

## MINUTES OF MEETING 2017-18

The Meeting of Annual College maintenance Committee of R.C Patel Institute of Pharmaceutical Education and Research, Shirpur was held on **2<sup>nd</sup> July 2018 at 11 am** in conference Hall.

Following Members were present for the meeting:

Sr No.	Name	Designation
1	Mr Rajgopalji bhandari	Chairman
2	Mr N.S Girase	CFO
3	Dr S.J Surana	Principal
4	Dr A.A Shirkhedkar	Vice-Principal
5	Mr T.F Shirsath	Engineer
6	Mr M.P Baireya	Sr.Executive
7	Mr M.G Jadhav	Registrar

Registrar, Mr Jadhav welcomed the members to the Maintenance meeting and requested Hon. Bhandari Sir to offer opening remarks. Dr. S.J Surana, Hon. Principal informed the aim behind formation of maintenance committee and its functions.

The followings points were discussed in the above meeting:

- Item no 1:** The minutes of 2017-18 meeting held on **3<sup>rd</sup> July 2017** were read and confirmed by each member of the committee and minor changes desired were suggested.
- Item no 2:** The college building maintenance was sanctioned to Mr Anand G Bari, Atmosuman buildcon Pvt ltd and Citadel Eco build Pvt Ltd with estimated budget of 12 Lakhs.
- Item no 3:** The C.C.T.V repair was given to Divya Jyot,Jalgaon at 1 lakh budget.
- Item no 4:** The furniture and Glass work was sanctioned to Shri Ram Glass and furniture with the estimated budget of 7 Lakhs.
- Item no 5:** The granite was purchased from Balaji Granite with the budget sanctioned was 5 Lakhs.
- Item no 6:** Computer and accessories was purchased from HP India sales Pvt Ltd and Microline india Pvt Ltd,Mumbai with the budget assigned of 90,00,000
- Item no 7:** The annual cleaning and sanitation work was continued with Satguru express with allotment of 13 lakhs budget.
- Item no 8:** The repairing and maintenance of building was contracted to Sanjari paints, Hakimi pipe & hardware, with the total expense estimated to be 10 lakhs.

9. **Item no 9:** The budget for Electric bill (M.S.E.B) on reviewing old bills was decided to be approximately around 18 lakhs for this year.
  
10. **Item no 10:** The electric expenses was budgeted to be 6 Lakhs with giving orders to Subhash electrical Pvt Ltd,Desai brothers and Om shree light house.
  
11. **Item no 11:** Plant purchase and plant maintenance wages expenses were allocated to Balaji Gardening and Vishal Bari with estimated approx budget of 11 Lakhs.
  
12. **Item no 12:** Play ground maintenance was continued from Shirpur education society with the budget of 10 lakhs annually.
  
13. **Item no 13:** Security services including watch man charges and wages were approved for Super Protection security services and DHL Security & Allied services with budget amount of Rs 15 Lakhs approximately.

The meeting was concluded after vote of thanks.

## MINUTES OF MEETING 2017-18

The Meeting of Annual College maintenance Committee of R.C Patel Institute of Pharmaceutical Education and Research, Shirpur was held on **3<sup>rd</sup> July 2017 at 10 am** in conference Hall.

Following Members were present for the meeting:

Sr No.	Name	Designation
1	Mr Rajgopalji bhandari	Chairman
2	Mr N.S Girase	CFO
3	Dr S.J Surana	Principal
4	Dr A.A Shirkhedkar	Vice-Principal
5	Mr T.F Shirsath	Engineer
6	Mr M.P Baireya	Sr.Executive
7	Mr M.G Jadhav	Registrar

The meeting started with the welcome address to each member of the Annual Maintenance meeting and the overview of last meetings minutes.

The followings points were discussed in the above meeting:

- Item no 1:** The minutes of 2016-17 meeting held on **20th June 2016** were cross checked to verify the objectives met and the points were confirmed by the committee members.
- Item no 2:** The college building was planned to renovate and one additional floor need to be constructed was discussed between chairman and the principal. Approval was granted to do the same.
- Item no 3:** The building POP work was allocated to Mohamad Salim rahat husen sheikh with budget of 2 lakhs.
- Item no 4:** The furniture work was sanctioned to Om sai steel furniture and Shiv kumar saini furniture work with the estimated budget of 5 Lakhs.
- Item no 5:** Computer repairing and annual services were decided to shift to Rahul enterprise and jogani infotech pvt ltd with proposed budget of 5 Lakhs.
- Item no 6:** The annual cleaning and sanitation work was continued with Satguru express with allotment of 13 lakhs budget.
- Item no 7:** The repairing of C.C.T.V Camera was given to Ayush Enterprises with 1 lakh budget and the maintenance of C.C.T.V camera was allotted to C-Tec electronics and communication with the expected budget of 3 lakhs annually.
- Item no 8:** The repairing and maintenance of building was contracted to Sanjari paints, Hakimi pipe & hardware, with the total expense estimated to be 10 lakhs.

