



स्वभाव स्वच्छता, संस्कार स्वच्छता  
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भारत सरकार  
वाणिज्य एवं उद्योग मंत्रालय  
वाणिज्य विभाग  
तोएडा विशेष आर्थिक क्षेत्र प्राधिकरण  
तोएडा-दादरी रोड, फेज-2  
तोएडा - 201305  
(उत्तर प्रदेश)



स्वभाव स्वच्छता, संस्कार स्वच्छता  
स्टीरी कार्यालय : 8G, 8<sup>th</sup> Floor, Hansalaya Building, 15,  
Barakhambha Road, New Delhi-110001  
पेबसाइट: [www.nsez.gov.in](http://www.nsez.gov.in)

F.No. NSEZA/34/2023

6743  
14/8/2025  
OFFICE ORDER

Dated: 13/08/2025

With the approval of the Competent Authority, following user charges are hereby fixed for use of services of guest house by the respective users, with immediate effect and until further orders:-

- i. Veg Breakfast @ Rs.100/- each.
- ii. Veg Lunch @ Rs.200/- each.
- iii. Veg Dinner @ Rs.200/- each.
- iv. Room charges @ Rs.350/- per day for official tour.
- v. Room charges @ Rs.450/- per day for guests of officers/staff.
- vi. Check-in time on or after 12:00 noon
- vii. Check-out time on or before 12:00 noon the following day of check-in.
- viii. Charges for providing Tea with 02 cookies @ Rs.20/- each and Coffee with 02 cookies @ Rs.30/- each.
- ix. Staff posted in EM Division below the Paylevel-5 will be responsible for day to day account keeping and an staff posted in EM Division above the Paylevel-5 will be responsible for overall supervision and file work of guest house for smooth functioning of guest house.
- x. Further the existing arrangement for providing lunch etc. from guest house during official meetings will continue as per the prevailing practice.

**Copy to:**

1. OSD to Chairman & CEO, NSEZA
2. PA to JDC, NSEZ.
3. All DDCs, NSEZ.
4. Sr. Accounts Officer, NSEZ.
5. All ADCs & Staff Members.
6. Computer Section for uploading on NSEZ Website.

**Rajendra Mohan Kashyap**  
(राजेन्द्र मोहन कश्यप) RAJENDRA MOHAN KASHYAP  
संस्थायक विकास अधिकारी, वित्त विभाग, सरकारी बैंक एवं बैंकिंग  
वाणिज्य एवं उद्योग मंत्रालय/Ministry of Finance and Industries, Bank  
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