles and services.
5. The expenditure should strictly conform to the standards, scales, limitation etc., as laid down by the NESTS if any.

Other General Principles

6. These SoPs are to be implemented only by the Principal (Principal I/C, if the post of Principal is vacant) and are not to be implemented to any one else. In cases of long absence of the Principal on leave, etc., the SoP may be implemented by the I/c Principal in temporary or ad-hoc charge.
 7. Where annual limits are prescribed are to be utilized in relation to each financial year, i.e., 1st April to 31st March. In order to ensure that the limits are not exceeded, progressive total of the same nature or category should be struck on the vouchers.
 8. These SoPs are to be implemented in respect of his own schools only.
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Schedule of Power (SoP) for utilization of funds by the Principal of EMRSs

| <i>Sl. No.</i> | <i>Nature of Items</i> | <i>Utilization SoP</i> |
|----------------|---|---|
| (a) | For items specified below: | |
| 1. | Payment of Salaries and Allowances | Full limit as per applicable pay and allowances to all staff including self |
| 2. | Conveyance Hire | Full limit as per Govt. of India instructions/NESTS directions time to time |
| 3. | Electric, gas and water charges | Full limit |
| 4. | Fire protection | Rs. 10000/- per annum |
| 5. | Repairs of Instruments equipment and apparatus (other than furniture) | Full limit subject to availability of funds |
| 6. | Municipal Rates and taxes | <p>Full limit, subject to the conditions mentioned below:</p> <p>If the rates and taxes are payable for a group of buildings some of which are not occupied by the school, only proportionate charges based on the accommodation actually occupied by the school shall be paid.</p> <p>Note: Full justification is to be given in each case wherein demurrage is incurred due to no fault of any employee.</p> |
| 7. | Advertisement charges | <p>Rs. 15000/- in each case subject to Maximum of Rs. 50,000/- p.a. This is further subject to the following conditions:</p> <p>Advertisement for posts duly sanctioned and which are vacant should be given in only three leading newspapers in the region. The advertisements for vacancies should, as far as possible, be planned well ahead and consolidated in respect of all EMRSs in the neighborhood and in one or two batches and the total expenditure in the year should not</p> |

| | |
|--|--|
| | exceed Rs. 5,000/- (Centralized notification by State Society is preferred to minimize expenditure) |
| 8. Legal Charges | Except for emergent conditions, as per the prior approval of the State Society/Regional Offices/NESTS HQ. for payment made according to authorized schedule of charges notified by Govt. of India. |
| 9. Liveries and Uniforms to eligible staff | Full limit subject to the eligibility for the different classes of stations scale and periodicity of supply in accordance with Government of India instructions and NESTS. |
| 10. Repair of Furniture | Upto Rs. 2,50,000/- per annum subject to Maximum of Rs.50,000/- each occasion |
| 11. Repair and Maintenance of School Building (minor) | Upto Rs. 2,50,000/- per annum, subject to following due procedure as per GFR |
| 12. (i) Postal and telegraph charges | Full limit |
| (ii) Installation of telephone/Internet & payment of charges | Full limit for one telephone in the EMRS and Internet Connection |
| 13. Purchase of items for use in the following GFR 2017 | Full limit as per norms fixed by the School NESTS for incurring expenditure on These items subject to availability of funds and actual requirement. |
| (i) Articles for use/consumption in mess- | Implementation of these SoPs is further subject to following proper purchases procedures and other codal formalities prescribed by the NESTS from time to time |
| (ii) Furniture | |
| (iii) Uniforms | |
| (iv) Text books & stationery | |
| (v) Bedding items | |
| (vi) Toilet articles | |
| (vii) Any other students related items | |
| 14. Procurement under Capital Component | Upto Rs. 2,00,000/- each lab total upto Rs. 10.00 lacs per annum on each occasion |

| | |
|---|--|
| | of recurring grant subject to following GFR provisions. Beyond Rs. 10.00 lacs with prior approval of State Society/RO. |
| 15. Hostel – personnel for Kitchen & Hostel, through outsourcing basis on need basis. | Full limit as per norms and procedures decided by NESTS |
| 16. Appointment of staff on Faculty basis upto PGTs | Full limit for period not exceeding Guest Academic Session subject to Intimation of State Society/RO |
| 17. Printing/Publication & Stationary items for office use | Rs. 1,00,000/- per annum |
| 18. Books and Note books | Full limit subject to actual requirement |
| 19. Fixing the allowances of student's expenditure when they are taken out for sports games, etc. | Full limit subject to the rates approved by the NESTS. |
| 20. Medical Expenditure on the Students | Full limit in case of treatment in private hospitals in emergent conditions subject to post facto approval from State Society/RO. Full limit in other cases. |
| 21. Grant of advances on TA/LTC/Medical | Full limit for all staff except self |
| 22. To act as a DDO | Full limit |
| 23. To sanction Expenditure on Medical TA/LTC/CEA etc. | Full limit for all staff except self, subject to directions issued by NESTS time to time |
| (b) For items not specified above | Rs. 25,000/- each occasion subject to Rs. 2,00,000/- per annum |

