



Kalyan Post Graduate College

Bhilai Nagar, District Durg, Chhattisgarh, India

Affiliated to Hemchand Yadav Vishwavidyalaya, Durg, Chhattisgarh

Criterion – 6: Governance, Leadership And Management

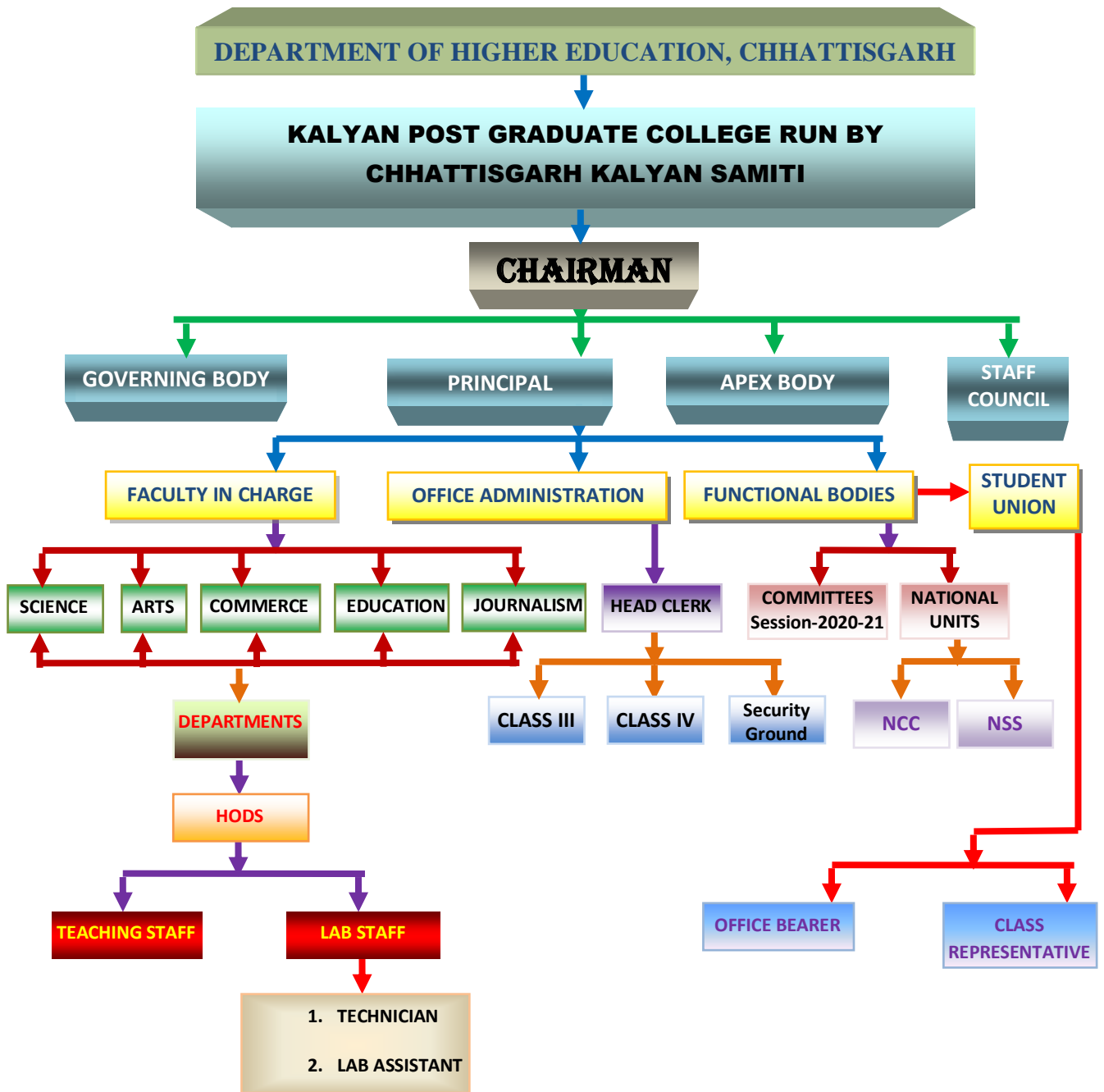
6.1: Institutional Vision and Leadership

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.



