



OFFICE OF INTERNATIONAL RELATIONS

Indian Institute of Technology Kharagpur
Kharagpur- 721302, India



Ref No.: 1594 /2022/OIR

Date: 22.09.2022

Subject: Budget proposal for approval with respect to Cultural Programme for International Students of IIT Kharagpur

This is to bring to your kind attention that the Office of International Relations along with the Academy of Classical and Folk Arts, will be organizing a Cultural Programme for the International Students of IIT Kharagpur on 22nd October, 2022 for their integration into the IIT Kharagpur community. The students and Guest tutors of Academy of Classical and Folk Arts will perform in this event, where also our International Students will get an opportunity to showcase their talent and skills in performing arts and to share about their culture in ways that make them feel valued, proud and comfortable. We will be further continuing this to promote the rich cultural heritage of India and educate them on the Indian Performing Arts. It is expected that the IIT Kharagpur community will be invited to this event.

The estimated budget of this cultural programme is below:

Budget for Cultural Programme for International Students of IIT Kharagpur			
Accommodation			
Rooms	No. of days	Cost per Room per day	Total (INR)
5	2	1500	15000
Transportation			
Requirements	No. of Cars	Rate per vehicle	Total (INR)
Etios Cabs	2	5500	11000
Innova Cab (local trip)	1	6500	6500
Refreshment and Meals			
Requirement	Rate (INR)	Unit	Total (INR)
Breakfast for 2 days	70	10	1400
Lunch for 2 days	150	10	3000
Dinner for 1 day	150	10	1500
Snack packets	200	150	30000
Items	Rate (INR)	Unit	Total (INR)
Gifts	550	120	66000
Sound System			8000
Amount to be paid to guests	5500	7	38500
Flex	600	5	3000
Miscellaneous			10000
Total			1,93,900

This is being placed for your necessary review and possible approval.

Associate Dean,
International Relations and Ranking

Dean, Outreach and Alumni Affairs

Deputy Director

23/9/2022

Director

26/09/2022