

11. 1.12.21
20/01/21
Wednesday

2nd Copy
For Dealing Branch

Siliguri Institute of Technology

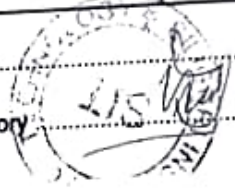
No. 2115 Date: 13/1/21

Name Seraph Baskin

1. Permission / Exam Fee		
2. Registration Fee		
3. Late Fee		
4. Ph. / Fax / Xerox Charge for		
5. Duplicate Mark Sheet/ Admit Card / Migration / Registration / Diploma fee for: <u>Seraph Baskin</u>	8500.00	
6. Re Assessment /Serutiny		/
7. Form		
8.		
TOTAL	8500.00	

Serial No. _____

Authorised Signatory _____



List of Scrap

- | Item (Scrap) | Quantity | Unit |
|---|----------|---------|
| 1) Study table Structure | 1 | NO |
| 2) Bench (Fibre) chair | 3 | NO |
| 3) Wheel chair | 30 + 6 | NO |
| 4) Iron Fix Structure | 2 | NO |
| 5) Printers | 3 | NO |
| 6) Lab instruments | 12 | NO |
| 7) Plumbing item (Fittings) | - | - |
| 8) Laminator machine (with waste) | - | 1 NO |
| 9) Waste paper | - | - |
| 10) Old mobile battery | - | 10 NOS. |
| 11) Miscellaneous cutting
Piece, Iron wire, Pencil, etc.
workshop | - | - |
| 12) Curtain, Rod, Paper, etc. to etc. | - | - |

Date 21/12/20

To
 The Administrator
 SIT, TIG

Sub Request for approval for Scrap sale

Sir,

I would like to inform you that we have some amount of wastage paper, old damage / partly damage bench, chair & other misc items. These are totally unusable and un-repairable and it is also difficult to preserve the same.

Therefore, you may kindly give consent to sale out the above items as scrap.

Thanking you,

With regards,


 (ASOK TALUKDAR)
 SIT

AIR NO - 21794
 Dt: 18/11/21

Proposed
Asok Talukdar
 21/12

Not be approved
Finalized as per
prop sale in 15/12

A/As
21. Dec
21/12

3rd Copy
For Students / Bearer

Siliguri Institute of Technology

No. 18991

Date: 18/4/18

Name

Serap Sales

1. Permission / Exam Fee :		
2. Registration Fee :		
3. Late Fee :		
4. Ph. / Fax / Xerox Charge for :		
5. Duplicate Mark Sheet/ Admit Card / Migration / Registration / Diploma fee for: Sale of Serap	3157.00	
6. Re Assessment /Serutiny :		
7. Form :		
8.		
TOTAL	3157.00	

Serial No.

Authorised Signatory



2nd Copy
For Dealing Branch

Siliguri Institute of Technology

No. 21192

Date : 19/11/20

Name

Mukesh Sharma

1. Permission / Exam Fee :		
2. Registration Fee :		
3. Late Fee :		
4. Ph. / Fax / Xerox Charge for :		
5. Duplicate Mark Sheet/ Admit Card / Migration / Registration / Diploma fee for : <i>Scrap Sale</i>	6 266	00
6. Re Assessment / Serutiny :		
7. Form :		
8.		
TOTAL	6 266	00

Serial No.

Authorised Signatory

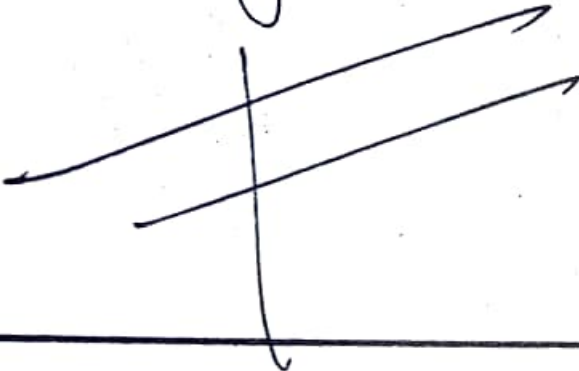


Materials Requisition Slip

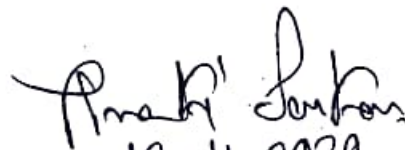
SILIGURI INSTITUTE OF TECHNOLOGY


Hill Cart Road, P.O. Sukna, Siliguri
Pin : 734 009 (W. B.) Dist. Darjeeling

Sl. No. 1338

Particulars	Purpose	Qty.
Disposal of old Newspaper and magazines 	To vacate space for current newspapers.	6266.


Approved by :


12.11.2020
Approved by
Incharge :

Prepared by : Sourav
Department : Library
Signature : 
Date : 12.11.20

3rd Copy
For Students / Bearer

Siliguri Institute of Technology

No. 21732

Date: 28/11/19

Name: Sanap Gals.

1. Permission / Exam Fee :		
2. Registration Fee :		
3. Late Fee :		
4. Ph. / Fax / Xerox Charge for :		
5. Duplicate Mark Sheet/ Admit Card / Migration / Registration / Diploma fee for : <u>Sanap Gals.</u>	1500	00
6. Re Assessment / Serutiny :		
7. Form :		
8.		
TOTAL	1500	00

Serial No.

Authorised Signatory [Signature]

Date : 01.11.19

To
The Administrator
Siliguri Institute of Technology
Siliguri

Sir,

As you aware that, the renovation work is progressing of ground floor of guest house for guest accommodation purpose.

Previously the same floor was used as scrap yard (mainly paper scrap), now this huge scrap clear out from the area for above mention purpose.

