



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

FBR/2022-2023/IIT/10483

Booking Request ID:FBR/2022-2023/IIT/10483

Booking ID:FBK/2022-2023/IIT/9972

Name of Indentor : Anirban Biswas (19007)
Designation : Senior Executive Officer Grade-I
Organisation : Indian Institute of Technology Kharagpur
Cost Center : International Relations
Project : Not Applicable

Budget Information : Maintenance Fund

Item Description : Being amount paid to Audio Visual Cell staff members for extra duty at S.N. Bose Auditorium
"During orientation programme relation for new international students held on 26-08-2022. Alope
Bikash Maity (P/2017/433) Rs.444/-, Pranab Chakraborty (P/2017/278) Rs.444/-

Total Estimated Value : 888.00 [Rupees Eight Hundred Eighty Eight 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
442000.00	436845.00	5155.00	435957.00	19007 20-10-2022 06:26 PM

Date:

(Signature of The Indentor)

Shri Anirban Biswas
Senior Executive Officer (Gr-I)
IIT Kharagpur

If Proposal upto 600000 /-

Approved

Date:

(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)
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

Date:

(Director)

FINANCIAL POWER FOR APPROVAL

AUDIO VISUAL CELL
Central Workshop & Instrument Service Section
IIT Kharagpur, 721302

Overtime bill of AV Staff members

The following staff members of Audio Visual Cell worked during the **Orientation Programme Relations for New International Students** held at **S. N. Bose Auditorium** on **26th August, 2022**. Please arrange to pay **Rupees 888/-** as an for the above mentioned work.

(As per Office Ord. No. Estt./645/2014, Dt. 18.11.2014, w.e.f. April 1, 2014)

Date	Venue	AV Cell Staff	Time From To	Duration	OT (INR)
26/08/2022	S. N. Bose Auditorium	Aloke Bikash Maity (outsourced) VC – P/2017/433 Pan :- BXWPM2109L SBI A/c No. 33278970228 IFSC – SBIN0000202 (M/s. Swapan Kr. Ghosh)	05.00pm to 09.00pm	4 Hrs	Rs 111 x 4hrs. = Rs 444/-
26/08/2022	S. N. Bose Auditorium	Pranab Chakraborty (outsourced) (Vc – P/2017/278) Pan :- AWOPC0125A SBI A/c No. 10224442996 IFSC – SBIN0000202 (M/s. Adi Builder)	05.00pm to 09.00pm	4 Hrs	Rs 111 x 4hrs. = Rs 444/-
				Total	Rs 888/-

Date: 8/9/2022

(प्रोफ. मानब क्र. दस/ Prof. Manab Kr. Das)
अध्यक्ष, /Chairman, CWISS

CHAIRMAN
के. का. उ. से. प्र. /CWISS
भा. प्रौ. सं. खड़गपुर/ I.I.T, Kharagpur

To,
Prof. Goutam Chakraborty
Asso. Dean, Office of International Relations & Ranking
I.I.T. Kharagpur

15 SEP 2022

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Office

Office

Bm

Orientation programme
for new International
Students was conducted

~~Rohitabadi~~
12/09

Chandra Chakraborty

सह-संकायध्यक्ष (अंतराष्ट्रीय संबंध एवं श्रेणी)
Associate Dean (International Relations & Ranking)
भा.प्रौ.सं. खड़गपुर/IIT Kharagpur