

**Amit Kumar**

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**From:** Arpit Pathak  
**Sent:** 08 June 2021 05:53 PM  
**To:** Amit Kumar  
**Subject:** FW: Approval Request 08 June 2021 - HP Plotter 711 Supply

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**From:** Takahiro Yamazaki <takahiro.YAMAZAKI@krisumi.com>  
**Sent:** 08 June 2021 17:34  
**To:** Arpit Pathak <arpit.pathak@krisumi.com>  
**Cc:** Akash <akash@krisumi.com>  
**Subject:** Re: Approval Request 08 June 2021 - HP Plotter 711 Supply

Approved.

Kind Regards,  
Takahiro Yamazaki / 山崎 貴博

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**From:** Arpit Pathak <[arpit.pathak@krisumi.com](mailto:arpit.pathak@krisumi.com)>  
**Date:** Tuesday, 8 June 2021 at 8:39 PM  
**To:** Takahiro Yamazaki <[takahiro.YAMAZAKI@krisumi.com](mailto:takahiro.YAMAZAKI@krisumi.com)>  
**Cc:** Akash <[akash@krisumi.com](mailto:akash@krisumi.com)>  
**Subject:** Approval Request 08 June 2021 - HP Plotter 711 Supply

Dear Yamazaki San,

Kindly accord your approval for Supply of HP Plotter 711 – Printhead.

		<b>APPR</b>
<b>Project</b>		<b>Sa</b>

<b>Subject</b>	
<b>Supplier/ Vendor</b>	
<b>Date</b>	
<b>Document Ref No.</b>	

**We have received indent for Supply of HP Plotter 711 - Printhead 1No with Service Charges , for same we have receive quotation from M/s  
Due to urgency approval process on single quote basis.**

**Total cost for approval is required is Rs.14,200 + GST.**

<b>Sl.No</b>	<b>Description</b>	
<b>1</b>	<b>HP Plotter 711 - Printhead</b>	
<b>2</b>	<b>Service Charges</b>	
		<b>TOTAL</b>
		<b>GST @ 18%</b>
		<b>Grand Total</b>

**Supply Schedule - Immediate.**

**Payment Terms -7 days from the date of Invoice.**

SI No.	Budget Head
1	ITRAM-Printers and Peripherals

Regards,  
Arpit

**APPROVAL / LOGIC NOTE**

Project	Sales Office, Sector-36A,Gurgaon
Subject	Supply of HP Plotter 711 - Printhead
Supplier/ Vendor	DIGITAL GLOBAL
Date	16-Apr-21
Document Ref No.	City 36/PH1/ SC /PUR/764

We have received indent for Supply of HP Plotter 711 - Printhead 1No with Service Charges , for same we have receive quotation from M/s.Digital Global. after negotiation we are processing approval in favor of M/s. Digital Global

Due to urgency approval process on single quote basis.

Total cost for approval is required is Rs.14,200 + GST.

Sl.No	Description	Unit	Quantity	Rate	Amount
1	HP Plotter 711 - Printhead	No	1	12,700	12,700
2	Service Charges			1500	1500
<b>TOTAL</b>					<b>14,200</b>
GST @ 18%					<b>2,556</b>
<b>Grand Total</b>					<b>16,756</b>

Supply Schedule - Immediate.

Payment Terms -7 days from the date of Invoice.

Budget :As below-Expenses Budget- Repairs and Maintenance:- ITRAM-Printers and Peripherals

SI No.	Budget Head	Amount	Alloted Amt till date	Balance Amount
1	ITRAM-Printers and Peripherals	50,000	0	50,000

*Amit*  
07/021

Sanjeev Kumar Wasan

Amit Dixit

Approved By

*[Signature]*

*[Signature]*

Gulshan Kumar/ ~~7-6-2021~~

Akash Khurana

Takahiro Yamazaki