

## Guidelines for Reservation of Rooms at Banga Bhawan, New Delhi

For Room Reservation in Banga Bhawan at 3, Hailey Road  
and  
West Bengal Guest House (Banga Bhawan-II) at 2, Pt. Uma Shankar Dikshit Marg, New Delhi

### Application to be send preferably by email or fax:

To  
The Deputy Secretary (Admin),  
Common Service Branch,  
Public Works Department,  
Writers' Building, Kolkata 700001,  
Tel.: 033-22544164  
Fax: 033-22141034  
Email: bangabhawan@gmail.com

### Documents to be submitted:

- Signed Copy of Application with details of companions (mentioning desire period of stay with Check-in & Check-out time)
- Copy of Photo Identity Card (Self Attested)
- Govt. Employee's departmental Identity Card (Self Attested)
- Purpose of Visit: – Official/ Personal or other purpose.
- Valid Mobile Number & Email ID.

Please Contact during office hour after sending the application by email/ fax:

### Phone No. 033-22544164

Any Queries Please Dial: 01123721996/ 23013575 (Banga Bhawan, New Delhi)

### Rates of charges for accommodation in Banga Bhawan, 3 Hailey Road, New Delhi

Category	Particulars	Per day, per head / Per bed in double / triple bedded room	Single bedded room per day/per head	Dormitory i.e. four, five, six bedded room per day per head / per bed
(1)	(2)	(3)	(4)	(5)
A	Deputy Speaker/ Advocate General/ High Court Judges/ Member State Planning Board/ M.L.A. & Companion / Companion of Ministers accompanying M.I.C.s and M.O.S.s/ MP & Companion/ State Govt officials/ Officials of W.B. Govt. Undertakings/ Statutory bodies of W.B. (if they are drawing D.A. at State Govt Rates) on Govt. Duty	RS. 100/-	RS. 150/-	Rs. 80/-
B	Central Govt. Officials of this State on official Duty. Officials of Autonomous Inst. Of Govt. viz. University/ WB Board of Secondary Education/WB Council of Higher	Rs. 350/-	Rs. 525/-	Rs. 200/-

	Secondary Education. Retired State Govt. Officials and their spouse(s)/ Pension holder MLAs/MPs and their spouse(s) W.B. Cadre officers on Central Govt. deputation.			
C	Students (on certification by concerned Govt. Aided Institutions/ Interview Candidates (U.P.S.C., R.R.B.) University Research Scholars, Physically Handicapped person. State Govt. officials not on duty and their family members. Assisting companion of freedom fighter.	Rs. 150/-	Rs. 225/-	Rs. 125/-
D	Freedom fighters (Not their descendents or family members)	Rs. 100/-	Rs. 125/-	Rs. 100/-
E	Other not mentioned in the categories from A to D)	Rs. 900/-	Rs. 1000/-	Rs. 500/-

Ref: Notification [No. 521-CS dated 10.10.2012](#)

### **Rates of charges for accommodation in 2, Uma Shanker Dixit Marg, Circular Road, Chanakyapuri, New Delhi**

Cat eg ory	Particulars	Per day, Per room
(1)	(2)	(3)
A	Deputy Speaker/ Advocate General/ High Court Judges/ Member State Planning Board/ M.L.A. & Companion/ Companion of Ministers accompanying M.I.C.s and M.O.S.s/ MP & Companion/ State Govt officials/ Officials of W.B. Govt. Undertakings/ Statutory bodies of W.B. (if they are drawing D.A. at State Govt Rates) on Govt. Duty	RS. 300/-
B	Central Govt. Officials of this State on official Duty. Officials of Autonomous Inst. Of Govt. viz. University/ WB Board of Secondary Education/ WB Council of Higher Secondary Education. Retired State Govt. Officials and their spouse(s)/ Pension holder MLAs/ MPs. and their spouse(s). W.B. Cadre officers on Central Govt. deputation.	Rs. 900/-
C	State Govt. officials not on duty and their family members.	Rs. 600/-
D	Other not mentioned in the categories from A to C)	Rs. 2500/ -

Ref: Notification [No. 520-CS dated 10.10.2012](#)