



**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.

Junior Executive, F&A

Executive Officer

Associate Dean, IR & Ranking

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

Dean, Outreach & AA





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:

*Shruti  
16/2/23*  
(Signature of The Indentor)  
Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

If Proposal upto 600000 /-

Date: *14/2/23*

*प्राध्यापक अवस्था प्रबोधनाय*  
(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, BCRTH/SE/Joint REGISTRAR /DEPUTY REGISTRAR / Sr. EE)  
Prof. Devendra Mukherjee  
Professor & Director (IIT Kharagpur)  
Dean Outreach & SA  
Shri Sanjay Singh  
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, BCRTH/SE/Joint REGISTRAR /DEPUTY REGISTRAR / Sr. EE

Date:

*(Signature with Seal)*

*Approved*

Deputy Director

Date:

*(Director)*

FINANCIAL POWER FOR APPROVAL

1809  
Guru Nanak Dev  
Exhibit No. 1  
Power Deptt., 1909

ਭਾਰਤ ਸਰਕਾਰ  
ਪੰਜਾਬ ਸਰਕਾਰ  
ਪੰਜਾਬ ਸਰਕਾਰ (ਅਧਿਕਾਰੀ ਵਾਲੇ)  
ਡੇਸ਼ ਉਤਸਚੀ ਗ ਵਾ  
ਭਾਰਤ ਸਰਕਾਰ ਦੀ ਸਾਰਾ ਵਾਲੀਆਂ  
ਭਾਰਤ ਸਰਕਾਰ ਦੀ ਸਾਰਾ ਵਾਲੀਆਂ  
ਭਾਰਤ ਸਰਕਾਰ ਦੀ ਸਾਰਾ ਵਾਲੀਆਂ  
ਭਾਰਤ ਸਰਕਾਰ ਦੀ ਸਾਰਾ ਵਾਲੀਆਂ



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

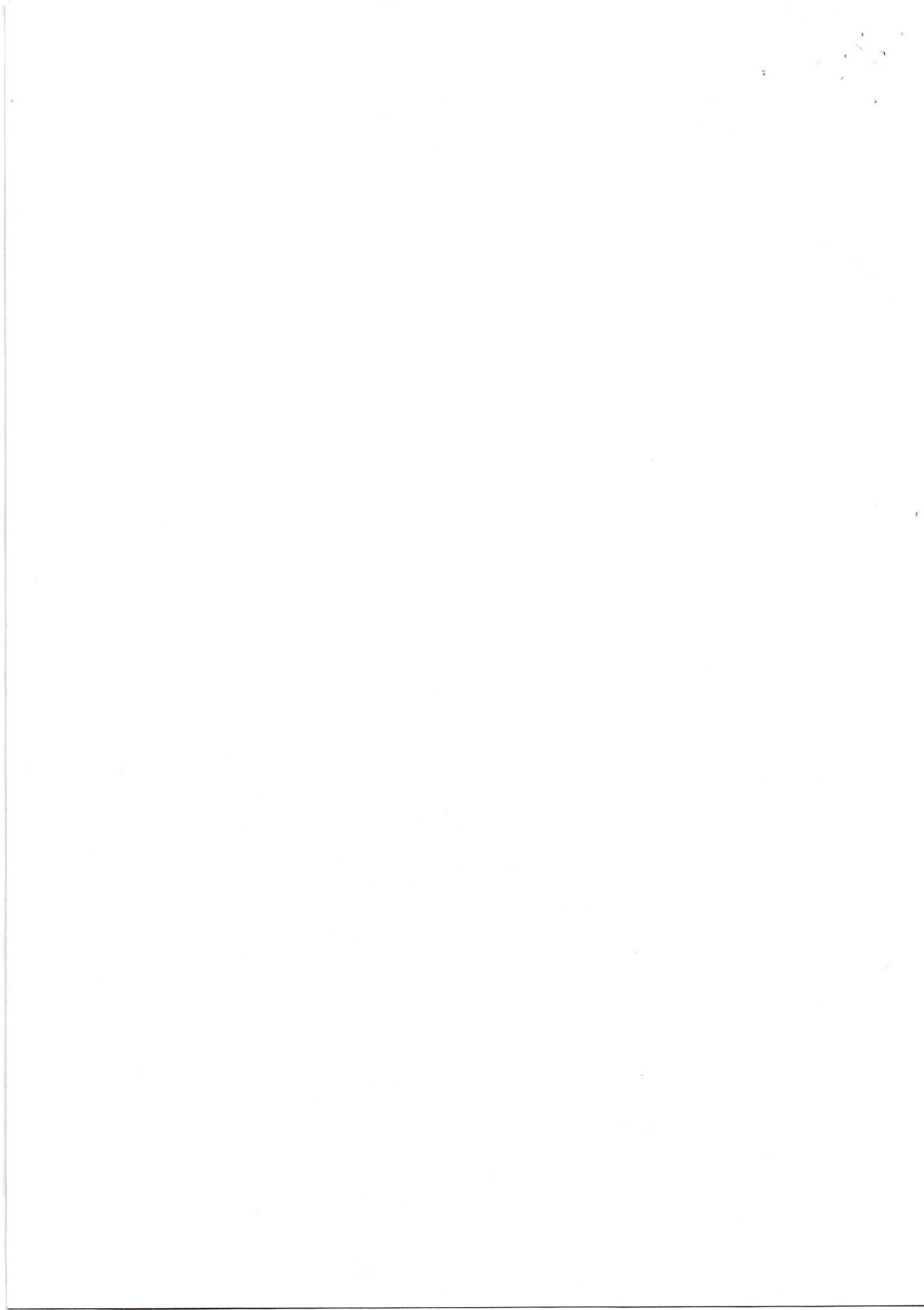
Sanction of Expenditure is accorded for Rs. 17582.00 [ Rupees Seventeen Thousand Five Hundred Eighty Two Only ] /- for issue of Work Order / Purchase Order to