**Submitted to National Assessment and Accreditation Council
2020 – 2021**

ORGANOGRAM



GOVERNING BODIES

The Board of Governors is the Highest Body that monitors the progress of the College and suggests activities for the growth and over all development of the Institution. The main Objectives of the Board of Governors is to offer transparent and effective governance in building and developing the institution. The key responsibility is to develop and implement the mission, vision, quality policy and strategic plan of the institution. It also suggests to the institute to achieve quality both in internal and external parameters like teaching learning process, good academic and administrative parameters, Financial, physical staff, interest of stake holders, students-parents Alumni and also various Committees.

HEAD OF THE INSTITUTION- PRINCIPAL

The head of the institution shall plan the future growth of the Institution. All the minutes of the meeting of various committees are made available. Preparing Annual reports showing the activities in an academic year and putting the report in Annual Gathering. The head of the institution is also responsible to the governing bodies for advice on strategic direction and for the management of the Institution. The principal have responsibility to forward monthly salary bills of all the staff of the college, scholarship bills in respect of students of the college dully signed by the Chairman.

STAFF COUNCIL

The college staff council consists of principal, voice Principal and all teachers of college. The secretary is elected by the council from amongst its members. He shall convene the meetings of the staff council under the direction of the principal. The council meets thrice during the academic year. It mainly discusses the progress of studies in the college. To bring to the notice of the governing bodies, the needs of the students and teachers. Advice the Principal in the allocation of teaching work and for the organization of extracurricular activities of the college.



HEAD OF THE DEPARTMENT

It is the responsibility of the department head to provide the faculty and staff of his or her department with appropriate resources for the ethical, objective, and safe conduct of the department. As such, department heads are responsible for establishing and promoting a culture of compliance within their department. To prepare proper timetable for the students of both PG and UG classes. To take proper feed back by the students regarding teaching and learning process. The heads of the Department maintain proper coordination with faculty-in -Charge and head of the institution. All HODs have the responsibility to monitor the classwork as per the timetables. It also closely observes various academic activities like- conduction of internal tests, seminars, class tests, remedial classes practical examination for both- UG and PG classes.

FINANCE COMMITTEE

The Finance committee will advice the Board of Governors on Financial matters. It prepares the income and expenditure statements of the college in prescribed format. The functions of the Finance committee on the finance related matters, Budget estimation relating to grants, income from fees etc. To seek all major and minor expenditure proposals from different committees, analyse them, establish the tentative budget to the governing bodies in time. To plan proper utilization of resources for implying effective fund management. To prepare a detailed plan of the expenditure for day-to-day running of the institution. It also mobilizes resources through donations from society, through funding agencies under various schemes.



COMMITTEE LIST

विभिन्न दायित्वों हेतु प्रभारियों एवं समितियों का गठन // संशोधित सूची दिनांक 01.07.2020 //

महाविद्यालय की विविध गतिविधियों के सुचारु संचालन के लिये प्रभारी व समितियों का गठन आवश्यक है। अधोलिखित अनुसार प्रभारी व समितियों का गठन सत्र 2020-21 हेतु किया जाता है।

1. सहायक जन-सूचना अधिकारी उपप्राचार्य प्रो. वाई.पी. पटेल -9424109511

2. मार्गदर्शक मण्डल समस्त संकाय अध्यक्ष

3. योजना, मूल्यांकन एवं वित्त समिति

- (1) प्रो. वाय.पी. पटेल (संयोजक) 9424109511 (3) डॉ. आर.पी.अग्रवाल 9827175401
(2) डॉ. संतोष जैन 9131811780 (4) डॉ. सुमनलता सक्सेना 9926165359