9. **Item no 9:** The budget for Electric bill (M.S.E.B) on reviewing old bills was decided to be approximately around 18 lakhs for this year.
10. **Item no 10:** The electric appliances to be purchased were sanctioned to Om-shree light house and Milan trading and Ashok electrical with estimated total budget of 10 Lakhs.
11. **Item no 11:** Plant purchase and plant maintenance wages expenses were allocated to Balaji Gardening and Vishal Bari with estimated approx budget of 11 Lakhs.
12. **Item no 12:** Play ground maintenance was continued from Shirpur education society with the budget of 13 lakhs annually.
13. **Item no 13:** Security services including watch man charges and wages were approved for Super Protection security services and DHL Security & Allied services with budget amount of Rs 13 Lakhs approximately.

The meeting was concluded after vote of thanks.

## MINUTES OF MEETING 2016-17

The Meeting of Annual College maintenance Committee of R.C Patel Institute of Pharmaceutical Education and Research, Shirpur was held on **20th June 2016 at 11.30 am** in conference Hall.

Following Members were present for the meeting:

Sr No.	Name	Designation
1	Mr Rajgopalji bhandari	Chairman
2	Mr N.S Girase	CFO
3	Dr S.J Surana	Principal
4	Dr A.A Shirkhedkar	Vice-Principal
5	Mr T.F Shirsath	Engineer
6	Mr M.P Baireya	Sr.Executive
7	Mr M.G Jadhav	Registrar

Registrar Welcomed all the members for the Annual maintenance meeting and read the minutes of 2015-16 meeting before continuing with current year discussion.

The followings points were discussed in the above meeting:

- Item no 1:** The minutes of last maintenance meeting held on 22<sup>nd</sup> June 2015 was discussed and marked the completion of assigned task. Minor changes needed in the present contract were discussed.
- Item no 2:** The building maintenance contract was shifted from pathan and sheikh to Meena prakash Nururam and Anand G Bari with total maintenance budget estimated 55, 10,100.
- Item no 3:** The repairing and maintenance was assigned to Dev electronic, Snow House, Dhule and orchid scientific & innovative india pvt ltd with the estimated total cost of Rs 18 lakhs.
- Item no 4:** The annual cleaning and sanitation work was contracted to Satguru express with allotment of 13 lakhs budget.
- Item no 5:** Computer repairing and annual services were decided to be given to Samarth enterprises, Life digital and Avishkar technologies with the budget of 4 Lakhs.
- Item no 6:** The budget for Electric bill (M.S.E.B) on reviewing old bills was decided to be approximately around 20 lakhs for this year.
- Item no 7:** The maintenance of C.C.T.V camera was allotted to C-Tec electronics and communication with the expected budget of 5 lakhs annually.
- Item no 8:** The electric appliances to be purchased were sanctioned to Om-shree light house and Milan trading with estimated total budget of 6 Lakhs.

9. **Item no 9:** Plant purchase and plant maintenance wages expenses were allocated to Balaji Gardening and Vishal Bari with estimated approx budget of 10 Lakhs.
10. **Item no 10:** Play ground maintenance was continued from Shirpur education society with the budget of 8 lakhs annually.
11. **Item no 11:** Security services including watch man charges and wages were approved for Super protection security system with budget amount of Rs 13 Lakhs approximately.

The meeting was concluded after vote of thanks.

## MINUTES OF MEETING 2014-15

The Meeting of Annual College maintenance Committee of R.C Patel Institute of Pharmaceutical Education and Research, Shirpur was held on **22nd June 2014 at 4 pm** in conference Hall.

Following Members were present for the meeting:

Sr No.	Name	Designation
1	Mr Rajgopalji bhandari	Chairman
2	Mr N.S Girase	CFO
3	Dr S.J Surana	Principal
4	Dr A.A Shirkhedkar	Vice-Principal
5	Mr T.F Shirsath	Engineer
6	Mr M.P Baireya	Sr.Executive
7	Mr M.G Jadhav	Registrar

Registrar, Mr Jadhav welcomed the members to the Maintenance meeting and requested Hon. Bhandari Sir to offer opening remarks. Dr. S.J Surana, Hon. Principal informed the aim behind formation of maintenance committee and its functions.

