



KURIAKOSE ELIAS COLLEGE MANNANAM

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Criterion - VI

Governance, Leadership and Management

6.2: Strategy Development and Deployment

6.2.1.

Purchase Committee Minutes



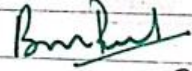
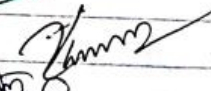
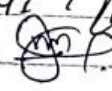
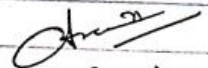


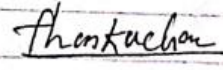


PURCHASE COMMITTEE MINUTES 2018-2023

Notice

There will be a meeting of the Purchase Committee on 14-12-2020 at Principal's Office at 3 pm.


- Agenda :
- Inviting quotation for purchasing College Handbook & Academic Calendar for the year 2020-21
 - Discuss the number of copies of the College Handbook and Academic Calendar 2020-21

Members:

1. Dr. Brigit Paul 
2. Fr. Dr. Xavier Cheeranthara CMF 
3. Fr. Joby Joseph Mukalel 
4. Dr. Jollyamma Mathew
5. Ms. Jerry Francis 
6. Dr. Mathews J. Thelley 
7. Mr. Robins George 
8. Mr. N.S. Thankachan 
9. Dr. Renu Jose 
10. Dr. Gini Thomas 





<p>Minutes of the Purchase Committee Meeting held on 14-12-2020</p> <p>Time : 3pm Venue : Principal's Office</p> <p><u>Members Present:</u></p> <ol style="list-style-type: none"> 1. Dr. Brigit Paul 2. Fr. Dr. Xavier Cheeramthara CMJ 3. Fr. Soby Joseph Mukalel CMJ 4. Dr. Mathews G. Thilly 5. Dr. Renu Jose 6. Ms. Geny Francis 7. Mr. Robins George 8. Mr. N.S. Thankachan 9. Dr. Jimi Thomas <p><u>Decisions Taken:</u></p> <ol style="list-style-type: none"> 1. It was unanimously decided to invite quotations for the purchase of College Handbook & Academic Calendar 2020-21 2. It was also decided to print 1100 copies of College Handbook & Academic Calendar 2020-21 by December 2020. 	<p style="text-align: right;">3</p> <p style="text-align: center;">Notice</p> <p>There will be a meeting of the Purchase Committee on 14.12.2020 at Principal's Office at 3 pm</p> <p>Agenda : Discuss about the purchase requirements of different departments during the Academic Year 2020-21 and to make allocation of fund from P D Account to various departments</p> <p>Members:</p> <ol style="list-style-type: none"> 1. Dr. Brigit Paul 2. Fr. Dr. Xavier Cheeramthara CMJ 3. Fr. Soby Joseph Mukalel CMJ 4. Dr. Sollyamma Mathew 5. Dr. Mathews G. Thilly 6. Ms. Geny Francis 7. Mr. Robins George 8. Dr. Renu Jose 9. Mr. N.S. Thankachan 10. Sr. Dr. Geny Jose Karamkhal 11. Dr. Jimi Thomas <div style="text-align: center;">  </div>
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<p>Minutes of the Purchase Committee held on 14-01-2021</p> <p>Time: 3pm Venue: Principals Office</p> <p>Members Present</p> <ol style="list-style-type: none"> 1. Dr. Bngit Paul 2. Fr. Dr. Xavier Cheramthara CMI 3. Fr. Soby Joseph Mukalal CMI 4. Dr. Mathew T. Kelly 5. Dr. Jollyamma Malhe 6. Dr. Renu Jose 7. Ms. Jeny Francis 8. Mr. N.S. Thankachan 9. Mr. Robert George 10. Sr. Dr. Jessy Jose Karunkal 11. Dr. Sini Thomas <p>Decisions Taken</p> <p>To provide the list of requirements of various departments during the Academic Year 2020-21 to the Principal on 15-01-2021</p>	<p>Notice</p> <p>There will be a meeting of the Purchase Committee to on 04-02-2021 at Principals office at 3pm</p> <p>Agenda: Allocation of fund from P.D account to different departments</p> <p>Members:</p> <ol style="list-style-type: none"> 1. Dr. Bngit Paul 2. Fr. Dr. Xavier Cheramthara CMI 3. Fr. Soby Joseph Mukalal CMI 4. Dr. Mathew T. Kelly 5. Dr. Jollyamma Malhe 6. Sr. Dr. Jessy Jose Karunkal 7. Dr. Renu Jose 8. Ms. Jeny Francis 9. Mr. Robert George 10. Mr. N.S. Thankachan 11. Dr. Sini Thomas 12. Ms. Annel Thomas