4. क्रय समिति

- (1) प्रो. वाय.पी. पटेल 9424109511 (4) डॉ. पी.एस. शर्मा 9827178264
(2) डॉ. आर.पी.अग्रवाल (संयोजक) 9827175401 (5) डॉ. के.एन. दिनेश 8839110217
(3) डॉ. पुष्पलता शर्मा 9424107715

5. इंटरनेट समिति

- (1) प्रो. वाय.पी. पटेल 9424109511 (4) डॉ. गुणवंत चन्द्रौल 9039039950
(2) डॉ. के.एन. दिनेश 8839110217 (5) डॉ. अनिरुध्न चौधरी 9893184622
(3) डॉ. सलीम अकील 9993281300

6. रुसा समिति

- (1) प्रो. वाय.पी. पटेल (समन्वयक) 9424109511 (4) डॉ. पी.एस. शर्मा 9827178264
(2) डॉ. आर.पी.अग्रवाल 9827175401 (5) डॉ. के.एन. दिनेश 8839110217
(3) डॉ. पुष्पलता शर्मा 9424107715 (6) डॉ. अनिरुध्न चौधरी 9893184622

7. अभ्यावेदन एवं शिकायत निवारण समिति

- (1) डॉ. पी.एस. शर्मा (संयोजक) 9827178264 (3) डॉ. विभा सिंह 9329103499
(2) डॉ. पुष्पलता शर्मा 9424107715 (4) डॉ. गुणवंत चन्द्रौल 9039039950

8. उद्यानिकी विकास

- (1) डॉ. गुणवंत चन्द्रौल (संयोजक) 9039039950
(2) डॉ. शिप्रा सिन्हा 9425237284 (3) श्री एन. पापा राव 9827935344

9. महाविद्यालयीन पत्रिका

- (1) डॉ. सुमनलता सक्सेना 9926165359 (4) श्री अनुराग पांडे 9425208313
(2) डॉ. सुधीर शर्मा (संयोजक) 9425358748 (5) डॉ. अंजन कुमार 7389854923
(3) डॉ. सलीम अकील 9993281300

10. महिला उत्पीड़न रोकथाम प्रकोष्ठ

- (1) डॉ. श्रीमती सुमनलता सक्सेना 9926165359 (4) डॉ. मणिमेलला शुक्ला 9993324066
(2) डॉ. विभा सिंह (संयोजक) 9329103499 (5) डॉ. छाया सोनपिपरे 9827152112
(3) प्रो. श्रीमती रेखा सेन्टियागो 9009999362 (6) प्रो. सौम्या खरे 9770100833



11. कैन्टीन सलाहकार समिति

- (1) डॉ. संतोष जैन(संयोजक) 9131811780 (3)डॉ. पी.एस. शर्मा 9827178264
(2) डॉ. पुष्पलता शर्मा 9424107715 (4) डॉ. श्रीमती विभा सिंह 9329103499

12. अनुदान संबंधी प्रकरण

- (1) डॉ. आर.पी. अग्रवाल 9827175401 (2) डॉ. पुष्पलता शर्मा 9424107715
(3) डॉ. सुधीर शर्मा (संयोजक) 9425358748 (4) डॉ. शिप्रा सिन्हा 9425237284

13. जाँच परीक्षा समिति (Test Examination Committee)

- (1) डॉ. एन.एस. पटेल (संयोजक-कला)9425567236
(2) डॉ. सलीम अकील (संयोजक-वाणिज्य) 9993281300
(3) डॉ. गुणवन्त चन्द्रौल(संयोजक-विज्ञान)9039039950
(4) डॉ. श्रीमती बनिता सिन्हा (संयोजक-शिक्षा)9827831968
(5) डॉ अनिता श्रीवास्तव 9977329201

