



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

FBR/2022-2023/IIT/6499

Booking Request ID:FBR/2022-2023/IIT/6499

Booking ID:FBK/2022-2023/IIT/6173

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 welcome kit for Prof. Abhijit Mukherjee (institute Guest). vide bill no-592 dt 06-07-2022

Estimated Value : 1365.00 [Rupees One Thousand Three Hundred Sixty Five 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	226596.00	71404.00	225231.00	19007 05-08-2022 06:27 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.
I.I.T. Kharagpur

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

Sl. No.	PARTICULAR	QNTY.	RATE	AMOUNT Rs. P.	
1.	Welcome kits Fruits & basket, peeler, knife, Toothbrush, Toothpaste, Dove Soap, Shampoo, Shaving cream, Shaving brush, Disposable razor, Small Sanitizer, Small Mouthwash, water bottles.	1 Nos	1365	1365	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020			TOTAL	1365	00

Rupees in Word

One thousand three hundred sixty five Only

Bill No.

592

Date

06.07.2022

Challan No

Date

Order No

Date

E.&O.E.

Sujata Jay
For Sujata Enterprise

(Director)



Bh

Prof. Abhejit Mukherjee
from Curtin University
visited IIT KGP on 07/07/2022
and stayed here till 11/07/2022.
In this regard, necessary
arrangements were procured
for his staying at
KITGH.

Ambar Choudhary

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

P. Rabeaboby
11/7/22

2022