



SRINIVASA EDUCATIONAL SOCIETY'S
PACE INSTITUTE OF TECHNOLOGY & SCIENCES
(AUTONOMOUS)

Approved by AICTE, Accredited by NBA & NAAC(A Grade), Recognized under 2(f) & 12(B) of UGC
Permanently Affiliated to JNTUK, Kakinada. A.P., An ISO 9001:2008 Certified Institution
NH-16, Near Valluramma Temple, ONGOLE - 523 272, A.P., INDIA, Ph.: 08592 278315, 9581456310 | www.pace.ac.in





Ref:PACE/Autonomous/FC/1

Date : 22/03/2018

FINANCE COMMITTEE (AUTONOMOUS) MEETING HELD ON 22/03/18

THURSDAY AT 2.30 PM.

The following are the Members who are attended for the Finance Committee meeting is held on 22/03/2018 at 2.30 PM at Principal Chamber.

S.No.	Name of the Department/Section	Name of the staff member & Designation.	Signature.
1.	Principal, PACE Institute of Technology & Sciences.	Dr.M.Sreenivasan Chairman.	
2.	Management Nominee & GB. Member.	M.V. Ramana babu. Admin. officer	
3.	Auditor.	K. Rajesh. Chartered Accountant.	
4.	Professor, M.B.A. Department.	Dr. V. Venkateswara Rao, Convener	
5.	Asst. professor, M.B.A. Department.	M. Revathi Member.	

Dr.Sreenivasan


Principal



SRINIVASA EDUCATIONAL SOCIETY'S

PACE INSTITUTE OF TECHNOLOGY & SCIENCES: ONGOLE
(AUTONOMOUS)

Approved by AICTE, Accredited by NBA & NAAC(A Grade), Recognized under 2(f) and 12(b) of UGC
Permanently Affiliated to JNTUK, Kakinada. An ISO 9001:2008 Certified Institution
NH-16, Near Valluramma Temple, ONGOLE - 523272. A.P. Contact No: 08592278315, 9581456310 | www.pace.ac.in

AGENDA

MEETING OF FINANCE COMMITTEE

Date: 23.03.2018

Time: 11.00 AM

Venue: Finance Committee Chairman Chambers,

Main Block,

PACE Institute of Technology & Sciences, Valluru



SRINIVASA EDUCATIONAL SOCIETY'S
PACE INSTITUTE OF TECHNOLOGY & SCIENCES
(AUTONOMOUS)

Approved by AICTE, Accredited by NBA & NAAC(A Grade), Recognized under 2(f) & 12(B) of UGC
Permanently Affiliated to JNTUK, Kakinada, A.P., An ISO 9001:2008 Certified Institution
NH-16, Near Valluramma Temple, ONGOLE - 523 272, A.P., INDIA, Ph.: 08592 278315, 9581456310 | www.pace.ac.in

Ref. PACE/FIN/Cir./ 2018-19/ 02.

Date: 22/03/2018.

CIRCULAR

This is to inform to all of the Members of the Finance committee that a Meeting is organized on 23/03/2018 at 11.00 AM at principal chambers, to discuss and finalize the following items.

1. To Purchase of Air Conditioners for College purpose as per request receive on Date 6-03-2018.
2. To Purchase of the Laptops as per request received on 8/03/2018.
3. To purchase of the Lab equipment for the college purpose as per request received on 9/03/2018.
4. To Purchase of H.P. Laser printer for the college purpose, as per request received on 10/3/2018.
5. To Purchase of HP Server for the college Purpose as per request order received on 12/03/2018.
6. To Purchase of Computer Spare parts for the college purpose as per request order received on 14/03/2018.
7. To purchase of Electrical fans for the purpose as per request order received on 16/03/2018.
8. To purchase of Panel Boards for the purpose of as per request order received on 18/03/2018.

All the members are requested to attend the meeting without fail, in case any alternate attendance is proposed by the members it has to be approved before the commencement of the meeting.