14. प्रवेश एवं सलाहकार समिति समस्त संकाय अध्यक्ष

15. ग्रंथालय समिति

- (1) प्रो. जे.एल. सोनभद्र (संयोजक) 9425566476 (3) डॉ. पंकज जैन 8982963278
(2) डॉ. विनय शर्मा 9827466190 (4) डॉ. अनुपमा भोंसले 7805935410

16. परीक्षा परिणामों की समीक्षा तथा कक्षावार

Performance प्रतिवेदन तैयार करने हेतु समिति

1. कला संकाय

- (1) प्रो. जे.एल.सोनभद्र 9425566476 (2)डॉ. एन.एस.पटेल 9425567236

2. वाणिज्य संकाय

- (1) डॉ. सलीम अकील 9993281300 (2) डॉ. रवीश सोनी 8085857769

3. विज्ञान संकाय

- (1) डॉ. गुणवन्त चन्द्रौल 9039039950 (2) डॉ.नीलम शुक्ला 9406062697

4. शिक्षा संकाय

- (1)डॉ. कविता वर्मा 7587144941
(2) डॉ. के.नागमणी 9770478400 (3) डॉ. अनुपमा भोंसले 7805935410

5. पत्रकारिता

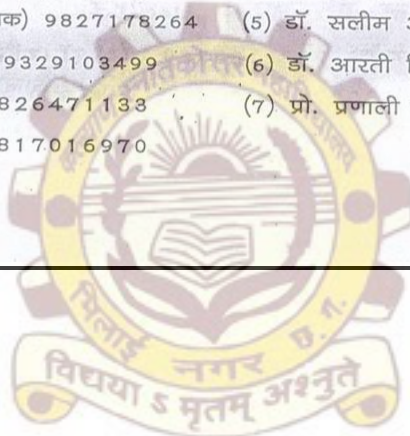
1. डॉ. आर.पी.अग्रवाल 9827175401

17. आंतरिक सौंदर्य एवं जन-सुविधा व्यवस्था

- (1) प्रो. रेखा सेन्टियागो (गर्ल्स कॉमन रुम प्रभारी / संयोजक) 9009999362
(2) डॉ. श्रीमती कविता वर्मा 7587144941 (4)डॉ. नीलम शुक्ला 940606267
(3) डॉ. रविश सोनी 8085857769 (5) डॉ. शिप्रा बब्बर 9893158944

18.एन्टी रैगिंग स्ववाद

- (1) डॉ. पी.एस.शर्मा (संयोजक) 9827178264 (5) डॉ. सलीम अकील 9993281300
(2) डॉ. श्रीमती विभा सिंह 9329103499 (6) डॉ. आरती मिश्रा 9109918332
(3) श्री. अमरीक सिंह 9826471133 (7) प्रो. प्रणाली हट्टार 9406012532
(4) डॉ. लखन चौधरी 8817016970



19. भवन निर्माण/भवन रखरखाव समिति

- (1) समस्त निकाय प्रमुख
(2) मुख्य लिपिक / लेखापाल 7389075381 (3) श्री. चिम्मनलाल 9425556287

20. शोध समिति

- (1) डॉ. आर.पी.अग्रवाल (संयोजक) 9827175401 (3) डॉ. सुधीर शर्मा 9425358748
(2) डॉ. श्रीमती सुमनलता सक्सेना 9926165359 (4) डॉ. के.एन. दिनेश 8839110217

21. छात्रावास सलाहकार समिति/छात्रावास मेस

- (1) डॉ.विभा सिंह(संयोजक) 9329103499 (4) डॉ. श्रीमती शिप्रा सिन्हा 9425237284
(2) डॉ. के.नागमणी 9770478400 (5) छात्रावास अधीक्षिका
(3) डॉ. श्रीमती फिरोजा जाफर अली 9893266881

22. सायकल स्टैंड

- (1) डॉ. राजेन्द्र ठाकुर (संयोजक) 9630035342 (3) डॉ. रामा यादव 9425234058
(2) श्री अमरीक सिंह 9826471133 (4) डॉ. हरीश कश्यप 9424108190

