



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

FBR/2022-2023/IIT/17615

Booking Request ID:FBR/2022-2023/IIT/17615

Booking ID:FBK/2022-2023/IIT/16803

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 consumable items purchased for office use. vide bill no-731 dt 12-12-2022

Total Estimated Value : 932.00 [Rupees Nine Hundred Thirty Two 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	1212242.00	72276.00	1069026.00	16066 07-02-2023 10:37 PM

Date:

Shruti
8/2/23

(Signature of The Indentor)

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066

If Proposal upto 600000 /-

Approved

J

Date:

17/2/23

प्राध्यापक जयन्त मुखोपाध्याय
(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
Dean Outreach & AA
भारतीय प्रौद्योगिकी संस्थान, खरगपुर
Indian Institute of Technology Kharagpur

Approved

If Proposal above 600000 /-

Recomendation 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

BILL

SUJATA ENTERPRISE

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

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

To

O.R

I.T. Kharagpur

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

Sl. No.	PARTICULAR	QNTY.	RATE	AMOUNT Rs. P.	
1.	papers plate	100ps	3	300	00
2.	papers tea cup = 100ml	100ps	1	100	00
3.	Napking tissue papers = 100ps	5 box	50	250	00
4.	plastic spoon	50 ps	1.50	75	00
5.	Duster	6 ps	22	132	00
6.	Chakni plastic	1 ps	15	15	00
7.	scotch bite	4 ps	15	60	00
GSTIN No - 19ESCPD3647A1Z3 Vender Code : V/2018/832 PAN No.- ESCPD3647A A/c No. - 1040050007344 IFSC Code: PUNB0104020			TOTAL	932	00

Rupees in Word

Nine hundred Thirty two Only

Bill No.

731

Date

12.12.2022

E.&O.E.

Challan No

Date

Order No

Date

Sujata Day
For Sujata Enterprise

(Director)

Date:

FINANCIAL POWER FOR APPROVAL

RECEIVED

18 JAN 2023

792

International Relation Office
IIT Kharagpur

for official purposes
Bhaskarabarty

Goutam Chakraborty

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

Shruti Singh Parihar
Executive Officer
Emp. Code: 16066