

**Indian Institute of Technology Bombay**  
**Written Test for the Post of Assistant Registrar**  
**16.01.2025; Time allowed: 120 minutes (2 hours); Maximum marks: 60**

1. No calculator allowed.
2. No negative marking.

**Application ID:**

**Signature:**

**Question-1**

Minimum amount of service required in years to grant Study Leave to Government Servants for higher studies in a subject closely connected to her/his duties is

- [A] 3
- [B] 5
- [C] 2
- [D] 6

**Question-2**

If a Government Servant retires on Superannuation on a closed holiday, she/he will formally relinquish the charge on

- [A] the afternoon of that day itself
- [B] the morning of next working day
- [C] the afternoon of next working day
- [D] the afternoon of previous day

**Question-3**

The current ceiling of basic pay for entitlement of Night Duty Allowance is

- [A] 39900
- [B] 49000
- [C] 43600
- [D] 36500

**Question-4**

The advance payment demanded by firms against fabrication, turnkey or similar other contracts should not exceed

- [A] 30% of the contract values to private firms
- [B] 50% of the contract value to a State or Central Government agency
- [C] amount payable for 4 months under the maintenance contract
- [D] 40% of the contract value to private firms or State of Central Government agencies

**Question-5**

When a pensioner attains the age of 100 years or more, additional quantum in percentage of Basic Pension payable is

- [A] 50
- [B] 75
- [C] 100
- [D] 40

**Question-6**

When a government employee dies while in service, immediate relief given to the family is

- [A] Three months basic pay of the deceased subject to a maximum of Rupees 50,000.
- [B] Rupees 1 Lakh
- [C] Compassionate Grounds appointment within 6 months
- [D] Two months basic pay of the deceased subject to a maximum of Rupees 25,000.

**Question-7**

If a positive integer “n” is divided by 7, the remainder is 2. Which of the numbers in the options yields a remainder of 0, when it is divided by 7?

- [A] n+3
- [B] n+1
- [C] n+2
- [D] n+5

**Question-8**

6 men or 5 women earn Rupees 14820 in two days. How much will 4 women and 6 men earn in one day?

- [A] 13338
- [B] 12820
- [C] 15240
- [D] 10430

**Question-9**

A bag has seven red, four white and three green balls while another bag has five red, six yellow and three blue balls. A bag is selected at random and a ball is drawn out of it. The probability that the ball drawn is red, is

- [A] 1/7
- [B] 3/7
- [C] 2/7
- [D] 6/7

**Question-10**

Ashok leaves his house at 20 minutes to seven in the morning, reaches Kishore’s house in 25 minutes. They finish their breakfast in another 15 minutes and leave for their office which takes another 35 minutes. At what time do they leave Kishore’s house to reach their office?

- [A] 7:40 am
- [B] 7:20 am
- [C] 7:45 am
- [D] 7:55 am

**Question-11**

Standards of Financial Propriety have been referred to in the GFR under which Rule?

- [A] GFR Rule 18
- [B] GFR Rule 19
- [C] GFR Rule 20
- [D] GFR Rule 21

**Question-12**

**The online real-time purchasing technique**, utilised by the procuring entity to select the successful bid, which involves presentation by bidders of successively more favourable bids during a scheduled period of time and automatic evaluation of bids, is

- [A] Proprietary Article Certificate (PAC)
- [B] Limited Tender Enquiry (LTE)
- [C] Across the Table Negotiation
- [D] Electronic Reverse Auctions**

**Question-13**

Under which section Ministry of Micro, Small and Medium Enterprises have notified procurement policy?

- [A] Section 10
- [B] Section 11**
- [C] Section 21
- [D] Section 13

**Question-14**

From the following, which sentence(s) is(are) correct as per General Financial Rules 2017.

1. In the CAPEX Model, Capital expenditures is used by the buyer to straightway purchase goods followed by procurement of consumables, arranging comprehensive maintenance contract after warranty period and finally disposing the product after useful life.
2. In the OPEX model, the Seller provides the goods, maintains it and also provides the consumables as required and finally takes back the goods after useful / contracted life. The expenditure is made by the Buyer in a staggered manner as per the terms and conditions of the contract.

- [A] Sentence 1 is correct
- [B] Sentence 2 is correct
- [C] Both sentences are correct**
- [D] Both sentences are incorrect

**Question-15**

Procurement of NCS (Non-Consulting Service) of value of more than Rs. \_\_\_\_ Crore can be done using QCBS method by following the procedure mandated for Quality Oriented Procurement

- [A] 20 Crore
- [B] 10 Crore**
- [C] 5 Crore
- [D] 8 Crore

**Question-16**

As per which Article of the Constitution of India, the Annual Budget is presented by the finance minister in the Parliament?

- [A] Article 110
- [B] Article 111
- [C] Article 112**
- [D] Article 113

**Question-17**

Normally up to how many years the registration of a Potential Supplier can be valid?