23. व्यवस्थापन समस्त संकाय प्रमुख

24. प्रचार-प्रसार

- (1) डॉ. आर.पी. अग्रवाल (संयोजक) 9827175401 (3) प्रो. अनुराग पांडे 9425208313
(2) डॉ. विनय शर्मा 9827466190 (4) डॉ. शबाना 9406248063

25. विभिन्न क्रियाकलापों के प्रभारी

1. छात्र संघ - डॉ. लखन चौधरी (छात्रसंघ प्रभारी) 8817016970

2. युवा उत्सव-

- (1) डॉ. मणिमखला शुक्ला (संयोजक) 9993324066
(2) डॉ. सलीम अकील 9993281300 (4) डॉ. अरुणा चौबे 9301158108
(3) डॉ. अनिरबन चौधरी 9893184622 (5) डॉ. सौम्या खरें 9770100833

3. जिम डॉ. पी.एस. शर्मा 9827178264

4. एल्युमिनी

- (1) डॉ. आर.पी. अग्रवाल (संयोजक) 9827175401
(2) डॉ. पी.एस. शर्मा 9827178264 (4) डॉ. शबाना 9406248063
(3) प्रो. अनुराग पांडे 9425208313 (5) प्रो. पंकज जैन 8982963278

5. पालक शिक्षक समिति

- (1) डॉ. विनय शर्मा 9827466190 (3) श्री रामा यादव 9425234058
(2) डॉ. विभा सिंह 9329103499 (4) डॉ. हरीश कश्यप 9424108190

6. प्लेसमेंट सेल

- (1) डॉ.सलीम अकील(संयोजक)9993281300 (3) डॉ.नीलम शुक्ला 9406062697
(2) प्रो. अनुराग पाण्डे 9425208313 (4) डॉ. एन.पापा राव 9827935344

7. विद्यार्थी अनुशासन

- (1) डॉ. पी.एस.शर्मा(संयोजक) 9827178264 (3) श्री अमरीक सिंह 9826471133
(2) डॉ. विभा सिंह 9329103499 (4) डॉ. सुश्री शबाना 9406248063



26. निकायवार खेलकूद श्री. अमरीक सिंह (संयोजक) 9826471133
 कला- (1) डॉ. लखन चौधरी 8817016970
 (2) श्री अनुराग पांडे 9425208313 (3) डॉ विभा सिंह 932910349
- वाणिज्य- (1) डॉ.सलीम अकील 9993281300 (2)डॉ.हरीश कश्यप 9424108190
 विज्ञान- (1) श्रीमति सौम्या खरे9770100833 (2) प्रो. पंकज जैन 8982963278
 शिक्षा- (1)डॉ.अनिरबन चौधरी 9893184622 (2) डॉ कविता वर्मा 7587144941
 पत्रकारिता- श्री अजय पांडे
27. कक्षा फर्निचर
 (1) डॉ.सलीम अकील (वाणिज्य संकाय) 9993281300
 (2) श्री अनुराग पाण्डे (कला संकाय) 9425208313
 (3) डॉ.गुणवन्त चन्द्रौल(विज्ञान संकाय) 9039039950
 (4) डॉ. रामा यादव (शिक्षा संकाय) 9425234058
28. सभागार एवं संचार व्यवस्था
 (1)डॉ. श्रीमती संतोष जैन 9827637631
 (2)डॉ. आर.पी. अग्रवाल (संयोजक)9827175401 (4) सुश्री शबाना 9406248063
 (3)डॉ. विनय शर्मा 9827466190 (5) डॉ.अनिरबन चौधरी 9893184622
29. सुरक्षा प्रबंधन
 (1) डॉ. पी.एस. शर्मा (संयोजक) 9827178264
 (2) श्री अमरीक सिंह 9826471133 (4) श्री अनुराग पांडे 9425208313
 (3) डॉ.विनय शर्मा 9827466190 (5) डॉ गुणवन्त चन्द्रौल 9039039950
30. प्रतियोगी परीक्षा प्रभारी
 (1) प्रो.वाई.पी.पटेल 9424109511 (2) डॉ. संतोष जैन 9131811780
31. स्वच्छ भारत अभियान
 (1) डॉ अनिरबन चौधरी (संयोजक)9893184622 (3) डॉ. हरीश कश्यप 9424108190
 (2) डॉ. श्रीमती फिरोजा 9893266881 (4) डॉ.नीलम शुक्ला9406062697
32. शासन, महाविद्यालय तथा अन्य एजेंसी द्वारा प्रदान की जाने वाली छात्रवृत्ति हेतु नोडल अधिकारी
 (1) डॉ. जे.एल.सोनभद्र (संयोजक)9425566476 (3) डॉ. रवीश सोनी 8085857769
 (2) डॉ. सुमनलता सक्सेना 9926165359 (4) प्रो.पंकज जैन 8982963278
33. एस.सी/एस.टी कमेटी
 (1) डॉ. राजेन्द्र ठाकुर (संयोजक) 9630035342 (3) प्रो. प्रणाली हटवार 9406062697
 (2) डॉ. गुणवन्त चन्द्रौल 9039039950 (4) डॉ. सुमित्रा मौर्य 9302093929
34. पर्यावरण कमेटी
 (1) डॉ संतोष जैन(संयोजक) 9827637631 (3) प्रो.पंकज जैन 8982963278
 (2) डॉ. शबाना 9406248063 (4) डॉ सौम्या खरे 9770100833