The followings points were discussed in the above meeting:

- Item no 1:** To confirm the minutes of meeting held on 30<sup>th</sup> June 2014  
The Registrar read out the minutes of the first meeting of maintenance Committee held on 30<sup>th</sup> June 2014. The house discussed about the successful completion of the task planned in last meeting.
- Item no 2:** On discussing about the annual maintenance budgeted, Dr Surana Insisted to raise this year budget for building maintenance.
- Item no 3:** Computer repairing and annual services were decided to shift to Nex tech software solutions Jalgaon, Prathamesh infotech Mumbai and R.C Patel co-operative store with the total budget of 7 lakhs.
- Item no 4:** The annual cleaning and sanitation work was continued with Satguru express with allotment of 13 lakhs budget.
- Item no 5:** The maintenance of C.C.T.V camera was allotted to C-Tec electronics and communication with the expected budget of 5 lakhs annually.
- Item no 6:** The repairing and maintenance of building was contracted to Sanjari paints, Hakimi pipe & hardware, Amjad khan Ibrahim khan and shree battery centre with the total expense estimated to be 13 lakhs.
- Item no 7:** The budget for Electric bill (M.S.E.B) on reviewing old bills was decided to be approximately around 16 lakhs for this year.

8. **Item no 8:** The electric appliances to be purchased were sanctioned to Om-shree light house and Milan trading and Ashok electrical with estimated total budget of 8 Lakhs.
9. **Item no 9:** Plant purchase and plant maintenance wages expenses were allocated to Balaji Gardening and Vishal Bari with estimated approx budget of 10 Lakhs.
10. **Item no 10:** Play ground maintenance was continued from Shirpur education society with the budget of 7.5 lakhs annually.
11. **Item no 11:** Security services including watch man charges and wages were approved for Super Protection security services and DHL Security & Allied services with budget amount of Rs 12 Lakhs approximately.

The meeting was concluded after vote of thanks.



## MINUTES OF MEETING 2014-15

The Meeting of Annual College maintenance Committee of R.C Patel Institute of Pharmaceutical Education and Research, Shirpur was held on **30th June 2014 at 11 am** in conference Hall.

Following Members were present for the meeting:

Sr No.	Name	Designation
1	Mr Rajgopalji bhandari	Chairman
2	Mr N.S Girase	CFO
3	Dr S.J Surana	Principal
4	Dr A.A Shirkhedkar	Vice-Principal
5	Mr T.F Shirsath	Engineer
6	Mr M.P Baireya	Sr.Executive
7	Mr M.G Jadhav	Registrar

Registrar, Mr Jadhav welcomed the members to the Maintenance meeting and requested Hon. Principal Sir to offer opening remarks. Dr. S.J Surana, Hon. Principal informed the aim behind formation of maintenance committee and its functions.

The followings points were discussed in the above meeting:

- Item no 1:** To confirm the minutes of meeting held on 1<sup>st</sup> July 2013  
The Registrar read out the minutes of the first meeting of maintenance Committee held on 1<sup>st</sup> July 2013. The house confirmed the minutes of maintenance Committee held on 1<sup>st</sup> July 2013.
- Item no 2:** The house took the note of the action taken on the minutes of maintenance Committee meeting. While discussing action taken on previous meeting Dr S.J Surana advised to collect new quotations for computer services and internet services to improve the quality of service.
- Item no 3:** The building painting work was decided to assign to Saleem uhan N.Pathan with the expected budget of 1.25 lakhs and POP work was assigned to Mohd Salim Rahat Husen Shaikh with maximum budget of 3 lakhs.
- Item no 4:** The aluminium section material purchase and aluminium window work was given to Geeta Aluminium Company Pvt ltd and Ajay chauhan respectively at the budget of 25,000 and 90,000 resp.
- Item no 5:** The annual cleaning and sanitation work was contracted to Satguru express with allotment of 13 lakhs budget.
- Item no 6:** Computer repairing and annual services were sanctioned to Neha computers, Krushna Computers and R.C co-operative store with the total budget of 8 lakhs.
- Item no 7:** The budget for Electric bill (M.S.E.B) on reviewing old bills was decided to be approximately around 20 lakhs for this year.

8. **Item no 8:** The maintenance of C.C.T.V camera was allotted to C-Tec electronics and communication with the expected budget of 5 lakhs annually.
9. **Item no 9:** The electric appliances to be purchased were sanctioned to Om-shree light house and Milan trading with estimated total budget of 7 Lakhs.
10. **Item no 10:** Plant purchase and plant maintenance wages expenses were allocated to Balaji Gardening and Vishal Bari with estimated approx budget of 10 Lakhs.
11. **Item no 11:** Play ground maintenance was continued from Shirpur education society with the budget of 6 lakhs annually.
12. **Item no 12:** Purchase of cleaning machine spare parts and other repairing work was allocated to Roots Multiclean Ltd, Raj sales co-op and Ramrao Narayan Marathe with estimated total budget around 12 Lakhs.
13. **Item no 13:** Security services including watch man charges and wages were approved for DHL Security & Allied services with budget amount of Rs 13 Lakhs approximately.

The meeting was concluded after vote of thanks. After the meeting the members of Maintenance Committee took the round to physically check few refurbishment works in the building.