



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

FBR/2022-2023/IIT/7451

Booking Request ID:FBR/2022-2023/IIT/7451

Booking ID:FBK/2022-2023/IIT/7116

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 virginia tech delegates. vide bill no-605 dt 25-07-2022

Total Estimated Value : 6544.00 [Rupees Six Thousand Five Hundred Forty Four 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	234240.00	63760.00	227696.00	19007 29-08-2022 03:36 PM

Date:

(Signature of The Indentor)

Shri Anirban Biswas
Senior Executive Officer (Gr-I)
IIT Kharagpur

If Proposal upto 600000 /-

Approved

(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)
Indian Institute of Technology Kharagpur

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/JOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Date:

(Signature with Seal)

Approved

Deputy Director

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 Vaseline Moisture, Dove Soap, head & shoulders Shampoo, Comb, Toothbrush, shaving cream & Brush, Colgate, Dettol Sanitizer, Mouthwash, Gillette Guard, Old Spice after shave lotion, Lipton Green tea, Sugar Free, Bisleri water, Basket, Apple, Mango, pomegranate, Quince.	4 Nos	1636	6544	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020			TOTAL	6544	00

Rupees in Word Six thousand five hundred forty four Only

Bill No. 605 Date 25.07.2022

Challan No. Date

Order No. Date

E.&O.E.

Sujata Sen
For Sujata Enterprise

Date:

(Director)

FINANCIAL POWER FOR APPROVAL

28 JUL 2022

74

B1

Welcome Kit of *Forster Vergeria*
Tech Delegates.

Rhakaraboo
28/7/22

Chandra Chandra

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

808