



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

FBR/2022-2023/IIT/19327

Booking Request ID: FBR/2022-2023/IIT/19327

Booking ID: FBK/2022-2023/IIT/18453

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 Bharat Book Binding- V/2016/610 towards cartridge refilling charges for office use, vide bill no-744 dt 24-01-2023

Total Estimated Value : 9632.00 [Rupees Nine Thousand Six Hundred Thirty 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	1279335.00	5183.00	1232821.00	16066 24-02-2023 04:45 PM

Date:

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

If Proposal upto 600000 /-

Date:

Dean (Outreach)
IIT Kharagpur

Approved

(Signature and Seal of The Dean (Outreach))
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

Approved

If Proposal above 600000 /-

Date:

Recommendation of the Dean (Outreach)
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

(Signature with Seal)

Approved

Deputy Director

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

744

INVOICE

M : 9874010794

3/11/19327

Please receive from :

BHARAT BOOK BINDING

General Order Supplier & Govt. Contractor

Vill - Gopalpur, P.O. - Kharra, P.S. - Indas, Dist - Bankura, Pin - 722 205, W. Bengal

GST No. - 19BXFPS5126Q1ZN

Name A. Dean IR & RAddress 11 T. Kharagpur

Byer's GST

SI No.	DESCRIPTION	QNTY.	RATE	AMOUNT RS.	P.
1.	cf 410 A black toner cartridge Refilling	2 No.	1900/-	3800	00
2.	88c black toner cartridge Refilling	6 No.	800/-	4800	00
VENDAR CODE/2016/610				516	00
Rupees in words : Nine Thousand Six hundred Thirty Two only.				516	00
TOTAL				9632	00

Order No. Date

Invoice No. 744 Date 24.1.23

Challan No. Date

BHARAT BOOK BINDING
 SK. JALUSSIN

Proprietor
 For BHARAT BOOK BINDING

Approved

If Proposal above 600000 /-

Recommendation of the /ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOPL) / 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

3 / DEAN
 IC / HEAD
 SE/JOINT

RECEIVED
30 JAN 2023
850
International Relation Office
IIT Kharagpur

प्रमाणित किया जाता है कि निर्दिष्ट आदेशानुसार दी गई बिल में उल्लिखित वस्तु सही अवस्था में प्राप्त की गई है और इसे उपयुक्त स्टॉक रजिस्टर के पृष्ठ संख्या..... क. 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 specification ordered for and have been duly entered in the appropriate Stock

Register Vide Page No. 11.....Sl. No. 06 Dated: 31.1.23

Sl. No.	DESCRIPTION	QTY	UNIT
1	CTA 70A Black for 2022	1	PC
2	88C Black for 2022	1	PC

प्रो. गोतम चक्रवर्ती
Prof. Goutam Chakraborty
Associate Dean
International Relations & Training
अंतराष्ट्रीय संबंध एवं प्रशिक्षण
भा प्रो सं खड़गपुर/IIT Kharagpur

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

VENDOR CODE: 16066

Order No. 24-12
Invoice No. 24-12
Bill No. 24-12

Order Date
Invoice Date
Bill Date