

# **ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY**

Shobhavana Campus, Mijar - 574225, Moodbidri.

Dakshina Kannada Karnataka, India.



## **Proceedings of Finance and Purchase** **Committee**

Date: 16/06/2016

(Academic year: 2016 - 17)





# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

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# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

( Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka )  
Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

## FINANCE AND PURCHASE COMMITTEE

1.	<b>Dr. M. Mohan Alva,</b> Chairman Alvas Education Foundation ®, Moodbidri.	Chairman
2	<b>Sri. Vivek Alva</b> Trustee Alvas Education Foundation ®, Moodbidri.	Trustee
3	<b>Dr. Peter Fernandes</b> Principal, AIET, Mijar.	Member-Secretary
4	<b>Sri. Shantharam Kamath</b> Finance Officer, Alvas Education Foundation®	Member
5	<b>Sri. Rakesh Shetty</b> A.O, AIET,Mijar.	Member
6	<b>Prof. Manjunath Kotari</b> HOD, CSE, AIET,Mijar.	Member
7	<b>Prof. Jayanthkumar A Rathod</b> HOD, ISE, AIET,Mijar.	Member
8	<b>Dr. D.V. Manjunatha</b> HOD, ECE, AIET,Mijar.	Member
9	<b>Prof. B Durgaprasad Baliga</b> HOD, Civil Engg	Member
10	<b>Prof. K V Suresh</b> HOD, Mech. Engg, AIET,Mijar.	Member
11	<b>Prof.P.Ramakrishna Chadaga</b> Dean, MBA, AIET,Mijar.	Member
12	<b>Dr.Ravi Kumar C</b> HOD, Chemistry, AIET,Mijar.	Member
13	<b>Dr. Ramaprasad. A.T</b> HOD, Physics, AIET,Mijar.	Member
14	<b>Prof. Prameela S Konde</b> HOD, Mathematics, AIET,Mijar.	Member
15	<b>Sri Preetham Shetty</b> Librarian, AIET,Mijar.	Member





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Ref: AIET/Pur/2016-17

Date:10/06/2016.

## Invitation

As per the directions of **Dr. M. Mohan Alva**, Chairman, AIET, the finance and purchase committee meeting is convened on **16<sup>th</sup> June, 2016** at the college premises. On behalf of the management, I, therefore, request you to attend the finance and purchase committee meeting and advice us with your valuable suggestions being a member of the committee.

Venue : **Board Room**

Date and Time: **16-16-2016, 10.30 AM**

### **Agenda:**

1. Review of the purchase details
2. Approval of the purchase that has been made so far.

To,

Sri.....

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Principal & Member Secretary

**PRINCIPAL**

**Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K**





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Date:16/06/2016

## FINANCE AND PURCHASE COMMITTEE

### Minutes of the Finance and Purchase Committee Meeting held on 16<sup>th</sup> June, 2016

**Sri. Dr. M. Mohan Alva**, Chairman, Alva's Education Foundation, chaired the meeting and thanked all the members attended at the end of the meeting.

Sl No	Name	Designation	Address	Signature
1	Dr. M. Mohan Alva	Chairman	Alvas Education Foundation @, Moodbidri	
2	Sri. Vivek Alva	Trustee	Alvas Education Foundation @, Moodbidri	
3	Dr. Peter Fernandes	Member Secretary	Principal	
4	Sri. Shantharam Kamath	Member	Finance Officer,	
5	Sri. Rakesh Shetty	Member	Administrative officer	
6	Prof. Manjunath Kotari	Member	HOD, Dept. of CSE	
7	Prof. Jayanthkumar A Rathod	Member	HOD, Dept. of ISE	
8	Dr. D.V. Manjunatha	Member	HOD, Dept. of ECE	
9	Prof. Durgaprasad Baliga	Member	HOD, Dept. of Civil Engg	
10	Prof. K V Suresh	Member	HOD, Dept. of Mech. Engg	
11	Dr. Ravi Kumar C	Member	HOD, Dept. of Engg. Chemistry	
12	Dr. Ramaprasad. A.T	Member	HOD, Dept. of Engg. Physics	
13	Prof. Prameela S Konde	Member	HOD, Dept. of Mathematics	
14	Prof. P. Ramakrishna Chadaga	Member	Dean, Dept. of MBA	
15	Sri Preetham Shetty	Member	Chief Librarian	



Dr. Peter Fernandes, Principal & Member Secretary, welcomed all the members to the finance and purchase committee proceedings and briefed about the meeting called for seeking the approval of purchase requirements for the academic year 2016 - 17.

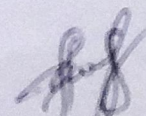
Principal presented the budget request placed by heads of various departments, along with the institute requirements for the academic year 2016 - 17. The consolidated budget request containing various heads, such as infrastructure built-up, library, laboratory equipments, Research and developments, placement activities, teaching and non-teaching salary and other consumable items, is presented in front of the committee for the approval.

Principal also presented the details of the expenditure incurred in the institute for the financial year 2015 - 16, under various heads, such as infrastructure built-up, library, laboratory equipments, Research and developments, placement activities, teaching and non-teaching salary and other consumable items, with the assistance of Mr. Shantharam Kamath, Finance Officer.

After going through the records placed before the committee, the finance and purchase committee approved the budget request for the academic year 2016 - 17 to procure the various requirements for all the departments, library etc. Further, the committee gave suggestion to include any other expenditure, which is necessary for the overall development of the institute in the next budget.

Also, it was decided in the meeting that, if the requirement exceeds 10% of the total sanctioned budget amount then a Governing Council meeting must be called and the exceeded amount must be approved in the Governing Council meeting.

The proceeding was concluded by the member secretary thanking all the members.



Principal & Member Secretary

PRINCIPAL

KJ Somaiya Institute of Engg. & Technology  
Ulhas, MIDC, MIDC - 574 275, D.A.