Note:

1. Items which are not covered above, SoP shall be vested with the State Society/RO for management and maintenance of EMRSs.
 2. In case, any clarification matter may be referred to the NESTS through State Society/RO
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NATIONAL EDUCATION SOCIETY FOR TRIBAL STUDENTS, NEW DELHI

Model Price list for items to be issued to students in EMRSs

| S. NO. | Name of items | Frequency | For Boys | | | For Girls | | | Remarks |
|--------|---|---------------------|----------|------|--------------|-----------|------|--------------|---|
| | | | Unit | Rate | Total | Unit | Rate | Total | |
| | Uniform | | | | | | | | |
| 1 | Full Pants.(as per colour scheme) | Yearly | 2 | 400 | 800 | | | | |
| 2 | Full sleeve Shirt(as per colour scheme) | Yearly | 2 | 250 | 500 | | | | |
| 3 | Tie | Yearly | 1 | 50 | 50 | | | | |
| 4 | Sweater full sleeves | Yearly | 1 | 250 | 250 | 1 | 250 | 250 | As per the climatic condition on need basis |
| 5 | Blazer | Yearly | 1 | 600 | 600 | 1 | 600 | 600 | |
| 6 | Track Suit(House Colour) | Yearly | 1 | 500 | 500 | 1 | 500 | 500 | |
| 7 | House T- Shirt (Sports) (House Colour) | Yearly | 1 | 200 | 200 | 1 | 200 | 200 | |
| 8 | Sports Half pant (as per colour scheme) | Yearly | 1 | 100 | 100 | 1 | 100 | 100 | |
| 9 | Socks (as per colour scheme) | Yearly | 3 | 40 | 120 | 3 | 40 | 120 | |
| 10 | Belt with monogram Buckle | Yearly | 1 | 100 | 100 | 1 | 100 | 100 | Only if skirt is provided upto class VIII |
| 11 | School shoes (Black) | Yearly | 1 | 300 | 300 | 1 | 300 | 300 | |
| 12 | Sports Shoes (White) | Yearly | 1 | 300 | 300 | 1 | 300 | 300 | |
| 13 | Woolen Cap(as per colour scheme) | Yearly | 1 | 70 | 70 | 1 | 70 | 70 | |
| 14 | Kurta (As per colour Scheme) | Yearly | | | | 2 | 250 | 500 | Shirt , if skirt is issued |
| 15 | Salwar (As per colour Scheme) | Yearly | | | | 2 | 200 | 400 | |
| 16 | Waist coat/ Dupatta (As per colour Scheme) | Yearly | | | | 2 | 50 | 100 | |
| 17 | House Colour Ribbon | Yearly | | | | 2 | 20 | 40 | |
| | | TOTAL: | | | 3,890 | | | 3,580 | |
| | Stationary | | | | | | | | |
| 1 | Note books A4 size 160 pages Minimum Quantity | Yearly | 12 | 45 | 540 | 12 | 45 | 540 | |
| 2 | Gel /Ink Pen (Minimum Quantity) | Yearly | 10 | 5 | 50 | 10 | 5 | 50 | |
| 3 | Pencil Minimum Quantity | Yearly | 10 | 3 | 30 | 10 | 3 | 30 | |
| 4 | Geometry Box | Yearly | 1 | 50 | 50 | 1 | 50 | 50 | |
| 5 | Atlas | Yearly | 1 | 100 | 100 | 1 | 100 | 100 | |
| 6 | Map for practice | Monthly as per need | 1 | 50 | 50 | 1 | 50 | 50 | |
| 7 | Eraser | Yearly | 5 | 2 | 10 | 5 | 2 | 10 | |
| 8 | Graph notebook | Yearly | 1 | 30 | 30 | 1 | 30 | 30 | |

