



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](http://www.pace.ac.in)

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**AGENDA**

**MEETING OF FINANCE COMMITTEE**

**Date: 12.09.2019**

**Time: 2.30 PM**

**Venue: Finance Committee Chairman Chambers,**

**Main Block,**

**PACE Institute of Technology & Sciences, Valluru**



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NH-16, Near Valluramma Temple, ONGOLE - 523 272, A.P., INDIA, Ph.: 08592 278315, 9581456310 | www.pace.ac.in

Ref: PACE/Autonomous/FC/3

Dt:12-09-2019

### **FINANCE COMMITTEE (AUTONOMOUS)**

The finance committee (Autonomous) of pace institute of technology & sciences is constituted with the following numbers for a term of three years with effect from the date of this document.

#### **Composition of finance committee**

- 1.Dr.M.Sreenivasan , Principal pace institute of technology & sciences - Chairmen
- 2.Sri.M.V.Ramana Babu–Management Nominee & G.B Member
- 3.C.Rajesh–Auditor
- 4.Dr.V.Venkateswara Rao–Professor MBA Department–Convener
- 5.M.Revathi–Asst. professor MBA Department - Member

Term : The term of finance committee shall be three years .

Meetings: The finance committee shall meet at least twice a year .

#### **Functions of the Finance Committee :**

The finance Committee shall act as on Advisory Body to the Governing Body to consider

1. A Budget estimates relating to the grant receive/receivable from UGC and income from Fees etc., collected for the activities to undertake the scheme of autonomy.
2. Audited Accounts for the above.



**Dr.Sreenivasan**

**Principal**



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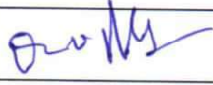

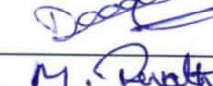
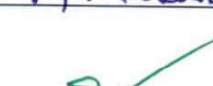
Ref:PACE/Autonomous/FC/3

Date : 12/09/2019

### **FINANCE COMMITTEE (AUTONOMOUS) MEETING HELD ON 12/09/19**

#### **THURSDAY AT 2.30 PM.**

The following are the Members who are attended for the Finance Committee meeting is held on 12/09/2019 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.	C. 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



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Ref . PACE/FIN/Cir./ 2019-20/ 03.


Date: 12/09/2019.

**CIRCULAR**

This is to inform to all of the Members of the Finance committee that a Meeting is organized on 12/09/2019 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 received on Date 6-08-2019
2. To Purchase of the Laptops as per request received on 18/08/2019.
3. To purchase of the Lab equipment for the college purpose as per request received on 24/08/2019.
4. To Purchase of H.P. Laser printer for the college purpose, as per request received on 16/8/2019
5. To Purchase of HP Server for the college Purpose. as per request order received on 22/08/2019.
6. To Purchase of Computer Spare parts for the college purpose as per request order received on 16/08/2019
7. To purchase of Electrical fans for the purpose as per request order received on 17/08/2019.
8. To purchase of Panel Boards for the purpose of as per request order received on 18/08/2019.

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.





Ref.PACE/FIN/Cir./2019-20/03.

Date: 12/09/2019.

**Decisions:**

**Minutes of the Meeting:**

- ❖ The Finance Committee members has consider & approved an amount of Rs. 1,75,000/- (Rupees One Lakh Seventy Five thousand and only) to purchase Air Conditioners as per Request received on 14/03/2019.
- ❖ To purchase the Laptops the Members has approved the amount of Rs. 1,50,000/- (One Lakh Fifty thousand Rupees only) as per request received on 18/08/2019.
- ❖ To Purchase of H.P. Laser Printer for the college purpose, the Members has approved the amount of Rs. 1,75,000/- (Rupees One Lakh Seventy Five thousand only) as per request order received on 16/08/2019.
- ❖ To Purchase of H.P. Server for the college purpose, the Members has approved the amount of Rs. 1,50,000/- (One Lakh Fifty thousand Rupees only) as per request received on 22/08/2019.
- ❖ To Purchase of Computer Spare Parts for the College purpose, the Members has approved Rs. 80,000/- (Rupees Eighty thousand Rupees only) as per request received on 16/08/2019.
- ❖ To Purchase of Electrical fans for the College Purpose, the members has approved Rs. 1,50,000/- (Rupees One Lakh Fifty thousand Rupees only) as per request received on 17/08/2019.
- ❖ To Purchase of Panel Boards for the College Purpose, the members has approved Rs. 1,00,000/- (One Lakh Rupees only) as per request received on 18/08/2019.

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 04.30 P.M with a vote of thanks to the Chairperson and members of Finance Committee.

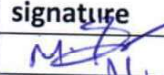
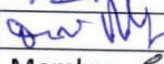

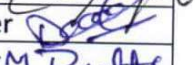
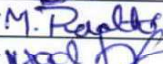
Sd/-

Convener – Finance Committee

Sd/-

Chairperson – Finance Committee

Following members attended the meeting:

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