

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR  
FINANCE & ACCOUNTS SECTION

OBSERVATIONS WHILE PROCESSING BILLS

Dated: 25-02-2023

1. Copy of order/approval of competent authority for hosting of International delegates may please be provided.

JAO  
DR 25/02  
AR(A/Cs)

DR(A/Cs)

Dean OR

DR(A/Cs)

G  
28/3/23

The e-mail Correspondences between the delegates and the competent authority from IIT Kharagpur are attached. Also attached is the e-mail from Virginia Tech after the visit.

Pratik Adhikary  
27/3/23





# OFFICE OF INTERNATIONAL RELATIONS

Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India

Ref No.: 1797/2023/OIR

DEPUTY DIRECTOR'S OFFICE  
No. 535  
IN 21 MAR 2023  
OUT  
IIT KHARAGPUR

Date: 17/03/2023

## NOTE

This is to bring to your kind attention that the high level delegation from Virginia Tech visited IIT Kharagpur during 25<sup>th</sup> - 27<sup>th</sup> of July, 2022 to explore possible academic and research collaboration between specific Departments and Schools of both the Institutions.

In this regard, the Office of International Relations organised a grand dinner for the delegates, guests and hosts at the banquet hall of the New Technology Guest House.

Now, you are being requested for your kind approval for releasing the payment of an amount INR 22,050 to the vendor.

Associate Dean, 20/3/23

International Relations and Ranking

(All the necessary correspondence and approvals are attached as per requirement)

Dean, Outreach and Alumni Affairs

for "n.a."  
A. Dean (Fwd. to n.a.)

Deputy Director

PR. discus.

22/3/23

Deputy Registrar, Accounts

22/3/23

Necessary approvals are  
enclosed.

DR (AC)

22/3/23



Indian Institute of Technology Kharagpur  
Administrative Approval For Procurement (FORM - A)

X  
FBR/2022-2023/IIT/17068

Booking Request ID:FBR/2022-2023/IIT/17068

Booking ID:FBK/2022-2023/IIT/16281

Name of Indentor : Shruti Singh Parihar (16066)  
Designation : Executive Officer  
Organisation : Indian Institute of Technology Kharagpur  
Cost Center : International Relations  
Project : Not Applicable



Budget Information : Maintenance Fund

Item Description : Being amount paid to Blugent Hospitality-V/2022/641 towards fooding expenses of international delegates vide bill no-206 dt 13-08-2022  
Total Estimated Value : 22050.00 [ Rupees Twenty Two Thousand Fifty Only ]/-  
Status : Approved  
Justification(add extra sheet if required) :

summarized position of allocation

Total Allocated Amount	Cumulative Booked Fund	Available Balance	Total Concurred	Creation Information
1284518.00	881915.00	402603.00	822983.00	16066 01-02-2023 05:31 PM

Date:

*Shruti*  
27/2/23  
(Signature of The Indentor)  
Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

If Proposal upto 600000 /-

Date:

*14/2/23*

*Linda Chahwala*

Approved

*प्राध्यापक जयन्त मुखोपाध्याय*

*Prof. Jayanta Mukhopadhyay*

(Signature and Seal of The /ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIP) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEI / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRTH/SE/JOIN REGISTRAR / DEPUTY REGISTRAR / Sr. EE  
Indian Institute of Technology Kharagpur)

If Proposal above 600000 /-

Date:

**Recommendation of the /ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIP) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEI / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRTH/SE/JOIN REGISTRAR / DEPUTY REGISTRAR / Sr. EE**

*(Signature with Seal)*

Approved

Deputy Director

Date:

*(Director)*

**FINANCIAL POWER FOR APPROVAL**