



पूर्व छात्र मामले और अंतरराष्ट्रीय संबंध कार्यालय
भारतीय प्रौद्योगिकी संस्थान, खड़गपुर
Office Of Alumni Affairs & International Relations
Indian Institute Of Technology, Kharagpur



Ref. No. 2238/2024/OIR

Date: 18/06/2024

**Subject: Request for acquiring 06 standing air-conditioners for the Office of AA&IR
Nalanda Complex NA-402 and 403**

The Office of AA & IR located at NA-402 & NA-403, top floor Nalanda Complex has been experiencing inadequate cooling due to the malfunctioning air-conditioning system.

Despite repair and maintenance, the top floor offices are still not cooling sufficiently leading to discomfort and hardship in this extreme heat.

To alleviate the problem it is being requested that 06 standing ACs be installed at the Office of the Deans of AA & IR at NA-402 & NA 403.

It is estimated that the A.Cs, which are to be purchased from **GeM portal**, will cost INR 1,05,000.00 per unit. It is estimated that the total expenditure will be INR 8,00,000.00 including installation charges. (Attached GeM document).

Submitted for the kind consideration and necessary approval for fund please.

Suraj W. Verma
Junior Assistant

Verma
Assistant Registrar

Chakraborty
Dean AA

Rabibrata Mukherjee
Dean IR

Dean Infrastructure

Deputy Director

Director