



Office of International Relations
Indian Institute of Technology
Kharagpur-721302



Ref. No. 1807/2023/OIR

Date: 28.03.2023

Sub: Post facto approval regarding printing expenses during the Cultural Program for international students.

The Office of International Relations along with the Academy of Classical and Folk Arts organized a Cultural Program for international students.

This is to bring to your kind notice that the printing expenses during the program exceeded the amount of INR 25000 and the service would be outsourced directly due to following reasons:

- The program budget was prepared and got approved by the competent authority a month before the program. Later, OIR & ACFA decided to showcase the talent of students of ACFA and hence publicized the program amongst the campus community to increase the target audience at Kalidas Auditorium.
- While preparing the budget, the printing cost was kept very less (only for flex printing) and later, the decision was made by the OIR & ACFA to invite the administrative body of the Institute for the program.
- At the very last moment, fine arts students of ACFA requested the organizing team to provide a projector screen for the program.

This is to request to kindly consider and approve the printing expenses made during the program.

Submitted for the kind consideration and approval.

Bhosh

Junior Executive, F&A

Shree

Executive Officer

Anita Choudhary

Associate Dean, IR & Ranking

(May be approved as 'one-time exception' please)

28/3/23

Dean, Outreach & AA

Deputy Director

31/3/23



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

FBR/2022-2023/IIT/17612

Booking Request ID:FBR/2022-2023/IIT/17612

Booking ID:FBK/2022-2023/IIT/16800

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 Cygnus Advertising- V/2016/2423 towards printing and making charges of flex for standee, banner, poster, invitation card, etc. for cultural program. vide bill no- CAPL/G262/22-23 dt 09-11-2022

Total Estimated Value : 17582.00 [Rupees Seventeen Thousand Five Hundred Eighty Two 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	1192110.00	92408.00	1032244.00	16066 07-02-2023 10:17 PM

Date:

(Signature of The Indentor)
Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

If Proposal upto 600000 /-

Approved

Date: 14/2/23

(Signature and Seal of the ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JOINT REGISTRAR/ DEPUTY REGISTRAR / Sr. EE)
प्रधानाचार्य जयन्त मुखोपाध्याय
Prof. Jayanta Mukhopadhyay
Dean Outreach & Alumni
Indian Institute of Technology Kharagpur

Approved

If Proposal above 600000 /-

Recommendation of the /ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Date:

(Signature with Seal)

Approved

Deputy Director

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

Indian Institute of Technology Kharagpur
भारतीय प्रौद्योगिकी संस्थान खड़गपुर
Dean Outreach & AA
संकायनालय आउटरीच (दूरभाष प्रमाणित)
Prof. Jayanta Mukhopadhyay
प्रोफेसर जयन्त मुकुपदयय



Indian Institute of Technology Kharagpur
Finance Section

Booking Request ID:FBR/2022-2023/IIT/17612

Booking ID:FBK/2022-2023/IIT/16800

Dept./Centre/Section/School/Unit : International Relations
Project : Not Applicable
Proposal For : Being amount paid to Cygnus Advertising- V/2016/2423 towards printing and making charges of flex for standee, banner, poster, invitation card, etc. for cultural program. vide bill no- CAPL/G262/22-23 dt 09-11-2022
Fund Type : Maintenance Fund
Fund Sanctioned For This Proposal : 17582.00 [Rupees Seventeen Thousand Five Hundred Eighty Two Only] /-
Status : **Approved**
Order Id (If Any) : **No Order Has Been Given To This Concurrence On: 08-02-2023 10:44 AM**
Remarks By Approving Authority : Auto Concurrence / Approval Of The Booking Has been Made

Financial Concurrence

Financial Concurrence Id :FBK/2022-2023/IIT/16800

Financial concurrence is accorded for Rs. : **17582.00 [Rupees Seventeen Thousand Five Hundred Eighty Two Only]** /- under the head **No Head of Account(0)** for the year **2022-2023**, subject to Sanction of Expenditure.

Concurrence By:

J.A.O

Executive / Superintendent

Assistant Registrar (F)

Deputy Registrar (F&A)

Registrar

Deputy Director

Sanction of Expenditure

Sanction of Expenditure is accorded for Rs. 17582.00 [Rupees Seventeen Thousand Five Hundred Eighty Two Only] /- for issue of Work Order / Purchase Order to

M/s.....

Signature with Seal:

Approved By: Director/Dy. Director/Dean/HOD/HOS/HOC/PIC/Chairman/Registrar/Head of Section or Units

NB: Copy of this approval should be attached with the bill and send to the Accounts Section for payment.