- [A] 01 to 02 Years
- [B] 01 to 03 Years
- [C] 01 to 04 Years
- [D] 01 to 05 Years

**Question-18**

Performance Security of 3 to 10 % value of the **Contact** shall be valid till

- [A] 50 days from the completion of the Contractual obligations
- [B] 60 days from the completion of the Contractual obligations
- [C] 90 days from the completion of the Contractual obligations
- [D] 100 days from the completion of the Contractual obligations

**Question-19**

Non-Consultancy Services are defined when

- [A] Physical and measurable deliverables are the outcome
- [B] Creative and artistic outcomes are shared
- [C] Subjective outcomes are involved
- [D] Periodic knowledge transfer is carried out to the buyer

**Question-20**

A university budget is allocated as follows: 40% for salaries, 25% for research, 15% for administration, and the remaining amount for infrastructure. If the infrastructure budget is Rupees 200 crores, the total budget (in crore Rupees) is

- [A] 800
- [B] 1000
- [C] 1200
- [D] 1500

**Question-21**

All professors at the institute are required to publish research papers. Not all department heads are professors. Which of the following statements must be true?

- [A] All department heads publish research papers
- [B] Some department heads publish research papers
- [C] All those who publish research papers are professors
- [D] Some professors who are not department heads do not publish research papers

**Question-22**

If "EXAMINATION" is coded as "FZBNJOBUIPO," what is the code for "SCHOLAR"?

- [A] TDIPMBS
- [B] TDIPMAS
- [C] TEIPMSS
- [D] TDIPMBT

**Question-23**

Choose the word that is most nearly opposite in meaning to "Ephemeral"

- [A] Boiling
- [B] Condensing
- [C] Permanent
- [D] Precise

**Question-24**

A student scored 75, 82, 90, and 68 on four tests. What score does the student need on the fifth test to achieve an average of 80?

- [A] 80
- [B] 75
- [C] 90
- [D] 85

**Question-25**

In a spreadsheet, you have a column (Column A) with student IDs and another column (Column B) with their corresponding grades. You want to count the number of students who received a grade above 80. Which formula would be most efficient?

- [A] =COUNTIF(B:B,">80")
- [B] =SUMIF(A:A,">80")
- [C] =COUNTA(B:B,">80")
- [D] =COUNTIFS(A:A,"b:b > 80")

**Question-26**

You have data in spreadsheet columns A and B. Column A contains dates, and Column B contains fees received for each date. You want to create a pivot table to show the total fees for each month. Which of the following is the most important first step?

- [A] Selecting only column B
- [B] Sorting the data by column B
- [C] Applying conditional formatting to column B
- [D] Ensuring that the date format in column A is consistently formatted as dates

**Question-27**

You are collaborating on a document in Google Docs with several colleagues. You want to make a change to a specific sentence without directly editing the original text. What is the most efficient way to do this while ensuring your edit is clearly visible to other collaborators without removing the original text?

- [A] Make the change, and ask your collaborators to use 'Revision history'
- [B] Use 'Suggesting mode'
- [C] Insert a comment at the beginning of the document mentioning where you made the change
- [D] Insert a comment at the end of the document mentioning where you made the change

**Question-28**

Arun, Bala, Chinni, Durga, and Ezhil are sitting in a row facing you. Bala is between Arun and Chinni. Only Durga is at the extreme right end. Ezhil is not adjacent to Chinni. Ezhil is not in the extreme left. Who is sitting to the immediate right of Arun?

- [A] Chinni
- [B] Durga
- [C] Ezhil
- [D] Bala

**Question-29**

Recently, Ministry of Jal Shakti signed an agreement with which institute for the establishment of an International Centre of Excellence for Dams?

- [A] IIT Kanpur
- [B] IIM Ahmedabad
- [C] IISc Bangalore
- [D] IIT Bombay

**Question-30**

Which if the following states do not have an IIT?

- [A] Chhattisgarh
- [B] Kerala
- [C] Haryana
- [D] Andhra Pradesh

**Question-31**

Which ministry has consistently ranked amongst the 10 top ministries in Grievance Redressal Assessment Index (GRAI) for 2023-2024?

- [A] Ministry of Home Affairs
- [B] Ministry of Corporate Affairs
- [C] Ministry of Agriculture
- [D] Ministry of Rural Development

**Question-32**

Which of the following organizations is responsible for accrediting the institutions of higher education in India?

- [A] University Grants Commission (UGC)
- [B] All India Council for Technical Education (AICTE)
- [C] National Assessment and Accreditation Council (NAAC)
- [D] National Board of Accreditation (NBA)

**Question-33**

Which of these is a non-profit domain?

- [A] .com
- [B] .org
- [C] .in
- [D] All of the above

**Question-34**

Open market operations for sale and purchase of government bonds are conducted by

- [A] Ministry of Finance
- [B] State Bank of India
- [C] Reserve Bank of India
- [D] Commerce Ministry

**Question-35**

What is the rate of family pension payable to the family of a government servant who dies while in service after having rendered not less than 7 years' continuous service?

