



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

FBR/2022-2023/IIT/6498

Booking Request ID:FBR/2022-2023/IIT/6498

Booking ID:FBK/2022-2023/IIT/6171

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 office use. vide bill no-560 dt 13-06-2022

Estimated Value : 7050.00 [Rupees Seven Thousand Fifty 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	225231.00	72769.00	218181.00	19007 05-08-2022 06:20 PM

Date:

24/8/22

(Signature of The Indentor)

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)

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

BILL

SUJATA ENTERPRISE

**RABINDRAPALLY, P.O.- HIJLI
KHARAGPUR, PASCHIM MEDINIPUR
PIN-721306**

Mobile: 8016874514

e-mail- kharagpur9932@gmail.com

To ... O.I.R.
H.T. Kharagpur
Month - June

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

Sl. No.	PARTICULAR	QNTY.	RATE	AMOUNT Rs. P.	
1.	Tata tea premium = 250gm	1pkt	85	85	00
2.	Tata tea gold = 250gm	1pkt	135	135	00
3.	Thunbo Darjeeling tea = 250gm	1pkt	340	340	00
4.	Lipton Green tea = 25pc	2box	170	340	00
5.	Nescabe	200gm	330	660	00
6.	Nestle Every day = 400gm	16pkt	210	3360	00
7.	Sugar	3kg	50	150	00
8.	Chatpata Spicy biscuit = 200gm	5pkt	35	175	00
9.	Cheese cream biscuit = 150gm	5pkt	38	190	00
10.	Snackies biscuit = 150gm	5pkt	30	150	00
11.	Biscabe biscuit = 100gm	5pkt	35	175	00
12.	Heylo Artisan biscuit = 100gm	5pkt	45	225	00
13.	Crunchy chocolate biscuit = 150gm	5pkt	35	175	00
14.	Nice time Biscuit = 150gm	5pkt	30	150	00
15.	Britannia thin = 400gm	2pkt	55	110	00
16.	Malkist biscuit = 690gm	1box	180	180	00
17.	Heylo Artisan pista & Rose cookies = 100gm	10pkt	45	450	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020			TOTAL	7050	00

Rupees in Word ... Seven Thousand Fifty Only

Bill No. 560 Date 13.06.2022

Challan No Date

Order No Date

E.&O.E.

Sujata Dey
For Sujata Enterprise

Date: _____ (Director)

FINANCIAL POWER FOR APPROVAL



Monthly requirement
Office

Dhruvabhai
14.06.2022

सह-संयोजक (अंतराष्ट्रीय संबंध एवं रैंकिंग)
भा.प्रौ.सं. खड़गपुर/IIT Kharagpur

सह-संयोजक (अंतराष्ट्रीय संबंध एवं रैंकिंग)
भा.प्रौ.सं. खड़गपुर/IIT Kharagpur

002