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Cygnus Advertising (India) Pvt. Ltd Bengal Eco Intelligent Park, Tower 1 Unit-29, 13th Floor, Saltlake Sec- V Plot EM-3, Kolkata -700091. GSTIN/UIN: 19AADCC7942H1ZF State Name : West Bengal, Code : 19 CIN: U74300WB2009PTC138074 E-Mail : accounts@cygnusadvertising.in	Invoice No. CAPL/G262/22-23 Delivery Note Supplier's Ref. V/2016/2423 Buyer's Order No. Despatch Document No. Despatched through Terms of Delivery	Dated 9-Nov-2022 Mode/Terms of Payment Other Reference(s) Dated Delivery Note Date Destination
Buyer DEAN - OR Indian Institute of Technology Kharagpur Kharagpur- 721302. WB. GSTIN/UIN : 19AAAJI0323G1ZM State Name : West Bengal, Code : 19		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Invitation Card with Envelope 280gsm Metallic Board	4817	120 Pcs	35.00	Pcs	4,200.00
2	Poster- A4 Size 130gsm Art Paper	4911	100 Pcs	15.00	Pcs	1,500.00
3	Banner (10' X 3')	4911	4 Pcs	1,800.00	Pcs	7,200.00
4	Flex for Standee (2.5' X 6') Star Flex	4911	4 Nos.	500.00	Nos.	2,000.00
						14,900.00
				Output SGST-9%	9 %	1,341.00
				Output CGST-9%	9 %	1,341.00
		Total				₹ 17,582.00

Amount Chargeable (in words)

E. & O.E

INR Seventeen Thousand Five Hundred Eighty Two Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
4817	4,200.00	9%	378.00	9%	378.00	756.00
4911	10,700.00	9%	963.00	9%	963.00	1,926.00
Total	14,900.00		1,341.00		1,341.00	2,682.00

Tax Amount (in words) : **INR Two Thousand Six Hundred Eighty Two Only**

Company's PAN : AADCC7942H

Declaration

We declare that this invoice shows the actual price of the goods described and all particulars are true & correct

Company's Bank Details

Bank Name : ICICI CA A/c. No: 105605003783

A/c No. : 105605003783

Branch & IFS Code : Salt Lake Sec. V & ICIC0001056

for Cygnus Advertising (India) Pvt. Ltd.

Authorised Signatory

This is a Computer Generated Invoice

GST No. 19AADCC7942H1ZF, PAN: AADCC7942H, MSME Regn No. UDYAM-WB- 10- 0003577

15.10.2022
152

Bh →

प्रमाणित किया जाता है कि निर्दिष्ट आदेशानुसार दी गई बिल में उल्लेखित
वस्तु सही अवस्था में प्राप्त की गई है और इसे उपयुक्त स्टॉक रजिस्ट्रार के
पृष्ठ संख्या..... क्र. संख्या..... पर दिनांक को दर्ज किया गया है।
Certified that the articles billed for herein have been received in
good condition and according to the location ordered
for and have been duly entered in the appropriate Stock

Register Vide Page No. 10 Sl. No. 03 Dated 15.11.22

For the Cultural Programme
held on 22.10.2022
R. Chakraborty
15/11/2022

Office of International
Relations along with
Academy of Classical
Folk Arts organised
a Cultural Programme
on 22.10.22 for
the International
Students as well as
whole IIT KGP community.
R. Chakraborty

Shruti

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

Goutam Chakraborty

प्रो. गोतम चक्रवर्ती
Prof. Goutam Chakraborty
Associate Dean/ सह संकायध्यक्ष
International Relations and Ranking
अंतराष्ट्रीय संबंध एवं श्रेणी
भा प्रौ सं खड़गपुर/IIT Kharagpur

TAX INVOICE

(DUPLICATE FOR TRANSPORTER)