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)

<b>Cygnus Advertising (India) Pvt. Ltd</b> 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. <b>CAPL/G262/22-23</b>	Dated <b>9-Nov-2022</b>
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. <b>V/2016/2423</b>	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	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
				9%		1,341.00
				9%		1,341.00
		Total				<b>₹ 17,582.00</b>

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		<b>2,682.00</b>

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

### Company's Bank Details

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

A/c No. : 105605003783

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

Company's PAN : AADCC7942H

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

15 NOV 2022

152

Br

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

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

To the Cultural Programme  
held on 22.10.2022

~~R. Chakraborty~~  
5/11/2022

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

Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

~~Goutam Chakraborty~~

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)

<b>Cygnus Advertising (India) Pvt. Ltd</b> 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. <b>CAPL/G262/22-23</b>	Dated <b>9-Nov-2022</b>
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. <b>V/2016/2423</b>	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	Invitation Card with Envelope 280gsm Metallic Board	4817	120 Pcs	35.00	Pcs	4,200.00
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						14,900.00
				9%		1,341.00
				9%		1,341.00
			Total			<b>₹ 17,582.00</b>

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	
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4911	10,700.00	9%	963.00	9%	963.00	1,926.00
Total		14,900.00		1,341.00		<b>2,682.00</b>

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

### Company's Bank Details

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

Company's PAN : AADCC7942H  
Declaration

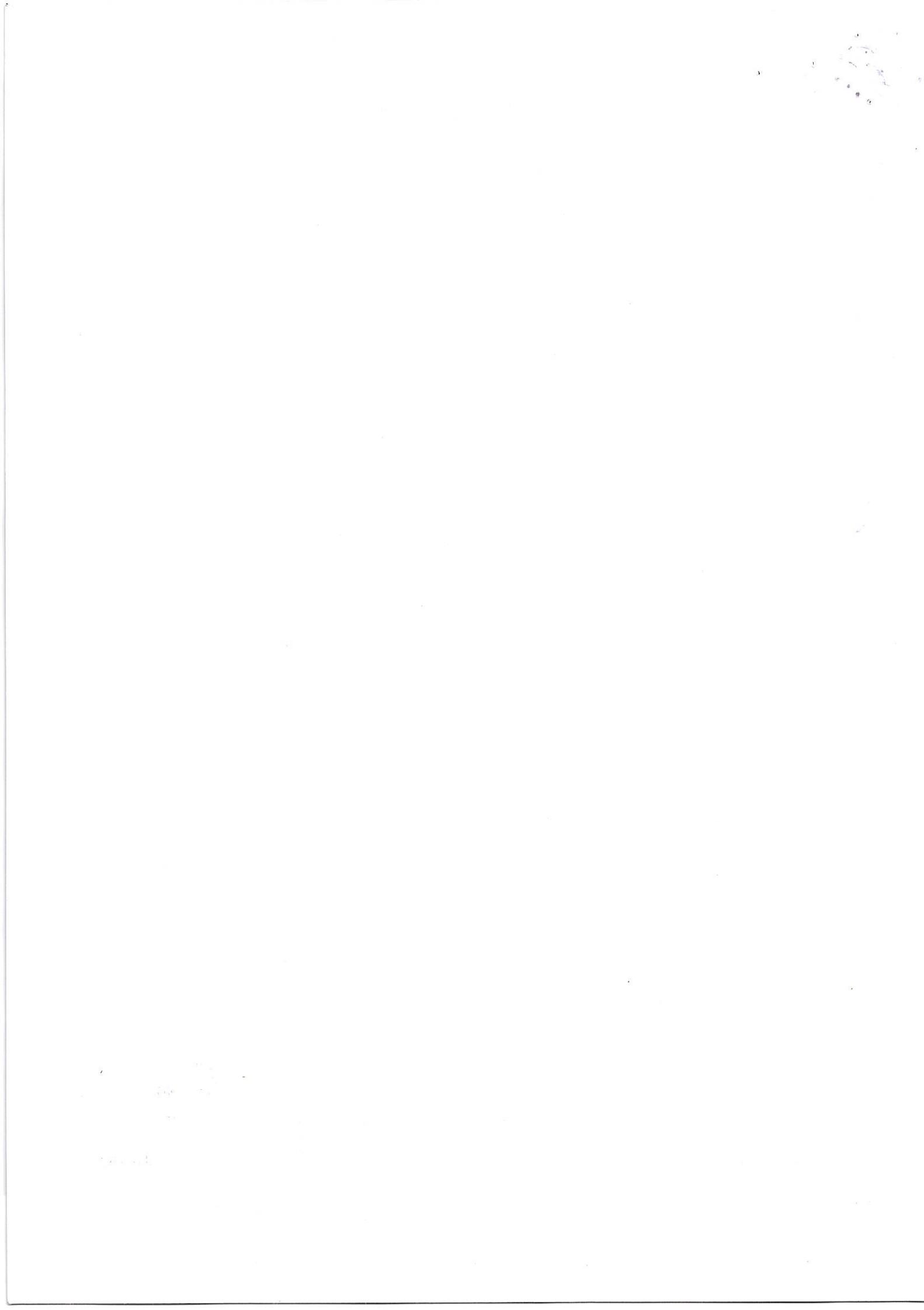
We declare that this invoice shows the actual price of the goods described and all particulars are true & correct

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





RITUPARNA CHAKRABORTY &lt;rituani07@gmail.com&gt;

## 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 &lt;allfaculty@adm.iitkgp.ac.in&gt;

Cc: adeanir &lt;adeanir@adm.iitkgp.ac.in&gt;, goutam &lt;goutam@mech.iitkgp.ac.in&gt;, iitkgp branding &lt;iitkgp.branding@adm.iitkgp.ac.in&gt;, jay &lt;jay@cse.iitkgp.ac.in&gt;

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.