Therefore, I request your necessary approval for sell out the same scrap.

Thanking you,



(Asok Talukdar)

Rs 1500/-

Must be approved

Approved
As per
CA

4/11

Note Sheet

Date:04-02-2019

Respected Sir,

This is to inform you that, there is a lumpsum quantity of damage computer parts laying unused in our custody which need to dispose off.

Therefore, I am requesting for your approval in this matter.

With Regards,

Sujay Paul
1/2/19

Sujoy Paul

Siliguri Institute of Technology

List of Scrap Details given as follows:

1. 25 nos. of old broken/damaged keyboard
2. 07 nos. Not Working/Damaged Monitor
3. 15 nos. old not working SMPS
4. Not Working Motherboards & other spare parts

Pr. Pr.
Dr. Lee

S. S.
Chatterjee

Must be approved

[Signature]
S/S

Sl no	NAME(CAPITAL LETTER)	DEPT	COLLEGE	SIGN
1	C.R.T. Monitor - 2	2	x 500/-	1000/-
2	L.C.D. Monitor - 8	8	x 50/-	400/-
3	Key Board - 26 + 48 + 11 =	85	x 10/-	850/-
4	V.P.S - 5 - 15 -	15	x 100/-	1500/-
5	Batter 12v - 8 + 3	11	x 60/-	660/-
6	S.M.P.S - 8 + 2	10	x 30/-	300/-
7	Ware (card)	-		
8	Cigar - 2	2	x 200/-	400/-
9	Printer 9 + 1	10	x 10/-	100/-
10	C.P.O - 2	2	x 100/-	200/-

Madan Bared - 10
 Miscellanies -
 Table Fan -
 Chair - 4

10 x 50/- = 500/-
 20 kg x 20/- = 400/-
~~500/-~~
~~200/-~~
~~200/-~~
 150/-
 500/-

WTB-73 C 0748 ✓

Date : 19.12.18

To
The Administrator
SIT, TIG.

Sub. : Request for approval of Scrap sale

Sir,

I would like to inform you that we have some old, damage / partly damage bench desk in our stock, these are totally unusable, and mostly un-repairable

We have many things like old broken office chair, old computer and misc. items, which are totally unusable, and mostly un-repairable.

These are difficult to stored in a proper place as there is no such space in our campus.


Therefore, you may kindly give us the above items to sale out as scrape.

Thanking you,

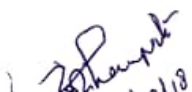
With regards,


(Asok Talukdar)

LIST OF THE SCRAP ATTACHED HEREWITH.


sic

Received
As proposed
Subject to
Approval of
Director SIT


22/12/18

Details of the scrap mention below :

Sl. no.	Particular	Rate
1.	Iron Gate	20.00 /Kg
2.	Iron Strip	20.00 / Kg
3.	Flex Frame (Iron)	18.00 / kg
4.	Broken Chair / Table etc.	18.00 / kg
5.	A. C. Compressor – Damage – 2 nos.	400.00 per piece
6.	Broken PVC door	15.00 / Kg
7.	Old broken Electrical fittings	
8.	Other misc. items	

May be approved

DATE : 05.01.2019.

SCRAP SALE

- 1. IRON SCRAP - 1442 KG. @ 20.00 PER KG. = RS. 28,840.00
- 2. SCRAP BROKEN CHAIR & TALE ETC. - 140 KG. @ 18.00 PER KG. = RS. 2,520.00
- 3. SCRAP(MISC.) - 80 KG. @ 15.00 PER KG. = RS. 1,200.00
- 4. A.C. COMPRESSOR(DAMAGE) - 2 PCS @ 400.00 PER PC. = RS. 800.00

TOTAL -	RS. 33,360.00
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(Thirty-three thousand Three hundred sixty)

[Signature]
05/01/19

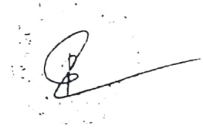
33360	(M. TALVANDI)
26000	
7360/-	

Rs 26000/- De

Recd. on 5/01/19

To Whom It May concern


This is to certify that our concern is enlisted for refilling & recycling of Printer cartridge by Siliguri Institute of Technology. We are rendering service to the Institute since June 2018.



BILL OF SUPPLY

DEVRAJ COMPUTER
 Shanti nagar,, Siliguri-734004
 Email id:bappasg37@gmail.com
 Phone: 9832395379/9382645594

Name & Address : To, THE DIRECTOR,SIT SALBARI,SUKNA	Invoice No.154	Date:19/10/20
	Sales order No.	DeliveryChalan No.
	Transit Form No.	Vehicle No.
	Dispatch Through :	Other Reference (s)
		Destination :

SI No.	DESCRIPTION OF GOODS	Qty	Rate Per Unit	Amount (Rs.)
1	12A TONER CARTRIDGE REFILL	3 Nos	Rs.250	Rs.750/.
2	88A TONER CARTRIDGE REFILL	3 Nos	Rs.250	Rs.750
3	925 TONER CARTRIDGE REFILL	2 Nos	Rs.250	Rs.500
4	12A TONER DRUM	2Nos	Rs.200	Rs.400
5	88A TONER DRUM	2 Nos	Rs.200	Rs.400
6	925 TONER DRUM	1No	Rs.200	Rs.200
<p><i>Receipt Checkd.</i></p> 				
<p>Rupees in words: Three thousand only.</p>				Rs3000.00
<p>Grand Total</p>				Rs.3000.00

*All disputes to Siliguri Jurisdiction only.

Declaration: We Declare that this invoice shown the Actual price of the goods describe& that all Particulars are true and correct.

For Devraj Computer



Authorized Signatory