Cygnus Advertising (India) Pvt. Ltd Bengal Eco Intelligent Park, Tower 1 Unit-29, 13th Floor, Saltlake Sec- V Plot EM-3, Kolkata -700091. GSTIN/UIN: 19AADCC7942H1ZF State Name : West Bengal, Code : 19 CIN: U74300WB2009PTC138074 E-Mail : accounts@cygnusadvertising.in	Invoice No. CAPL/G262/22-23 Delivery Note Supplier's Ref. V/2016/2423 Buyer's Order No. Despatch Document No. Despatched through Terms of Delivery	Dated 9-Nov-2022 Mode/Terms of Payment Other Reference(s) Dated Delivery Note Date Destination
Buyer DEAN - OR Indian Institute of Technology Kharagpur Kharagpur- 721302. WB. GSTIN/UIN : 19AAAJI0323G1ZM State Name : West Bengal, Code : 19		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
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3	Banner (10' X 3')	4911	4 Pcs	1,800.00	Pcs	7,200.00
4	Flex for Standee (2.5' X 6') Star Flex	4911	4 Nos.	500.00	Nos.	2,000.00
						14,900.00
	Output SGST-9%				9 %	1,341.00
	Output CGST-9%				9 %	1,341.00
	Total					₹ 17,582.00

Amount Chargeable (in words)

E. & O.E.

INR Seventeen Thousand Five Hundred Eighty Two Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total
		Rate	Amount	Rate	Amount	Tax Amount
4817	4,200.00	9%	378.00	9%	378.00	756.00
4911	10,700.00	9%	963.00	9%	963.00	1,926.00
Total	14,900.00		1,341.00		1,341.00	2,682.00

Tax Amount (in words) : **INR Two Thousand Six Hundred Eighty Two Only**

Company's Bank Details

Bank Name : ICICI CA A/c. No: 105605003783

Bank Name : ICICI BANK LTD.
A/c No : 105605003783

Branch & IFS Code : Salt Lake Sec. V & ICIC0001056

Company's PAN : AADCC7942H

Declaration

Declaration:
We declare that this invoice shows the actual price of the goods described and all particulars are true & correct

for Cygnus Advertising (India) Pvt. Ltd

Authorised Signatory

This is a Computer Generated Invoice

GST No. 19AADCC7942H1ZF, PAN: AADCC7942H, MSME Regn No. UDYAM-WB- 10- 0003577

100

100



RITUPARNA CHAKRABORTY <rituani07@gmail.com>

INVITATION FOR CULTURAL PROGRAMME ON 22 OCTOBER 2022

1 message

Dean Outreach <deanor@adm.iitkgp.ac.in>

Tue, Oct 18, 2022 at 1:37 PM

To: All Faculty Adm Server <allfaculty@adm.iitkgp.ac.in>

Cc: adeanir <adeanir@adm.iitkgp.ac.in>, goutam <goutam@mech.iitkgp.ac.in>, iitkgp branding <iitkgp.branding@adm.iitkgp.ac.in>, jay <jay@cse.iitkgp.ac.in>

Dear Colleagues,

We would like to take this opportunity to inform you that the Office of International Relations & Academy of Classical and Folk Arts of IIT Kharagpur is organizing a Cultural Evening on **OCTOBER 22, 2022 (SATURDAY) at 18:00 HRS** in the **KALIDAS AUDITORIUM, IIT KHARAGPUR**. It gives us immense pleasure to cordially invite you, your family and friends for our Cultural Programme.

We would be greatly honored if you can spare some time from your busy schedule to grace the event.

Thanks & Regards,

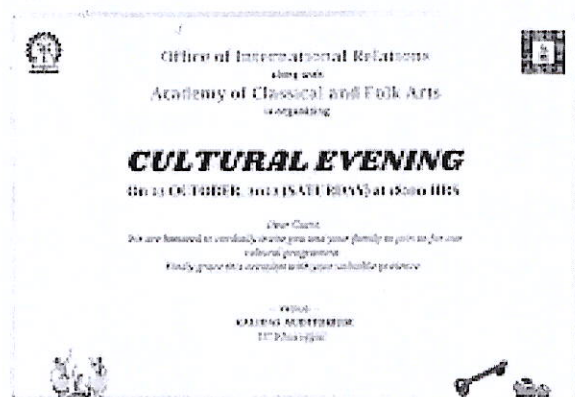
Dr. Jayanta Mukhopadhyay,
Dean, Outreach & Alumni Affairs
Professor, Dept. of Computer Science and Engineering,
IIT Kharagpur