Minutes of the Meeting of the Purchase Committee held on 04.02.2021

Venue: Principals Office
Time: 3pm

Members Present

1. Dr. Brigil Paul *BP*
2. Fr. Dr. Xavier Cheeramthara CMT
3. Fr. Soby Joseph Mukalel
4. Dr. Mathews T. Thelji *MT*
5. Dr. Jollyamma Mathew *JM*
6. Dr. Dr. Jessy Joseph Kavunkal *Dr. Jessy*
7. Dr. Rina Jose *RJ*
8. Dr. Jini Thomas *JT*
9. Ms. Jenny Francis *JF*
10. Mr. Anmol Thomas *AT*
11. Mr. N.S. Thankachan *TK*
12. Mr. Robins George *RG*

Decisions Taken

It was decided to distribute the following amount from P.D account among different science departments for purchasing chemicals for the Academic Year

Physics	: R 40000
Biology	: R 30000
Zoology	: R 20000
Chemistry	: R 80000
Total	<u>1,70,000</u>

Notice

There will be a meeting of the Purchase Committee on 16/03.2021 at Principals office at 3pm. Kindly make it convenient to attend it

Agenda:

1. Placing order for the purchase of chemicals
2. Discussion on purchase of library books

Members:

1. Dr. Brigil Paul *BP*
2. Fr. Dr. Xavier Cheeramthara CMT *XCM*
3. Fr. Soby Joseph Mukalel CMT *SJM*
4. Dr. Mathews T. Thelji *MT*
5. Dr. Jollyamma Mathew *JM*
6. Dr. Jessy Joseph Kavunkal *Dr. Jessy*
7. Dr. Rina Jose *RJ*
8. Dr. Jini Thomas *JT*
9. Ms. Jenny Francis *JF*
10. Mr. Anmol Thomas *AT*
11. Mr. N.S. Thankachan *TK*
12. Mr. Robins George *RG*





Minutes

Venue: Principals Office

Time: 3 pm

Members Present

1. Dr. Brigit Paul ~~BT~~
2. Fr. Dr. Xavier Cheeramthara CMI
3. Fr. Joby Joseph Mulcahil
4. Dr. Sollyamma Mathew
5. Sr. Dr. Jessy Joseph Kavunkal ~~Sr. Jm~~
6. Jessy Francis ~~Dr~~
7. Dr. Gini Thomas ~~Dr~~
8. Ms. Anmol Thomas ~~Ani~~
9. Mr. N.S. Thantachan ~~Thantachan~~
10. Mr. Robins George ~~Robi~~

Decisions

1. It was decided to place order for the purchase of chemicals
2. It was also decided to make a decision as to the purchase of library books every year and an appropriate amount should be apportioned for it every year and for that the same should be placed before the College Council
3. Also the amount under sports was ~~used~~ decided to for the purchase of sports items and maintenance of ground





Minutes

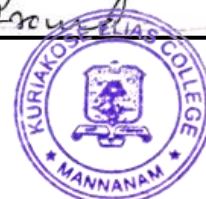
Venue: Principals Office
Time: 3 pm

Members Present

1. Dr. Brigit Paul ~~BP~~
2. Fr. Dr. Xavier Cheeramthara CMI
3. Fr. Joby Joseph Mulcahl
4. Dr. Sollyamma Mathew
5. Sr. Dr. Jessy Joseph Karamkall ~~JK~~
6. Jessy Francis ~~JF~~
7. Dr. Sini Thomas ~~ST~~
8. Ms. Anamol Thomas ~~AT~~
9. Mr. N.S. Thombachan ~~NT~~
10. Mr. Robins George ~~RG~~

Decisions

1. It was decided to place order for the purchase of chemicals
2. It was also decided to make a decision as to the purchase of library books every year and an appropriate amount should be apportioned for it every year and for that the same should be placed before the College Council
3. Also the amount under sports was ^{decided} used to for the purchase of sports items and maintenance of grounds





Notice:

A meeting of the purchase committee is scheduled at 2.30 pm on 10.02.2022. All members are requested to attend it.
Venue: New Seminar Hall.

