



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

FBR/2022-2023/IIT/2040

Booking Request ID:FBR/2022-2023/IIT/2040

Booking ID:FBK/2022-2023/IIT/1899

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 business lunch during Prof. S.K. Mitra (university of waterloo) visit. vide bill no-9008 dt 13-04-2022

Total Estimated Value : 8931.00 [Rupees Eight Thousand Nine Hundred Thirty One 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
150000.00	68330.00	81670.00	59399.00	19007 23-05-2022 12:21 PM

Date:

(Signature of The Indentor)

Shri Anirban Biswas
Senior Executive Officer (Sr-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, BCRTH/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Indian Institute of Technology Kharagpur

If Proposal above 600000 /-

Approved

Date:

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

(Signature with Seal)

Approved

Deputy Director

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

Navapur Road, Boisar, Opp. Hotel Blue Diamond
Mumbai, Maharashtra-401501

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

Guest Name:

Room No:

Book by: *Dean. IR*

Date: *13/4/22*

Dept:

Ref Date:

13:52 PM

med

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)	<i>13</i>	<i>12/-</i>	<i>156.00</i>
9	SWEETS			
10	CURD			
11	OTHERS			
12	<i>Sp. Lunch</i>	<i>13</i>	<i>550/-</i>	<i>7150.00</i>
13				
14	<i>Tea/Coffee Dry Fruit</i>	<i>08</i>	<i>150/-</i>	<i>1200.00</i>
15				
16				
17				
18				
19				
20				
			TOTAL	8506.00
		SGST	2.5 %	212.65
		CGST	2.5 %	212.65
			G.TOTAL	8931.00

Rupees: *Eight thousand nine hundred and thirty one only*

Guest's Signature:

Gstin. : **19ADYPS1163K1ZP**

SAC Code. : **996332**

Pan No. : **ADYPS1163K**

Vendor Code : **V/2016/2083**

For M/s. Sai Hospitality Services

From: "RITUPARNA CHAKRABORTY" <iitkgp.branding@adm.iitkgp.ac.in>
To: "ngh" <ngh@hijli.iitkgp.ac.in>
Cc: "new guest house" <ngh@hijli.iitkgp.ernet.in>, "janasakti4" <janasakti4@gmail.com>
Sent: Friday, April 8, 2022 12:08:43 PM
Subject: Re: BOOKING FOR BUSINESS LUNCH AT TGH ON 12.04.2022

Re: BOOKING FOR BUSINESS LUNCH AT TGH ON 12.04.2022

From : New Guest House <ngh@hijli.iitkgp.ac.in>
Subject : Re: BOOKING FOR BUSINESS LUNCH AT TGH ON 12.04.2022

Fri, Apr 08, 2022 03:52 PM

To : RITUPARNA CHAKRABORTY
<iitkgp.branding@adm.iitkgp.ac.in>
Cc : tgh@hijli.iitkgp.ernet.in, ganga
<ganga.iitkgp@gmail.com>, goutam halder11
<goutam.halder11@gmail.com>, Jayanta
Mukhopadhyay <jay@cse.iitkgp.ac.in>

Dear Sir/Madam,

As per your mail request The Speacial Lunch on 12.04.22 for 13 pax has been confirmed

Kindly find the belew menu

- 1)Green salad
- 2)Harabhara kabeb
- 3)Fish amritsari
- 4)Bhindi jaipuri
- 5)Jackfruit curry
- 6)Paneer pasanda
- 7)Gobhi dalna with green peas
- 8)Chicken kasa
- 9)Dahi vetki
- 10)Plain rice
- 11)Lachha paratha
- 12)Rasmalai
- 13)Kalakand

Rate:-550+GST

Please confirm the same

Thanks & Regards

Sakti Pada(F&B Sup.)
8001208865

From: "RITUPARNA CHAKRABORTY" <iitkgp.branding@adm.iitkgp.ac.in>
To: "ngh" <ngh@hijli.iitkgp.ac.in>
Cc: "new guest house" <ngh@hijli.iitkgp.ernet.in>, "janasakti4" <janasakti4@gmail.com>
Sent: Friday, April 8, 2022 12:08:43 PM
Subject: Re: BOOKING FOR BUSINESS LUNCH AT TGH ON 12.04.2022

प्रमाणित किया जाता है कि निर्दिष्ट आदेशानुसार दी गई बिल में उल्लेखित
वस्तु सही अवस्था में प्राप्त की गई है और इसे उपयुक्त स्टोक रजिस्ट्रार के
पुस्तक संख्या... क्र. 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. 05 Sl. No. 04 Dated 27.05.22

RECEIVED

10 MAY 2022

34

AA & IR Office
IIT Kharagpur

Bh

Business Lunch
during the visit of Prof. SK Mitra
Rakshabhai
10/05/22

Chandra Chandra

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