



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

FBR/2022-2023/IIT/351

Booking Request ID:FBR/2022-2023/IIT/351

Booking ID:FBK/2022-2023/IIT/311

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 : Amount is being paid through EZ CARD NO- 4216 8701 4829 5262 towards various expenses of IR Office as per bills enclosed. Immediate refill is requested.

Total Estimated Value : 6320.00 [ Rupees Six Thousand Three Hundred Twenty Only ] /-

IS : Approved

Justification(add extra sheet if required ) :

summarized position of allocation

Total Allocated Amount	Cumulative Booked Fund	Available Balance	Total Concurred	Creation Information
124000.00	6320.00	117680.00	0.00	19007 19-04-2022 04:36 PM

Date:

(Signature of The Indentor)

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

If Proposal upto 600000 /-

Approved

অধ্যাপক জয়ন্ত মুখোপাধ্যায়  
প্রাচ্যবর্তক জয়ন্ত মুখোপাধ্যায়

Prof. Jayanta Mukhopadhyay

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, BCRTH/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE 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

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

INDIAN INSTITUTE  
TECHNOLOGY  
KHARAGPUR

## RECEIPT

2021-2022

Invoice No :  
Invoice Date :  
Hsn / Sac :  
GST Rate : 0.00  
Reverse Charge :  
Goods or Service : OTHERS

	Supplier	Customer
Name	Indian Institute of Technology Kharagpur	Anirban Biswas
GSTN	19AAAJI0323G1ZM	
State Code		
State	19	
Bank A/C No	10224336884	20005792081
Bank IFSC Code	SBIN0000202	SBIN0006794

POS PNB

Received with thanks

the sum of **Rupees Five Thousand Two Hundred Only.**

Temporary Electricity Connection from 13.01.2022 to 16.01.2022 (04 Days); Place:Vikramshila Foyer.

Payer Id	Payer Info	On account of	Amount	Chq/DD/TV No.	Receipt Date	Receipt No
19007	ANIRBAN BISWAS	Electricity Charges Recovery	5200.00	5262	02-03-2022	R/2021-2022/IIT/6377

with reference to I.I.T. Demand Memo No. DM/2021-2022/IIT/3812

**Rs. 5200.00**

For INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

CASH SECTION  
RECEIVED  
CH / DD / CASH

02 MAR 2022

Stamped by  
Cashier  
IIT Kharagpur

(Accountant Cash / Cashier)  
Goutam Bit

N.B. In case of payment made by Cheque this receipt is valid after encashment.

To,

Date 28-03-2022

The office of International Relations & Ranking,  
IIT Kharagpur, Pin-721302.

Subject:- Stamp Paper Purchase

The office of International Relations & Ranking have purchased two stamp paper for their official use. details are mentioned below.

SL No	Particulars	Quantity	Rate	Amount
1	Stamp Paper	2	500	1000
2	Commission	2	50	100
Total				<b>1100</b>

Total Amount In Words- (Rupees One Thousand One Hundred Only.)

P. Banerjee  
28.03.2022

Received  
D. Kharagpur  
28/03/2022

List of the Expenses through EZ Card (Card No.: 4216 8701 4829 5262) IR			
Invoice Date	Name of the Payee	Purpose	Amount (Rs)
02.03.2022	IIT Kgp	Temporary Electricity Charges for 18th AAM 2022	5,200.00
28.03.2022		Stamp Paper Purchase for office use	1,120.00
Total			6,320.00

RECEIVED  
Contents Not Verified  
26 APR 2022  
AA&IR Office  
IIT Kharagpur

26 APR 2022

*Shri Anirban Biswas*

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

सह-संचालक (औद्योगिक संबंध एवं श्रेणी)  
Associate Dean (Industrial Relations & Ranking)  
श्री. प्रो. सी. खर्ग, IIT Kharagpur

*Shri Anirban Biswas*