



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

FBR/2022-2023/IIT/587

Booking Request ID:FBR/2022-2023/IIT/587

Booking ID:FBK/2022-2023/IIT/517

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 Sujata Enterprise (V/2018/832) towards purchase of refreshment items for institute visit. vide bill no-531 dt 14-04-2022

Total Estimated Value : 3140.00 [Rupees Three Thousand One Hundred Forty 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
124000.00	56369.00	67631.00	53229.00	19007 25-04-2022 02:10 PM

Date: 11/5/22

(Signature of The Indentor)
Shri Anirban Biswas
Senior Executive Officer (Gr-I)
IIT Kharagpur

If Proposal upto 600000 /-

Date: 13/5/22

Approved

Prof. Jayanta Mukhopadhyay

(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/JJOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE)

If Proposal above 600000 /-

Approved

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/JJOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Date:

(Signature with Seal)

Deputy Director

Approved

Date:

(Director)

FINANCIAL POWER FOR APPROVAL

BILL

SUJATA ENTERPRISE

RABINDRAPALLY, P.O. - HIJLI
KHARAGPUR, PASCHIM MEDINIPUR

PIN-721306

Mobile: 8016874514

e-mail- kharagpur9932@gmail.com

To O.I.R.
I.I.T Kharagpur

Composition Taxable Person, Not Eligible to Collect Tax on Supplies.

Sl. No.	PARTICULAR	QNTY.	RATE	AMOUNT Rs. P.	
1.	Snacks packet	6pkt	130	780	00
2.	Dark Fantasy = 75gm	20pkt	45	900	00
3.	Bisleri Water = 250ml	2bott	180	360	00
4.	paper cup = 100ml	100pc	1.00	100	00
5.	Special tea	100cup	10	1000	00
				TOTAL	
				3140	00

GSTIN No - 19ESCPD3647A1Z3

Vender Code : V/2018/832

PAN No.- ESCPD3647A

A/c No. - 1040050007344

IFSC Code: PUNB0104020

Rupees in Word

Three Thousand One hundred forty Only

Bill No. 531

Date 14.04.2022

E&O.E.

Challan No

Date

Order No

Date

Sujata Jay
For Sujata Enterprise

Date:

(Director)

FINANCIAL POWER FOR APPROVAL

Register Vide Page No. 02 Sl. No. 05 Dated 25/04/22

Ble

1. Snacks basket
2. Dark chocolate - 100g
3. White chocolate - 100g
4. Paper cup - 100g
5. Special tea

for Institute visit
Rohakraborty
18/04/22

Enke Chakraborty

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

03 0412

Three thousand One hundred Forty Six
14.04.2022

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John G. Thompson