

Proceedings Book - Puckett's Commission

youVA

reflect

Members of Purchasing Committee

Kamagachon College - March - 2024

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1. Jabor Gogoi
2. Jiterdha Bora
3. Bidyut Deori
4. Nitul Bora
5. Jibeswar Mahanta
6. Robir Hazarika
7. Dr. Brijit Das

Today on 02/03/2024 a meeting of the purchasing committee is held to discuss about purchasing some very much essential articles. Mr. Tiber Gogoi, the coordinator of the committee tells the members present in the meeting that at present the college lacks various infrastructural facilities which need to be purchased at the earliest. Especially, the IT facilities like Laptop, digital LCD projectors, podium need to be enhanced and upgraded. Bidyut Desai, a member of the purchasing committee, states that an Incinerator for the girls in the Girls Hostel should be arranged so that health and hygiene is maintained. Mr. Titendra Bora initiates a brief discussion on purchasing Desks and benches for the classrooms. The Principal, and chairman of the committee assures the members that the required facilities will be either upgraded or acquired as per needs. In the meeting, the following resolutions are adopted:

Resolutions:-

1. The meeting unanimously decides to procure 4 Laptops and one Desktop for office use.
2. The meeting decide to buy an Incinerator for the Girl students in the Girls Hostel.
3. It is decided in the meeting that 50

Nos of Desks and Benches will be procured to fulfill the needs of the students.

4. The decision has been adopted to reconstruct the college website and make necessary procurement to make the website active.

5. The meeting adopts a resolution to buy a Podium.

6. Decision is adopted to buy two new LED projectors.

7. The members also unanimously consent to repair 3 (Three) old LED projectors.

8. The meeting resolves to purchase a new Water pump for the Girls Hostel.

9. The meeting adopts a resolution to purchase 1 Sofa set for Principal's office

Signatures of the members present:

1.  02/05/2024

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4.  8/5/24

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27/06/2024

A meeting of the Purchasing Committee is held on 27/06/2024 at Principal's Chamber. The meeting is convened to initiate a document on the necessity of purchasing few items for the college in order to maintain smooth functioning of the college. The members also discuss the about the poor condition of the Girls Hostel Dining room and advice the Principal to renovate the Dining room at the earliest so that the Hostel becomes more hygienic. Moreover, Bedyut Dore, in his speech, informs the house about the need of repairing or installation of more C.C.T.V cameras in the campus. Niket Bora, a member of the Committee opined that the acryl coat shifted 19AC room has become too hot and it has become uncomfortable to carry on NAAC works during summer. So he urges the members that an A.C. unit should be installed at the 19AC office at the earliest convenience. In the meeting of the Purchasing Committee the following resolutions are adopted:

Resolutions:

1. Resolution has been adopted to renovate the Dining Hall of the Girls' Hostel by using floor tiles and related items.
2. Decision has been adopted to renovate the college canteen with necessary repairing works and to install

Floor Tiles .

3. Resolutions is adopted to install 4 more IP C.C.T.V. camera and 2 Normal C.C.T.V camera in the college campus .

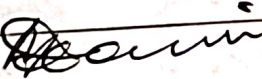
4. Decision has been taken unanimously to install an ~~A/C~~ Air Conditioner unit at the IQAC office as soon as possible

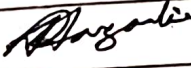
At last the Principal extends his sincere thanks to the members for their constructive suggestions and decisions . with which the meeting ends for the day ,

x —

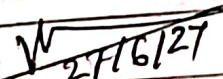
Signatures of the members present :

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5.  27/10/27

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Proceedings of the meeting
Purchasing Committee held on
09/08/2024

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A meeting of the Purchasing Committee is held on 09/08/2024 to arrive at a consensus to procure certain essential items for the college. One member unanimously view that the computer sets of the computer lab have already been lying out of order for long time. It is known that only two computer sets are working at present. So Dr. Binit Das, another member of the committee speaks in favour of procuring the required number of monitors and N computing devices including laptop of the computer. Other members support his view and advise the principal to make arrangements for that. They say that at least three suppliers' quotations should be called for and the lowest bidder should be selected. The principal Dr. Gaurav Kumar Saini agrees the members that he will try to purchase the items keeping in view the fund status. The meeting also discusses about procuring some more IT tools and furniture for the college and take that decision of purchasing the same with the help of the principal. In the meeting the following decisions were made:

Decisions taken in the meeting:-

1. Decision has been taken to purchase 17 nos of monitor for the computer

Lab along with required numbers of N computing devices and UPSs for the same purpose.

2. Decision has been taken to purchase Plastic table & chairs possibly Neelkamal Brand for the College Canteen.

3. Decision has been taken to make 7 pairs of comfortable Dining tables and benches to (wooden with Sunmica on the top) for the Girls Hostel.

4. Decision has been taken to make 4 nos of Iron framed benches to be installed around the college field.

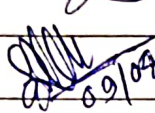
5. Decision has also been taken to purchase Fire safety tools from a good firm and install the same (around 12 nos) in various spots in the college campus.

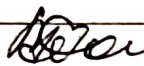
6. Decision has been taken to install Aluminium Panel partition in the Computer Lab, in College Canteen, in Cloth Bank, in Guest Room, and in Women's cell office Room.

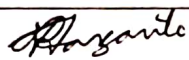
At last the Principal Dr. Gautam Kumar Saini extends his sincere thanks and gratitude to the members and assures them to

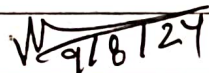
make necessary arrangements for purchasing the above mentioned items with full cooperation of the members of the Committee.

Signatures of the Members present in the meeting :

1.  09/08/2024

2.  ~~Member~~

3.  ~~Member~~

4.  09/08/24

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Purchasing Committee Meeting held
on 02/05/2025

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A meeting of the Purchasing Committee is held on 02/05/2025 to discuss about procuring some very essential Information Technology tools keeping in view the upcoming Online NAAC visit to the college. The chairperson Dr. Gautam Kumar Sainia @ request the members to circulate the discussion. Mr. Robin Hazarika, a member of the Committee views that in view of the Online NAAC Peer Team visit to the college in the month of May, 2025, the college needs the electronic gadgets such as one modern up to date Interactive Panel cum Smart screen along with a web cam to hold the video conference with the NAAC Peer Team Members. Mr. Tibon Gogoi, in his speech says that another smart TV should also be installed in the IGNOU Conference Hall () so that parallel interactive sessions can be arranged if necessary. Mr. Jibson Mahanta says that an inverter should also be installed to maintain uninterrupted electricity. Mr. Robin Hazarika says that due to hot condition in the Top floor Conference Hall, Two sets of Air Conditioner, atleast, should be installed immediately. Otherwise, it will be problematic to hold the meeting with NAAC Peer Team during the Online visit. & At

At last the Principal Dr. Gautam

Kumar Saikia, thanks every member for their valuable suggestions.

The following decisions were adopted in the meeting

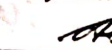
1. Decision is taken to purchase a modern Interactive Panel (touch screen) along with a Web Cam.
2. Decision is taken to purchase a smart displayer for IGNOU Conference Hall.
3. Decision is taken to buy 2 sets of Air conditioners for the top floor Conference Hall.
4. Decision is taken unanimously to buy two Air Coolers for the top floor Conference Hall in addition to the Air conditioners.

The Principal Dr. Gantow Kumar Saikia concludes the meeting by thanking all the members.

Signatures of the members present

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