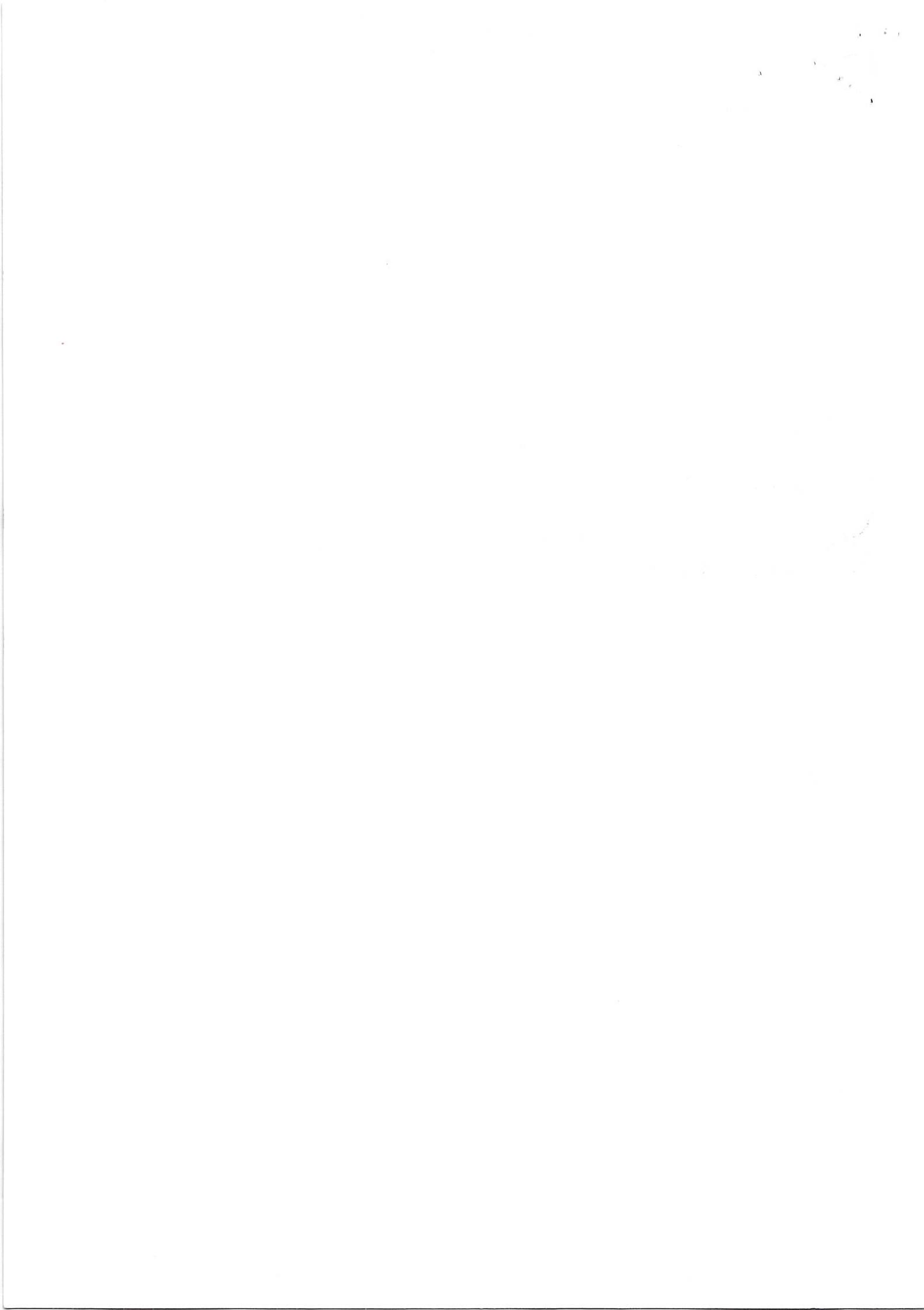
Thanks & Regards,

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](http://www.facweb.iitkgp.ac.in/~jay)

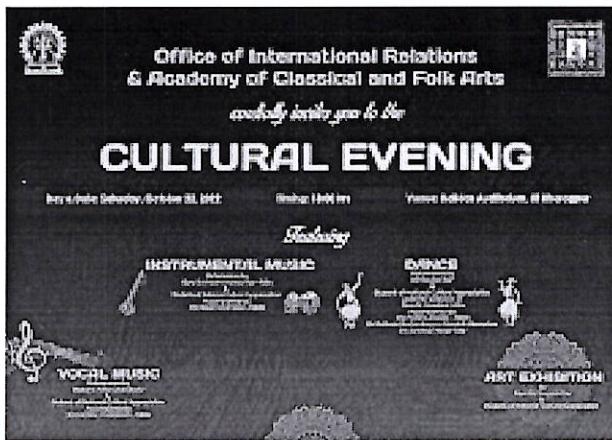
জয়ন্ত মুখোপাধ্যায়,  
কম্পিউটার সায়েন্স ও ইঞ্জিনিয়ারিং বিভাগ,  
আই.আই.টি. খড়গপুর

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: *14/2/23*

**Approved**  
प्राधापक जयन्त मुखोपाध्याय  
**Prof. Jayanta Mukhopadhyay**  
(Signature and Seal of THE ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRTH/SE/Joint REGISTRAR / DEPUTY REGISTRAR / Sr. EE)

If Proposal above 600000/-

**Recomendation 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, BCRTH/SE/Joint REGISTRAR / DEPUTY REGISTRAR / Sr. EE**

Date:

**Approved**

Deputy Director

Date:

**Approved**

(Director)