Email: jay@cse.iitkgp.ac.in

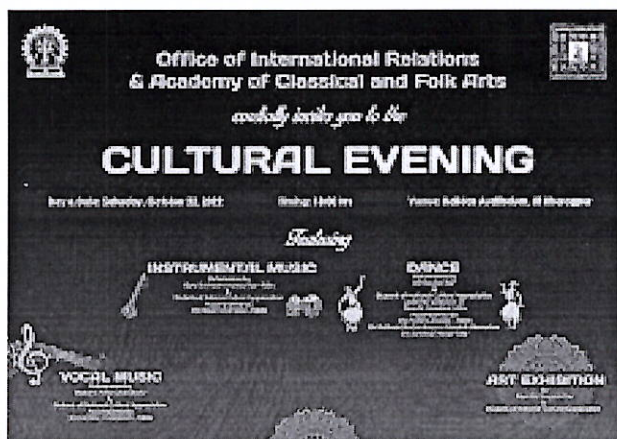
Website: www.facweb.iitkgp.ac.in/~jay

জয়ন্ত মুখোপাধ্যায়,
কম্পিউটার সায়েন্স ও ইঞ্জিনিয়ারিং বিভাগ,
আই. আই. টি. খড়গপুর

2 attachments



Cultural Invitation 1410 (1).jpg
280K



CULTURAL EVENING Poster A4 (1).jpg
3880K





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

FBR/2022-2023/IIT/17611

Booking Request ID:FBR/2022-2023/IIT/17611

Booking ID:FBK/2022-2023/IIT/16799

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 Cygnus Advertising- V/2016/2423 towards making charges of standee, flex banner, projector screen etc for cultural program. vide bill no- CAPL/G260/22-23 dt 08-11-2022

Total Estimated Value : 13570.00 [Rupees Thirteen Thousand Five Hundred Seventy 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	1174528.00	109990.00	1018674.00	16066 07-02-2023 10:12 PM

Date:

Shruti
8/2/23

(Signature of The Indentor)

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

If Proposal upto 600000 -/-

Date:

Approved
प्राध्यापक जयन्त मुखोपाध्याय
Prof. Jayanta Mukhopadhyay

(Signature and Seal of The/ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICS / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE)

Approved

If Proposal above 600000 -/-

Date:

Recommendation of the /ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICS / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

(Signature with Seal)

Approved

Deputy Director

(Director)

FINANCIAL POWER FOR APPROVAL

21.01.2020
Prof. Jayanta Mukhopadhyay
Email: jayanta@iitk.ac.in

प्रो. जयन्त मुखोपाध्याय
Prof. Jayanta Mukhopadhyay
सहायक कुलपति (प्रादेशिक)
Dean Outreach & AA
भारतीय प्रौद्योगिकी संस्थान खरगपुर
Indian Institute of Technology Kharagpur



Indian Institute of Technology Kharagpur
Finance Section

Booking Request ID:FBR/2022-2023/IIT/17611

Booking ID:FBK/2022-2023/IIT/16799

Dept./Centre/Section/School/Unit : International Relations
Project : Not Applicable
Proposal For : Being amount paid to Cygnus Advertising- V/2016/2423 towards making charges of standee, flex banner, projector screen etc for cultural program. vide bill no- CAPL/G260/22-23 dt 08-11-2022
Fund Type : Maintenance Fund
Fund Sanctioned For This Proposal : 13570.00 [Rupees Thirteen Thousand Five Hundred Seventy Only] /-
Status : **Approved**
Order Id (If Any) : **No Order Has Been Given To This Concurrence On: 08-02-2023 10:41 AM**
Remarks By Approving Authority : Auto Concurrence / Approval Of The Booking Has been Made

Financial Concurrence

Financial Concurrence Id :FBK/2022-2023/IIT/16799

Financial concurrence is accorded for Rs. : **13570.00 [Rupees Thirteen Thousand Five Hundred Seventy Only]** /- under the head **No Head of Account(0)** for the year **2022-2023**, subject to Sanction of Expenditure.

Concurrence By:

J.A.O

Executive / Superintendent

Assistant Registrar (F)

Deputy Registrar (F&A)

Registrar

Deputy Director

Sanction of Expenditure

Sanction of Expenditure is accorded for Rs. 13570.00 [Rupees Thirteen Thousand Five Hundred Seventy Only] /- for issue of Work Order / Purchase Order to

M/s.....

Signature with Seal:

Approved By: Director/Dy. Director/Dean/HOD/HOS/HOC/PIC/Chairman/Registrar/Head of Section or Units

NB: Copy of this approval should be attached with the bill and send to the Accounts Section for payment.