Convener/Principal

Copy to

1. M. Sreenivasan, Principal
2. M.V.Ramana babu -A.O.
3. Dr.V VenkateswaraRao-Convener
4. Office file.

PACE INSTITUTE OF TECHNOLOGY & SCIENCES ONGOLE-ANDHRA PRADESH

MINITUS OF MEETING OF THE FINANCE COMMITTEE

A meeting of all the members of purchase committee was held in Principal chamber on Dt.23.03.2018 at 11.00 A.M. under the Chairmanship of Dr. M. Srinivasan, Principal of PACE Institute of Technology & Sciences, Ongole, Andhra Pradesh.

Following members attended the meeting:

S.No	Members	Designation	Nature
1.	Dr. M.Srinivasan	Principal	Chairman
2.	Sri. M.V. Ramana Babu	Administrative Officer	Member
3	Sri K. Rajesh	Auditor	Member
4	Dr. V. Venkateswara Rao	professor	Convener
5	Mrs. M. Revathi	Asst. professor	Member
6	Mrs.V. MadhuriKumari	Accounts Officer	Member

At the outset Dr. M. Srinivasan, Principal of PACE and Chairperson, the agenda items were taken up for discussions with the permission of the Chair

AGENDA OF THE MEETING:

As per the request of Chairperson, the Convener placed the agenda items for discussion. After through discussion the following resolutions were made.

Agenda

- To Purchase of Air Conditioners for College purpose as per request receive on Date 6-03-2018.
- To Purchase of the Laptops as per request received on 8/03/2018.
- To purchase of the Lab equipment for the college purpose as per request received on 9/03/2018.
- To Purchase of H.P. Laser printer for the college purpose, as per request received on 10/3/2018.
- To Purchase of HP Server for the college Purpose as per request order received on 12/03/2018.

- To Purchase of Computer Spare parts for the college purpose as per request order received on 14/03/2018.
- To purchase of Electrical fans for the College purpose as per request order received on 16/03/2018.
- To purchase of Panel Boards for the College purpose of as per request order received on 18/03/2018.

Decisions:

Minutes of the Meeting :

- The finance committee members has consider & approved an amount of **Rs. 1,50,000/-** (Rupees One Lakh Fifty thousand and only) to purchase Air conditioners as per Request received on 6/03/2018.
- To purchase the Laptops the Members has approved the amount of 1,00,000(One Lakh Rupees only) as per request received on 8/03/2018.
- To Purchase of H.P. Laser printer for the college purpose, the members has Approved the amount of 1,75,000 (One Lakh Seventy Five thousand only) as per request received on 10/3/2018.
- To Purchase of HP Server for the college Purpose, the Members has approved the amount of Rs. 1,40,000 (One Lakh forty thousand rupees only) as per request order received on 12/03/2018.
- To Purchase of Computer Spare parts for the college purpose, the Members has approved Rs. 60,000 (Sixty thousand rupees only) as per request order received on 14/03/2018.
- To purchase of Electrical fans for the College purpose, the member has approved Rs. 1,50,000 (One Lakh Fifty thousand Rupees only)as per request order received on 16/03/2018.
- To purchase of Panel Boards for the College purpose, the Members has approved Rs.1,00,000 (One Lakh rupees only) of as per request order received on 18/03/2018.

It is decided to consider and approved the above items and forward the accounts Department to raise the purchase orders for against the quotations.

The meeting came to end at 12.30 P.M with a vote of thanks to the Chairperson and members of Finance Committee.

Sd/- 

Convener- Finance Committee

Sd/- 

Chairperson, Finance Committee

Following members attended the meeting:

SL.No	Members	Designation	POSITION	signature
1.	Dr. M.Srinivasan	Principal	Chairman	M.S.
2.	Mr. M.V. Ramana Babu	Administrative Officer	Member	M.V.R.
3.	Sri C. Rajesh	Auditor	Member	C. Rajesh
4.	Dr. V. Venkateswara Rao	professor	Convener	V.V.R.
5.	Mrs. M. Revathi	Asst. professor	Member	M. Revathi
6.	Mrs.V. MadhuriKumari	Accounts Officer	Member	V. Madhuri