**FINANCIAL POWER FOR APPROVAL**

160  
120  
80  
40  
0

इंडियन इन्स्टिट्यूट  
ऑफ़ टेक्नोलॉजी  
इंडिया एवं प्रॉफेशनल  
कॉर्स्स (आवासीय  
कॉर्स्स)  
इंडियन इन्स्टिट्यूट  
ऑफ़ टेक्नोलॉजी  
इंडिया एवं प्रॉफेशनल  
कॉर्स्स (आवासीय  
कॉर्स्स)  
इंडियन इन्स्टिट्यूट  
ऑफ़ टेक्नोलॉजी  
इंडिया एवं प्रॉफेशनल  
कॉर्स्स (आवासीय  
कॉर्स्स)



## 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	: <b>Approved</b>
Order Id (If Any)	: <b>No Order Has Been Given To This Concurrence On: 08-02-2023 10:41 AM</b>
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)

<b>Cygnus Advertising (India) Pvt. Ltd</b> 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. <b>CAPL/G260/22-23</b>	Dated <b>8-Nov-2022</b>
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. <b>V/2016/2423</b>	Other Reference(s)
	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Amount Chargeable (in words)

E 805

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
	<b>Total</b>		<b>1,035.00</b>		<b>1,035.00</b>	<b>2,070.00</b>

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

### Company's Bank Details

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

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

A/c No. : 103805003783  
Branch & IFS Code : Salt Lake Sec. V & ICIC0001056

for Cygnus Advertising (India) Pvt. Ltd.

Authorised Signatory

Company's RAN : AADCC7942H

### Declaration

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

This is a Computer Generated Invoice

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



  
Prof. Goutam Chakraborty  
Associate Dean/ सह संकायाध्यक्ष  
International Relations and Ranking  
अंतर्राष्ट्रीय संबंध एवं श्रेणी  
भा प्रो सं खड़ापुर/ IIT Kharagpur

*Shruti*  
Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

Shri  
Rutu Singh Parihar  
Executive Officer  
Emp. Code: 16066

प्रमाणित किया जाता है।  
वस्तु सही अवस्था में  
पूर्ण संरक्षण में रखी गयी है।  
Certified that the articles  
are in good condition and  
are for and have been received  
in the specification ordered  
and are appropriate Stock

Register Video No. 13 Sl. No. 61 Dated 15.2.23

## TAX INVOICE

(DUPLICATE FOR TRANSPORTER)

<b>Cygnus Advertising (India) Pvt. Ltd</b> 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.	Dated
	CAPL/G260/22-23	8-Nov-2022
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
	V/2016/2423	
	Buyer's Order No.	Dated
Buyer <b>DEAN - OR</b> Indian Institute of Technology Kharagpur Kharagpur- 721302. WB. GSTIN/UIN : 19AAAJI0323G1ZM State Name : West Bengal, Code : 19	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
						1,035.00
						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		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





RITUPARNA CHAKRABORTY &lt;rituani07@gmail.com&gt;

## 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 &lt;allfaculty@adm.iitkgp.ac.in&gt;

Cc: adeanir &lt;adeanir@adm.iitkgp.ac.in&gt;, goutam &lt;goutam@mech.iitkgp.ac.in&gt;, iitkgp branding &lt;iitkgp.branding@adm.iitkgp.ac.in&gt;, jay &lt;jay@cse.iitkgp.ac.in&gt;

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](http://www.facweb.iitkgp.ac.in/~jay)

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

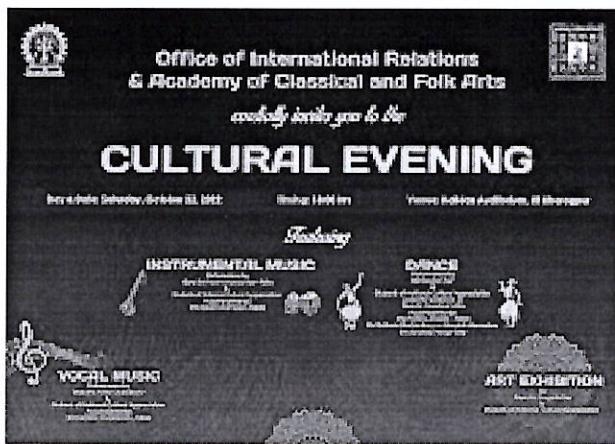
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2 attachments