Agenda: Purchase under P.D. account

Members:


Rev. Dr. Xavier C.S.
 Rev. Fr. Beju
 Dr. Collyeranna Mathew
 Sr. Dr. Jerry Jose
 Dr. Mathew T. Melly
 Dr. Jini Thomas
 Dr. Rime Jose
 Ms. Jency Francis
 Mr. Golly Kurian
 Mr. Anand Joseph
 Ms. Anind Thomas

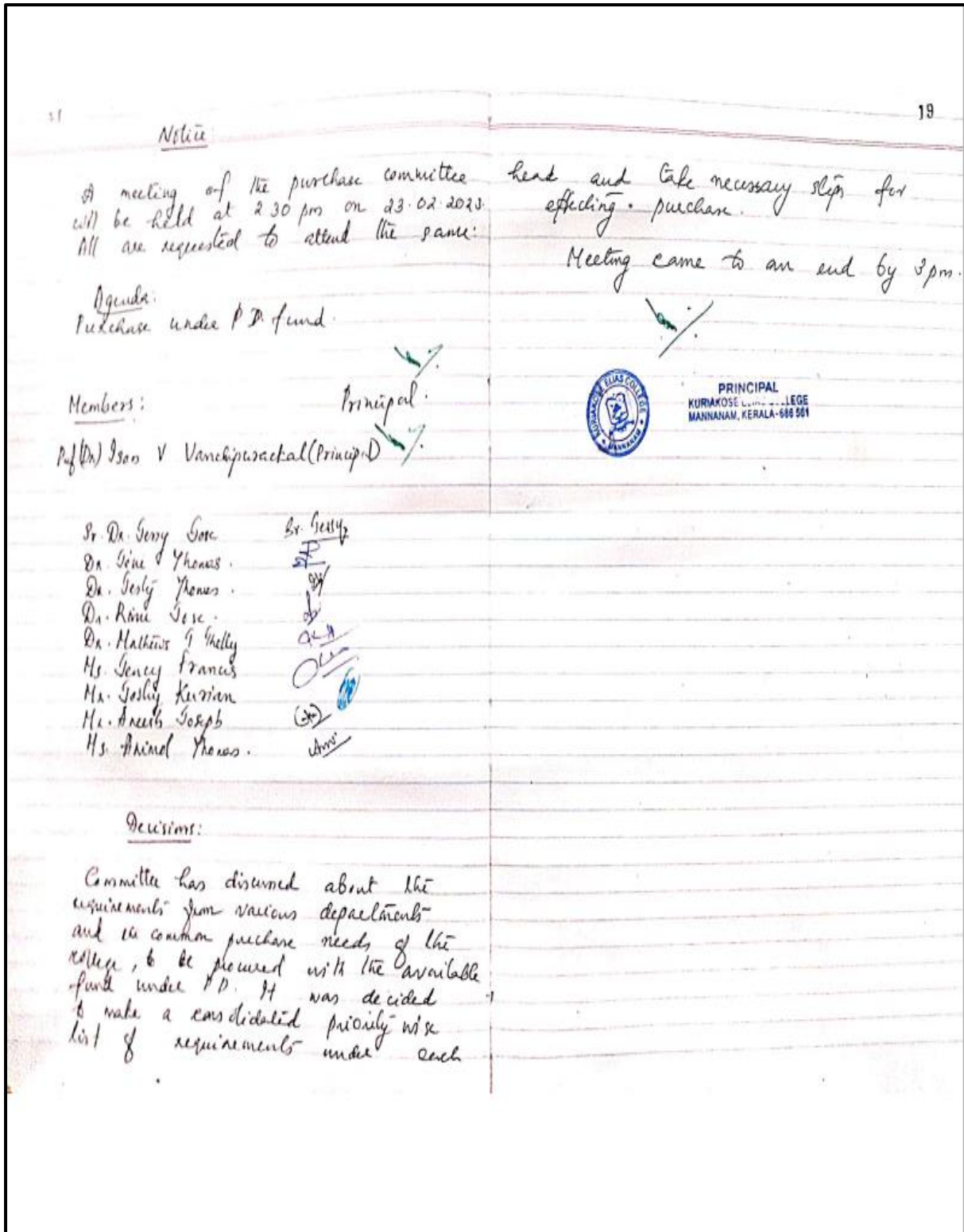
Members Present:

1. Ms Anind Thomas
2. Fr. Beju Thomas CMI
3. Sr. Dr. Jerry Jose
4. Dr. Jini Thomas
5. Dr. Mathew T. Melly
6. Golly Kurian
7. Anand Joseph
8. Dr. Sandhya C
9. DR. RIME JOSE
10. Ms. JENCY FRANCIS

Decision:

Committee has discussed about the available fund under P.D. Labs, library & sports. Distribution of amounts under various heads was done in the meeting. Purchase of chemicals and lab equipments under lab fund was discussed. Committee has decided to proceed with the applications of quotes and the further formalities with immediate effect. Till date an amount of Rs. 2,36,735 was reported under P.D. Labs. It was also mentioned that there may occur slight more accumulation of fund in the next month. Meeting came to an end at 3.15pm.