Model Price list for items to be issued to students in EMRSs

| S. NO. | Name of items | Frequency | For Boys | | | For Girls | | | Remarks |
|--------|---|------------------------|----------|------|--------------|-----------|------|--------------|---------------------------------|
| | | | Unit | Rate | Total | Unit | Rate | Total | |
| 9 | Drawing Book | Yearly | 1 | 50 | 50 | 1 | 50 | 50 | |
| 10 | Water colour/ colour pencil/ crayon | Yearly | 1 | 100 | 100 | 1 | 100 | 100 | |
| 11 | Practical Notebook | Yearly | 1 | 50 | 50 | 1 | 50 | 50 | |
| 12 | Activity Book | Yearly | 1 | 50 | 50 | 1 | 50 | 50 | |
| 13 | Scale | Yearly | 1 | 10 | 10 | 1 | 10 | 10 | |
| 14 | Identity Card | Yearly | 1 | 50 | 50 | 1 | 50 | 50 | |
| 15 | School Diary | Yearly | 1 | 70 | 70 | 1 | 70 | 70 | |
| 16 | Books | Yearly | 1 | 735 | 735 | 1 | 735 | 735 | |
| | | TOTAL: | | | 1,975 | | | 1,975 | |
| | Utensils | | | | | | | | |
| 1 | Stainless Steel Plate with 05 compartment | Yearly | 1 | 200 | 200 | 1 | 200 | 200 | |
| 2 | Steel glass | Yearly | 1 | 30 | 30 | 1 | 30 | 30 | |
| 3 | Steel Spoon | Yearly | 1 | 10 | 10 | 1 | 10 | 10 | |
| 4 | Steel Bowl | Yearly | 1 | 20 | 20 | 1 | 20 | 20 | |
| 5 | Plastic bucket and Mug | Yearly | 1 | 120 | 120 | 1 | 120 | 120 | Subject to availability of fund |
| | | TOTAL: | | | 380 | | | 380 | |
| | Daily Use items | | | | | | | | |
| 1 | Bathing soap(75 gm) Branded . | Monthly (10 months) | 2 | 20 | 400 | 2 | 20 | 400 | |
| 2 | Washing Soap(100 g) Branded | Monthly (10 months) | 3 | 10 | 300 | 3 | 10 | 300 | |
| 3 | Tooth Paste 50 gm Branded. | Monthly (10 months) | 1 | 20 | 200 | 1 | 20 | 200 | |
| 4 | Tongue Cleaner- Steel | Yearly | 1 | 20 | 20 | 1 | 20 | 20 | |
| 5 | Tooth Brush branded. | Monthly (10 months) | 1 | 15 | 150 | 1 | 15 | 150 | |
| 6 | Shoe Polish Branded | Bi Monthly (10 months) | 1 | 30 | 150 | 1 | 30 | 150 | |
| 7 | Shoe Brush | Yearly | 1 | 60 | 60 | 1 | 60 | 60 | |
| 8 | Hair Cutting . | Monthly (10 months) | 1 | 40 | 400 | 1 | 40 | 400 | |
| 9 | Sanitary Napkin for girls.Branded. | Monthly (10 months) | | | | 1 | 50 | 500 | |
| 10 | Hair oil (50 ml) Branded | Monthly (10 months) | 1 | 15 | 150 | 1 | 15 | 150 | |
| 11 | Shampoo 1 bottle 30ml branded. | Monthly (10 months) | 1 | 40 | 400 | | | | |
| 12 | Shampoo 1 bottle 50 ml branded. | Monthly (10 months) | | | | 1 | 50 | 500 | |
| | | TOTAL: | | | 2,230 | | | 2,830 | |
| | Bedding items | | | | | | | | |

Model Price list for items to be issued to students in EMRSs

| S. NO. | Name of items | Frequency | For Boys | | | For Girls | | | Remarks |
|--------|--|--|----------|-------|---------------|-----------|-------|---------------|---|
| | | | Unit | Rate | Total | Unit | Rate | Total | |
| 1 | Quilt 3kg Cotton with cover /Blanket with cover (Standard - 8' X 4') | On Joining (in Class VI / through Lateral Entry) | 1 | 800 | 800 | 1 | 800 | 800 | As per the climatic condition on need basis |
| 2 | Coir mattress 6feet *3 feet. 3 inch coir and 1 inch foam. | On Joining (in Class VI / through Lateral Entry) | 1 | 2,500 | 2,500 | 1 | 2,500 | 2,500 | |
| | Bed sheet (Chadar) | Yearly | 1 | 150 | 150 | 1 | 150 | 150 | |
| 3 | Bed sheet | Yearly | 1 | 170 | 170 | 1 | 170 | 170 | |
| 4 | Pillow | Yearly | 1 | 150 | 150 | 1 | 150 | 150 | |
| 5 | Pillow cover | Yearly | 2 | 40 | 80 | 2 | 40 | 80 | |
| 6 | Mosquitoes Net | Yearly | 1 | 180 | 180 | 1 | 180 | 180 | |
| 7 | School Bag | Yearly | 1 | 350 | 350 | 1 | 350 | 350 | |
| 8 | Towel (good quality) | Yearly | 2 | 120 | 240 | 2 | 120 | 240 | |
| | | TOTAL: | | | 4,620 | | | 4,620 | |
| | | G.TOTAL: | | | 13,095 | | | 13,385 | |

Note: The above price list is illustrative, however concerned Principals may take decision on itemwise, rates of afore-said items on case to case basis and subject to overall ceiling of the funds under direct expenditures on students.