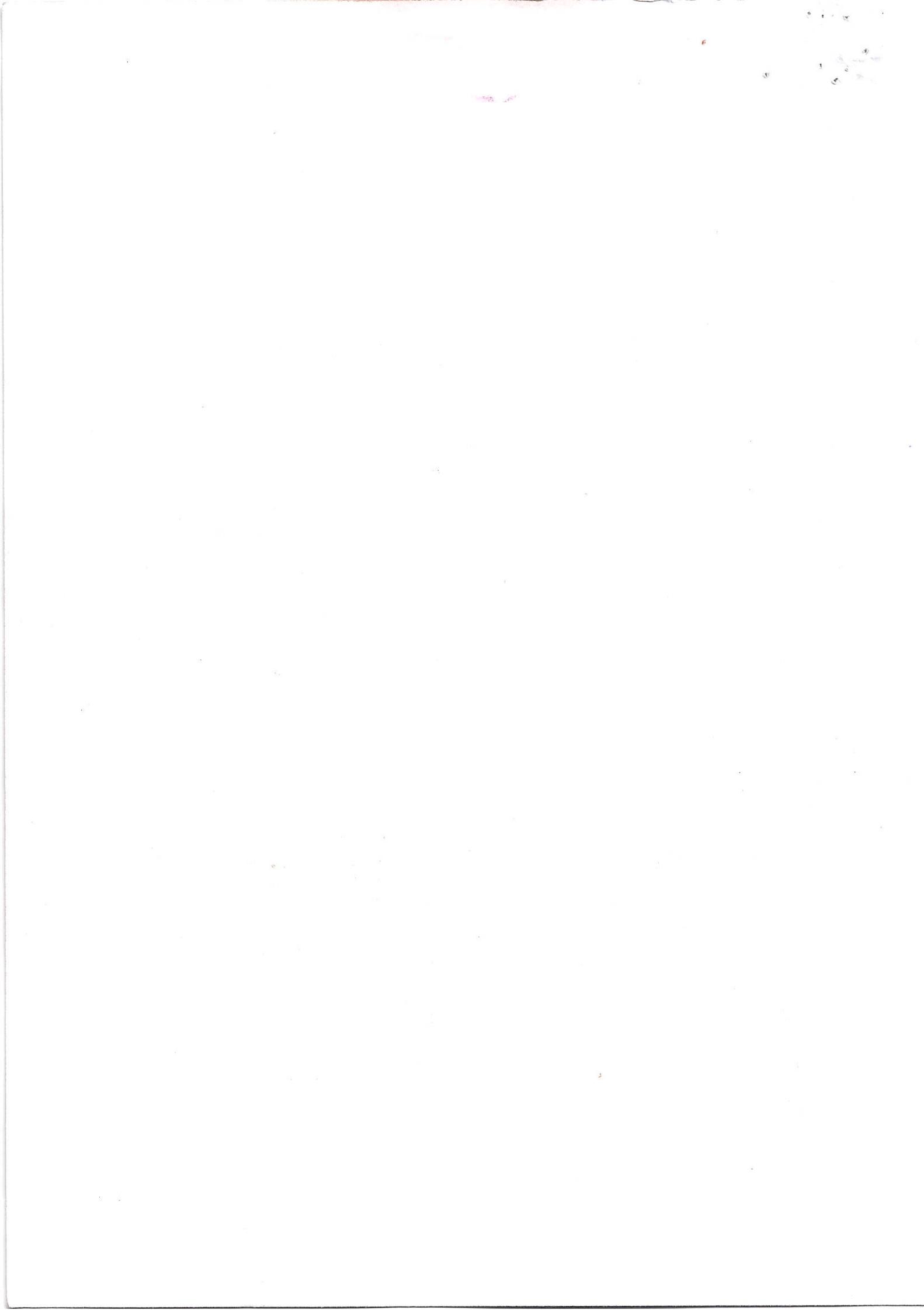




**Cultural Invitation 1410 (1).jpg**  
280K



**CULTURAL EVENING Poster A4 (1).jpg**  
3880K



23 SEP 2022

OUT  
भा. प्रा. सं. खरगपुर  
IIT KHARAGPUR

No. 582

IN 23 SEP 2022

OUT  
IIT KHARAGPUR

## 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 22<sup>nd</sup> 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			
<b>Accommodation</b>			
Rooms	No. of days	Cost per Room per day	Total (INR)
5	2	1500	15000
<b>Transportation</b>			
Requirements	No. of Cars	Rate per vehicle	Total (INR)
Etios Cabs	2	5500	11000
Innova Cab (local trip)	1	6500	6500
<b>Refreshment and Meals</b>			
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
<b>Items</b>			
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

