



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Ref. No. 1696/2023/OIR

Date: 04.01.2023

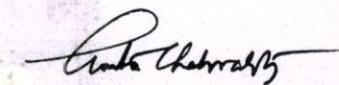
This is to bring to your kind attention that a high level delegate of officials from Malaysia will be visiting the Institute for the purpose related to setting up of IIT Malaysia.

They are expected to arrive at IIT Kharagpur on 8th Jan and will leave back on 10th Jan 2023.

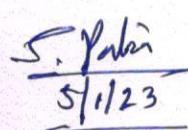
Following are the transport requirements for their official visit to IIT Kharagpur:

SR NO	REQUIREMENT	ROUTE	Date	Time (in Hrs)
1	3 vehicles (SUVs preferably Innova)	Kharagpur (local duty and campus tour)	09.01.2023	08.00 – 22.00
2	3 vehicles (SUVs preferably Innova)	Kharagpur (local duty and campus tour)	10.01.2023	08.00 – 18.00
3	2 vehicles (SUVs preferably Innova)	Kharagpur to Kolkata Airport	10.01.2023	17.00

Your kind help is requested for the booking and confirmation.


Associate Dean, IR & Ranking

PIC, Transport


S. Yatin
5/1/23