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Cygnus Advertising (India) Pvt. Ltd Bengal Eco Intelligent Park, Tower 1 Unit-29, 13th Floor, Saltlake Sec- V Plot EM-3, Kolkata -700091. GSTIN/UIN: 19AADCC7942H1ZF State Name : West Bengal, Code : 19 CIN: U74300WB2009PTC138074 E-Mail : accounts@cygnusadvertising.in				Invoice No. CAPL/G260/22-23		Dated 8-Nov-2022	
Buyer DEAN - OR Indian Institute of Technology Kharagpur Kharagpur- 721302. WB. GSTIN/UIN : 19AAAJI0323G1ZM State Name : West Bengal, Code : 19				Delivery Note		Mode/Terms of Payment	
				Supplier's Ref. V/2016/2423		Other Reference(s)	
				Buyer's Order No.		Dated	
				Despatch Document No.		Delivery Note Date	
				Despatched through		Destination	
				Terms of Delivery			

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount	
1	Flex for Standee (2.5' X 6')	4911	6 Nos.	500.00	Nos.	3,000.00	
2	Projector Screen Projector Screen (8'x 10')	8528	1 Nos.	4,000.00	Nos.	4,000.00	
3	Flex Banner	4911	9 Pcs	500.00	Pcs	4,500.00	
						11,500.00	
<i>Output SGST-9%</i>						9 %	1,035.00
<i>Output CGST-9%</i>						9 %	1,035.00
Total						₹ 13,570.00	

Amount Chargeable (in words) E. & O.E
INR Thirteen Thousand Five Hundred Seventy Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
4911	7,500.00	9%	675.00	9%	675.00	1,350.00
8528	4,000.00	9%	360.00	9%	360.00	720.00
Total	11,500.00		1,035.00		1,035.00	2,070.00

Tax Amount (in words) : **INR Two Thousand Seventy Only**

Company's PAN : **AADCC7942H**

Declaration
 We declare that this invoice shows the actual price of the goods described and all particulars are true & correct

Company's Bank Details
 Bank Name : **ICICI CA A/c. No: 105605003783**
 A/c No. : **105605003783**
 Branch & IFS Code : **Salt Lake Sec. V & ICIC0001056**

for Cygnus Advertising (India) Pvt. Ltd.

Authorised Signatory

This is a Computer Generated Invoice

GST No. 19AADCC7942H1ZF, PAN: AADCC7942H, MSME Regn No. UDYAM-WB- 10- 0003577



प्रमाणित किया जाता है कि उपरोक्त सामान्य उल्लेखित
वस्तु सही अवस्था में है। यह सामान्य मरिजिस्ट्र के
पुष्ठा खाता..... क्र. के अन्तर्गत को देना किया गया है।
Certified that the article herein have been received in
good condition and the same is the specification ordered
for and have been put in the appropriate Stock

Register Vide 13 Sl. No 01 Dated 15.2.23

Shruti
Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

प्रो. गोतम चक्रवर्ती
Prof. Goutam Chakraborty
Associate Dean / सह संकायध्यक्ष
International Relations and Ranking
अंतर्राष्ट्रीय संबंध एवं श्रेणी
भा प्रौ सं खड़गपुर / IIT Kharagpur

TAX INVOICE

(DUPLICATE FOR TRANSPORTER)

Cygnus Advertising (India) Pvt. Ltd Bengal Eco Intelligent Park, Tower 1 Unit-29, 13th Floor, Saltlake Sec- V Plot EM-3, Kolkata -700091. GSTIN/UIN: 19AADCC7942H1ZF State Name : West Bengal, Code : 19 CIN: U74300WB2009PTC138074 E-Mail : accounts@cygnusadvertising.in		Invoice No. CAPL/G260/22-23	Dated 8-Nov-2022
		Delivery Note	Mode/Terms of Payment
		Supplier's Ref. V/2016/2423	Other Reference(s)
Buyer DEAN - OR Indian Institute of Technology Kharagpur Kharagpur- 721302. WB. GSTIN/UIN : 19AAAJI0323G1ZM State Name : West Bengal, Code : 19		Buyer's Order No.	Dated
		Despatch Document No.	Delivery Note Date
		Despatched through	Destination
		Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
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						11,500.00
						Output SGST-9%
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						9 %
						1,035.00
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Total						₹ 13,570.00

Amount Chargeable (in words)

INR Thirteen Thousand Five Hundred Seventy Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total
		Rate	Amount	Rate	Amount	Tax Amount
4911	7,500.00	9%	675.00	9%	675.00	1,350.00
8528	4,000.00	9%	360.00	9%	360.00	720.00
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Tax Amount (in words) : **INR Two Thousand Seventy Only**

Company's PAN : AADCC7942H

Declaration

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Company's Bank Details

Bank Name : ICICI CA A/c. No: 105605003783

A/c No. : 105605003783

Branch & IFS Code : Salt Lake Sec. V & ICIC0001056

for Cygnus Advertising (India) Pvt. Ltd.

