

**DR. AKHILESH DAS GUPTA**  
**INSTITUTE OF PROFESSIONAL STUDIES**  
**FC-26, SHASTRI PARK, NEW DELHI (INDIA)**

**OFFICE OF THE DIRECTOR – FINANCE**

ADGIPS/Accounts/Notice/2024-25/0012

May 06<sup>th</sup>, 2024

**ATTN.:** **ALL FACULTIES AND STAFF MEMBERS**  
**SUBJECT:** **OPENING BANK ACCOUNTS IN PUNJAB NATIONAL BANK**

Faculty and Staff Members not having their Saving Bank Account with Punjab National Bank are advised to open their Saving Bank Account with Punjab National Bank for smooth credit of their salaries.

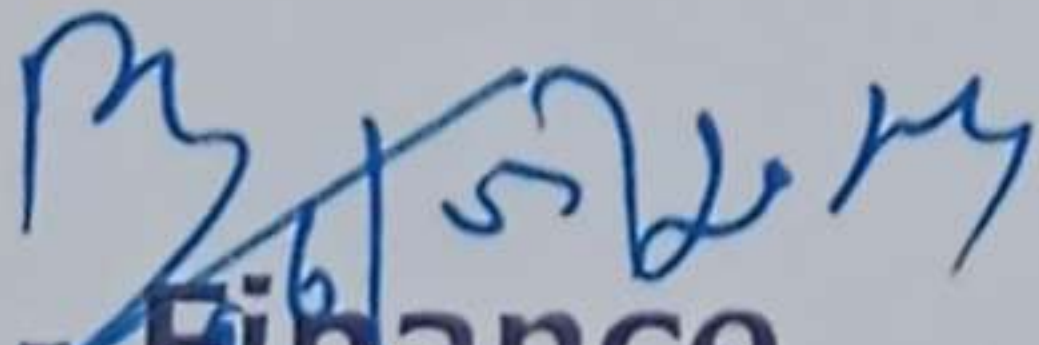
This is to inform all that Punjab National Bank (Dilshad Garden, Delhi Branch) is planning to depute their officials for the banking purpose, specially, for opening Bank Accounts on **May 09<sup>th</sup>, 2024.**

For the purpose, please bring the following documents:

1. 2 Nos. of latest Passport Size Photographs
2. Copy of Aadhar Card
3. Copy of PAN Card
4. Copy of Latest Address Proof  
(Anyone from Passport / Voter ID / Electricity Bill / Water Connection Bill etc.)
5. Copy of Leased Rent Deed (if you belong outside of Delhi)

**YOU ARE ADVISED TO BRING ALL ORIGINALS ALSO FOR VERIFICATION PURPOSE ONLY.**

In case of any assistance, you may contact Sh. Vinay Kumar Shrivastava in our Accounts Department on 9650237802.

  
Director - Finance

**C.C.:** 1. Notice Board  
2. College Website