



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

FBR/2022-2023/IIT/5668

Booking Request ID:FBR/2022-2023/IIT/5668

Booking ID:FBK/2022-2023/IIT/5386

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 6 pcs bisleri water container 20ltr for PDF building. vide bill no-550 dt 17-05-2022

Total Estimated Value : 1080.00 [ Rupees One Thousand Eighty 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
298000.00	171305.00	126695.00	170225.00	19007 22-07-2022 05:42 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)  
Prof. Jayanta Mukhopadhyay  
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, BCRT/SE/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

(Signature with Seal)

Deputy Director

Approved

Date:

(Director)

**FINANCIAL POWER FOR APPROVAL**



Indian Institute of Technology Kharagpur  
Finance Section

Booking Request ID:FBR/2022-2023/IIT/5668

Booking ID:FBK/2022-2023/IIT/5386

Dept./Centre/Section/School/Unit	: International Relations
Project	: Not Applicable
Proposal For	: Being amount paid to Sujata Enterprise (V/2018/832) towards purchase of 6 pcs bisleri water container 20ltr for PDF building. vide bill no-550 dt 17-05-2022
Fund Type	: Maintenance Fund
Fund Sanctioned For This Proposal	: 1080.00 [ Rupees One Thousand Eighty Only ] /-
Status	: Approved
Order Id (If Any)	: No Order Has Been Given To This Concurrence On: 22-07-2022 05:44 PM
Remarks By Approving Authority	:Auto Concurrence / Approval Of The Booking Has been Made

Financial Concurrence

Financial Concurrence Id :FBK/2022-2023/IIT/5386

Financial concurrence is accorded for Rs. : 1080.00 [ Rupees One Thousand Eighty Only ] /- under the head No Head of Account(0) for the year 2022-2023, subject to Sanction of Expenditure.

Concurrence By:

J.A.O

Executive / Superintendent

Assistant Registrar (F)

Deputy Registrar (F&A)

Registrar



## 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.	Bisleri water = 20 Lit	6 per	125	750	00
2.	Bisleri water tolly Vana up and down	2 Nos	165	330	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020				<b>TOTAL</b>	1080 00

Rupees in Word ... One thousand eighty Only

Bill No. 550 Date 17.05.2022

Challan No. Date

Order No. Date

E.&O.E.

*Sujata Day*  
For Sujata Enterprise

Date:

(Director)

FINANCIAL POWER FOR APPROVAL

सह-संकायन (अंतर्राष्ट्रीय संबंध एवं रैंकिंग)  
Associate Dean (International Relations & Ranking)  
पा.प्र.स. खड़गपुर/IIIT Kharagpur

*[Signature]*

Head  
Office of International Relations (OR)  
IIIT Kharagpur

*[Signature]*  
21.05.2022

*[Signature]*  
being  
no of order.

the  
amount of  
Rs. 1080/-  
is being supplied during the  
period of order.

Deputy Director

Sanction of Expenditure

Sanction of Expenditure is accorded for Rs. 1080.00 [ Rupees One Thousand Eighty Only ] /- for issue of Work Order /Purchase Order to

M/s.....

Signature with Seal:

Approved By: Director/Dy. Director/Dean/HOD/HOS/HOC/PIC/Chairman/Registrar/Head of Section or Units

NB: Copy of this approval should be attached with the bill and send to the Accounts Section for payment.

RECEIVED  
20 MAY 2022  
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