Notice

A meeting of the purchase committee will be held at 2.30 pm on 23.02.2023. All are requested to attend the same.

Agenda:
Purchase under P.D. fund.

Members:

Principal ✓
Prof (Dr) Isaac V Vanchipurackal (Principal) ✓

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|---------------------|---------------|
| Dr. Dr. Jerry Jose | Dr. Jerry ✓ |
| Dr. Jerry Thomas | Dr. Jerry ✓ |
| Dr. Jerry Thomas | Dr. Jerry ✓ |
| Dr. Rami Jose | Dr. Rami ✓ |
| Dr. Mathews & Melly | Dr. Mathews ✓ |
| Ms. Jency Francis | Ms. Jency ✓ |
| Mr. Joshy Kurian | Mr. Joshy ✓ |
| Mr. Anesh Joseph | Mr. Anesh ✓ |
| Ms. Anind Thomas | Ms. Anind ✓ |

Decisions:

Committee has discussed about the requirements from various departments and its common purchase needs of the college, to be pleased with the available fund under P.D. It was decided to make a consolidated priority wise list of requirements under each

head and take necessary slip for effecting purchase.

Meeting came to an end by 3pm.



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Notice:

A meeting of the purchase committee will be held at 2.30 pm on 23.02.2023. All are requested to attend the same.

head and take necessary steps for effecting purchase.

Meeting came to an end by 3pm.

Agenda:
Purchase under P.D. fund.

Members:

Prof (Dr) Issa V Vanchipurackal (Principal)

Principal



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|--------------------|-----------|
| Sr. Dr. Jerry Jose | Sr. Jerry |
| Dr. Gene Thomas | Gene |
| Dr. Jerry Thomas | Jerry |
| Dr. Rini Jose | Rini |
| Dr. Mathews Melly | Mathews |
| Ms. Geney Francis | Geney |
| Ms. Goshly Kerrian | Goshly |
| Ms. Aneth Joseph | Aneth |
| Ms. Anind Thomas | Anind |

Decisions:

Committee has discussed about the requirements from various departments and the common purchase needs of the college, to be procured with the available fund under P.D. It was decided to make a consolidated priority wise list of requirements under each



Notice:

A meeting of the college purchase committee is scheduled at 11.30 am on 22.03.2023 in the conference hall. All are requested to attend the same.

Agenda:

Writing quotes under P.D purchase.
Members: Principal.

Prof. Dr. Isaac V Vanchipurackal (Principal)

- Sr. Dr. Gerry Son
- Dr. Jini Thomas
- Dr. Gerry Thomas
- Dr. Kinde Son
- Dr. Mathew F. Melly
- Ms. Gerry Francis
- Mr. Goshy Kevin
- Mr. Anesh Joseph
- Ms. Anmol Thomas

Decisions:

Based on the list of requirements and available fund, the amount under laboratory fund was distributed to various science departments as below.

Dept.	Amount (Rs)
Chemistry	33,000/-
Physics	23,000/-
Psychology	14,000/-
Biology	12,000/-
Zoology	12,000/-
Total	97,000/-

The library fund will be utilised for the purchase of periodicals and books.

Purchase of sports goods and maintenance of ground can be done with the available sports fund.

It has been decided to invite suitable quotes for the required items' purchase immediately.

Meeting concluded at 12.15 pm.



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Notice:

A meeting of College Purchase Committee is scheduled at 11:30 am on 18.04.2023 in the conference hall. All are requested to participate in it.

Agenda:

Comparison of quotes & placing purchase order

Members:

Principal

Prof (Dr.) Ison V Vanchipurackal (Principal)

- Dr. Gerry Fox .. Dr. Gerry
- Dr. Jimi Thomas .. JF
- Dr. Gesty Thomas .. GT
- Dr. Rida Fox .. R
- Dr. Mathew G. Kelly .. MK
- Ms. Geny Francis .. GF
- Ms. Goshy Kurian .. GK
- Mr. Anish Joseph .. AJ
- Ms. Anind Thomas .. AT

Decisions:

Committee has gone through the quotations received as stipulated time and compared them. It was decided to place the purchase order to concerned agencies within a week.



Dr. Ison V. Vanchipurackal
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KURIAKOSE ELIAS COLLEGE
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