



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

FBR/2022-2023/IIT/569

Booking Request ID:FBR/2022-2023/IIT/569

Booking ID:FBK/2022-2023/IIT/503

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 M/s Sai Hospitality Services (V/2016/2083) towards special lunch for french delegates. vide bill no-8962 dt 29-03-2022

Total Estimated Value : 10868.00 [Rupees Ten Thousand Eight Hundred Sixty Eight Only] -

us : 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	26038.00	97962.00	15170.00	19007 25-04-2022 12:28 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, BORTH/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, BORTH/SE / JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Date:

(Signature with Seal)

Approved

Deputy Director

(Director)

FINANCIAL POWER FOR APPROVAL



TAX INVOICE

No. 8962

M/s. Sai Hospitality Services

Head Office: Sumangala Complex
Navapur Road, Boisar, Opp. Hotel Blue Diamond
Mumbai, Maharashtra-401501

Site Office: New Technology Guest House
IIT Kharagpur, West Bengal
Pin: 721302

Guest Name: Room No:
Book by: *Dean, IIR & Ranking* Date: *29/3/22*
Dept: Ref Date: *23/3/22*

iitkgp.ac

2 05:58

Sl.No.	Particular	Quantity	Rate	Amount
1	BREAK FAST			
2	LUNCH (VEG.)			
3	LUNCH (N/VEG.)			
4	DINNER (VEG.)			
5	DINNER (N/VEG.)			
6	TEA			
7	COFFEE			
8	DRINKING WATER (BOTTLED)			
9	SWEETS			
10	CURD			
11	OTHERS			
12	<i>Spl. Lunch</i>	<i>18</i>	<i>575/-</i>	<i>10,350.00</i>
13				
14				
15				
16				
17				
18				
19				
20			TOTAL	<i>10,350.00</i>
		SGST	<i>2.5%</i>	<i>258.75</i>
		CGST	<i>2.5%</i>	<i>258.75</i>

Rupees:

G.TOTAL *10,868.00*

Guest's Signature:

E & O.E. *[Signature]*

Gstin. : 19ADYPS1163K1ZP

SAC Code. : 996332

Pan No. : ADYPS1163K

Vendor Code : V/2016/2083

For M/s. Sai Hospitality Services

arp, as

<saunani@iitkgp.ac.in> wrote.

Dear Rituparna,

FYI & NA please

Zimbra

sadhan@hijli.iitkgp.ac.in

Re: Visit of French Delegation on 23.03.2022

From : RITUPARNA CHAKRABORTY <rituani07@gmail.com> Mon, Mar 21, 2022 05:58 PM
Subject : Re: Visit of French Delegation on 23.03.2022

To : ngh@hijli.iitkgp.ac.in

Cc : ngh@hijli.iitkgp.ernet.in, Sadhan Banerjee साधन बनर्जी
<sadhan@hijli.iitkgp.ac.in>, Alivia Nag
<alivia.nag@adm.iitkgp.ac.in>, Ms. Koushiki
Mukherjee <koushiki@adm.iitkgp.ac.in>

Dear Sir,

Thank you for your mail. It is noted. So, the final food menu is:

- 1) Cream of veg soup or Cream of tomato soup
- 2) Fish shaslik (Vetki)
- 3) Veg au gratin
- 4) Italian Pasta with Konkani sauce
- 5) Chicken Stroganoff
- 6) Grilled vetki with white sauce
- 7) Garlic Bread
- 8) Herb Rice
- 9) Dal fry
- 10) Ice cream with Gulab jamun
- 11) Drinking water 250 ml

You are being requested to kindly arrange for the lunch for 18 people. As discussed over the telephone, the lunch should be served at 12:00 pm sharp, as the guests will leave by 01:00 pm.

Your utmost cooperation on this matter is highly appreciated.

Thanks and regards,
Rituparna Chakraborty
Office of International Relations
IIT Kharagpur

On Mon, Mar 21, 2022 at 3:37 PM Sadhan Banerjee साधन बनर्जी
<sadhan@hijli.iitkgp.ac.in> wrote:
Dear Rituparna,

FYI & NA please

Rgds
Sadhan
Sadhan

RECEIVED
Content
19 APR 2022
23
AA & IR Office
IIT Kharagpur

प्रमाणित किया जाता है
वस्तु यह आदेशानुसार
पृष्ठ संख्या
Certified that the above goods have been received in
good condition and according to the bill of lading ordered
for and have been duly entered in the appropriate Stock
Register. Vides Page 03 St. No. 05 Dated 26/04/22

~~Business Lunch for French
Delegation~~
Phakraborty
20/04/22

~~Anirban~~
11/5/22
Shri Anirban Biswas
Senior Executive Officer (Gr-I)
IIT Kharagpur

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