



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

FBR/2022-2023/IIT/15931

Booking Request ID:FBR/2022-2023/IIT/15931

Booking ID:FBK/2022-2023/IIT/15211

Name of Indentor : Shruti Singh Parihar (16066)
Designation : Executive Officer
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 A4 paper and bond paper for office use. vide bill no-640 dt 24-08-2022

Total Estimated Value : 3760.00 [Rupees Three Thousand Seven Hundred Sixty 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
1284518.00	609819.00	674699.00	606059.00	16066 17-01-2023 10:35 PM

Date:

(Signature of The Indentor)

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

If Proposal upto 600000 /-

Approved

Date:

(Signature and Seal of the Dean/Other 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

Approved

If Proposal above 600000 /-

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

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

SUJATA ENTERPRISE

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

Mobile: 8016874514
e-mail- kharagpur9932@gmail.com

To O.I.R
1.1.T Kharag pur

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

Sl. No.	PARTICULAR	QNTY.	RATE	AMOUNT Rs. P.	
1.	Copy power paper A4 size	1000	319	3190	00
2.	Bond paper 100G/M	100	570	570	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020		TOTAL		3760	00

Rupees in Word Three Thousand Seven hundred Sixty Only
Bill No. 640 Date 24.08.2022
Challan No. Date
Order No. Date
E.&O.E.
Sujata Enterprise
For Sujata Enterprise

Date:

(Director)

FINANCIAL POWER FOR APPROVAL



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13/09/22

affected purposes
Dhakraborty
05/09

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Goutam Chakraborty

प्रो. गोतम चक्रवर्ती
Prof. Goutam Chakraborty
Associate Dean / सह संकायध्यक्ष
International Relations and Ranking
अंतर्राष्ट्रीय संबंध एवं श्रेणी
भा प्रो सं खड़गपुर/IIT Kharagpur

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Three thousand seven hundred and eighty
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Signature