Authorised Signatory

This is a Computer Generated Invoice

GST No. 19AADCC7942H1ZF, PAN: AADCC7942H, MSME Regn No. UDYAM-WB- 10- 0003577



RITUPARNA CHAKRABORTY <rituani07@gmail.com>

INVITATION FOR CULTURAL PROGRAMME ON 22 OCTOBER 2022

1 message

Dean Outreach <deanor@adm.iitkgp.ac.in>

Tue, Oct 18, 2022 at 1:37 PM

To: All Faculty Adm Server <allfaculty@adm.iitkgp.ac.in>

Cc: adeanir <adeanir@adm.iitkgp.ac.in>, goutam <goutam@mech.iitkgp.ac.in>, iitkgp branding <iitkgp.branding@adm.iitkgp.ac.in>, jay <jay@cse.iitkgp.ac.in>

Dear Colleagues,

We would like to take this opportunity to inform you that the Office of International Relations & Academy of Classical and Folk Arts of IIT Kharagpur is organizing a Cultural Evening on **OCTOBER 22, 2022 (SATURDAY) at 18:00 HRS** in the **KALIDAS AUDITORIUM, IIT KHARAGPUR**. It gives us immense pleasure to cordially invite you, your family and friends for our Cultural Programme.

We would be greatly honored if you can spare some time from your busy schedule to grace the event.

Thanks & Regards,

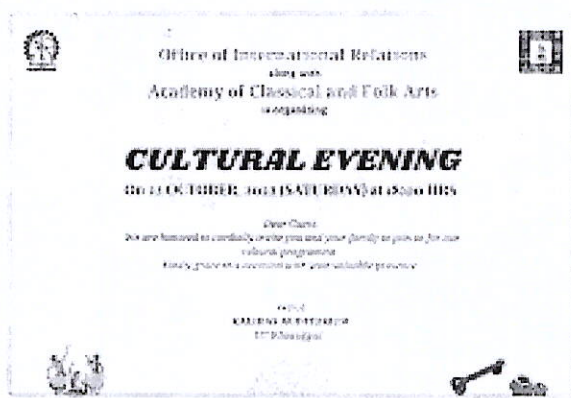
Dr. Jayanta Mukhopadhyay,
Dean, Outreach & Alumni Affairs
Professor, Dept. of Computer Science and Engineering,
IIT Kharagpur

Email: jay@cse.iitkgp.ac.in

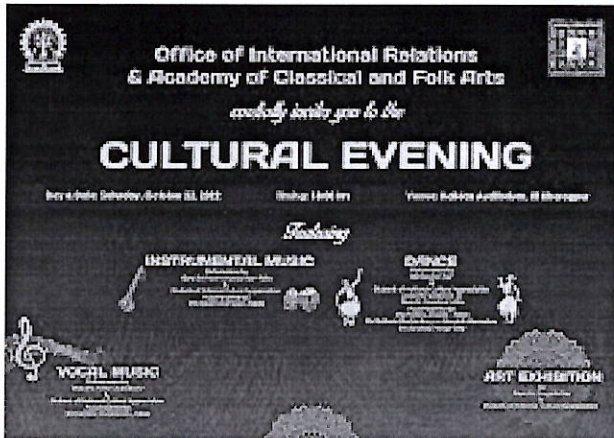
Website: www.facweb.iitkgp.ac.in/~jay

জয়ন্ত মুখোপাধ্যায়,
কম্পিউটার সায়েন্স ও ইঞ্জিনিয়ারিং বিভাগ,
আই. আই. টি. খড়গপুর

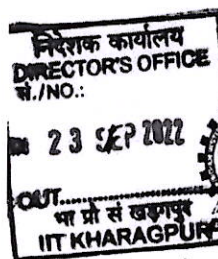
2 attachments



Cultural Invitation 1410 (1).jpg
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CULTURAL EVENING Poster A4 (1).jpg
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OFFICE OF INTERNATIONAL RELATIONS
Indian Institute of Technology Kharagpur
Kharagpur- 721302, India



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Date: 22.09.2022

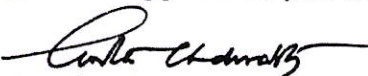
Subject: Budget proposal for approval with respect to Cultural Programme for International Students of IIT Kharagpur

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


Director