- [A] 30% of the last pay drawn
- [B] 40% of the last pay drawn
- [C] 50% of the last pay drawn
- [D] 50% of the last pay drawn or one and half a times the normal family pension, whichever is less

**Question-36**

Cases involving material loss or destruction of Government property as a result of fire, theft, fraud, etc., shall be invariably reported to the Police for investigation as early as possible where value of loss exceeds Rupees

- [A] 10000
- [B] 25000
- [C] 50000
- [D] 100000

**Question-37**

A meaningful word starting with A is made from the first, the second, the fourth, the fifth, and the sixth letters of the word **CONTRACT**. Which of the following is the middle letter of that word? (130)

- [A] C
- [B] O
- [C] R
- [D] T

**Question-38**

The CORRECT statement about eligibility of LTC is

- [A] The employee can avail after six months of joining
- [B] The employee can avail with one year of continuous service on the date of journey
- [C] An official appointed on or after 1-1-2025 will be eligible for the two-year block 2024-2025
- [D] When both husband and wife are central government employees, only one can declare hometown for LTC

**Question-39**

Choose correct statement about Casual Leave

- [A] Casual Leave can be combined with Special Casual Leave
- [B] LTC can be availed during Casual Leave
- [C] Casual Leave can be taken while on tour, but no daily allowance will be admissible for the period
- [D] All of the above statements are correct

**Question-40**

For government employees at Pay Level more than 9 working in the entire union territory of Lakshadweep, the amount of Special Compensatory Allowance in Rupees is

- [A] 10500
- [B] 6625
- [C] 5125
- [D] 7500

**Question-41**

The institute which joined COMMON ENTRANCE EXAM FOR DESIGN 2025 this year as one of the results sharing institutes is

- [A] GLS University, Gujarat
- [B] SRM University, Chennai
- [C] Galgotias University, Greater Noida
- [D] Sharda University, Greater Noida

**Question-42**

The IRG Scheme of Anusandhan National Research Foundation is

- [A] Inclusivity Research Grant up to Rupees 60 lakh plus overheads for a period of 3 years
- [B] Industrial Research Grant up to Rupees 80 lakh plus overheads for a period of 5 years
- [C] Inclusivity Research Grant up to Rupees 50 lakh plus overheads for a period of 3 years
- [D] Innovative Research Grant up to Rupees 80 lakh plus overheads for a period of 3 years

**Question-43**

The PAIR program of Anusandhan National Research Foundation is

- [A] Partnerships for Anusandhan Indian and Resources
- [B] Partnerships for Accelerated Innovation and Research
- [C] Partnerships for Aimed Industrial and Research
- [D] Partnerships for Assured Innovative Research

**Question-44**

The current President of Indian National Science Academy is

- [A] Prof. Prof. Abhay Karandikar
- [B] Dr. Rajesh S. Gokhale
- [C] Professor Ashutosh Sharma
- [D] Professor Mamidala Jagadesh Kumar

**Question-45**

Recently, Union MoS for Education & DoNER visited IIT Bombay. The name of minister and expansion of DoNER, respectively are

- [A] Dr. Sukanta Majumdar, Department of New Education and Research
- [B] Dr. Sukanta Majumdar, Development of North Eastern Region
- [C] Shri Dharmendra Pradhan, Department of North East Research
- [D] Shri Jayant Chaudhary, Department of North Eastern Region

**Question-46**

Admissibility to travel by Tejas Express under Leave Travel Concession is

[A] AC 1<sup>st</sup> Class: Minimum Pay Level 14

[B] AC 1<sup>st</sup> Class: Minimum Pay Level 12

[C] AC 2<sup>nd</sup> Class: Minimum Pay Level 10

[D] AC 3<sup>rd</sup> Class: Minimum Pay Level 7

**Descriptive Type Questions [DTQ] (2 marks each)**

**DTQ-1**

Briefly explain how the performance Bank Guarantee (PBG) is used as an instrument to ensure the warranty obligations of a supplier.

**DTQ-2**

What is Economic order quantity (EOQ)? Explain how it is used as a tool for inventory management in store.

**DTQ-3**

List out the major steps for hosting an international delegation from a partner university in an IIT system.

**DTQ-4**

A PhD student of Department of Mechanical Engineering in “Institute of Mechanical Engineers” submitted her thesis on January 02, 2025. The title of her thesis is “Insights into Methods to Develop Artificial Joints”. She completed PhD under the supervision of Professor Ashok Mehta. The convocation of that institute is planned to be held on May 05, 2025. Prepare a degree which will be given to her on the day of Convocation.

**DTQ-5**

What do you understand by Gratuity? Which employees in an academic institution are eligible to obtain gratuity?

**DTQ-6**

For a salaried person, what are the incomes on which tax is to be paid and tax is exempted? Mention relevant conditions.

**DTQ-7**

List monetary limits for reporting the Procurement Contracts in QPRs for (i) Store & Purchase, (ii) Medical Equipment, (iii) Horticulture work, and (iv) Medical Equipment.

***Paper Ends***