(डॉ. आर.के. साह)
 प्राचार्य

प्रतिलिपि :

1. समस्त संबंधित सदस्य एवं प्रभारीगण को सूचनार्थ ।
2. लेखापाल को सूचनार्थ ।
3. मुख्यलिपिक को सूचनार्थ ।
4. व्यक्तिगत फाईल ।

(डॉ. आर.के. साह)
 प्राचार्य



CASE STUDY DEPICTING DECENTRALIZATION-

College have 34 number of committees, all the committees are responsible for their respective works. one such type of committees is **purchase committees**.

Wi-Fi and Leased line Connection

Purchase committee which have significant role in purchasing items of the college and departmental need such as reference books, equipment, Journals, Chemical and other accessories as per the need of college. This committee is regulated by departmental heads forwarded by faculty in-charge and proceeded principal and chairman for final acceptance of purchasing requirements. For example, every year for the up gradation of department and institute purchasing is done as per requirements. During pandemic situation all fields are effected ICT tool helped teacher students for getting online classes, by using different Apps such as Zoom, Google Meet, Microsoft etc. These Apps helped students and teachers during this pandemic time. For this our institute purchased Wi-Fi connection and router for all departments and teachers separately. The requirements of this are approved by Principal and Chairman followed by purchase committee. After approval the quotation was put for fifteen days tender, quotation was opened by purchase committee and minimum price quotation was taken into consideration. Order should be placed to respective firm for Wi-Fi connection in the institute.



R.P. No. 12220/579 27/11/2020

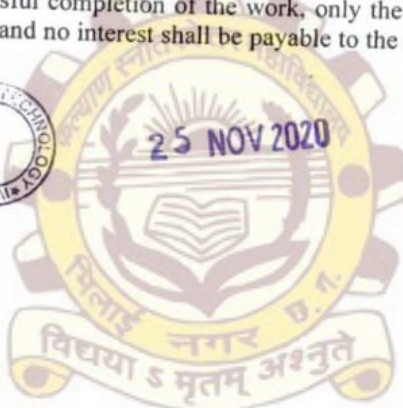


छत्तीसगढ़ CHHATTISGARH

X 226564

This agreement is entered into between **Rajendra Prasad, Partner AUTOMATION TECHNOLOGY** and **PRINCIPAL, KALYAN POST GRADUATE COLLEGE** on the date 24/11/2020 for the compliance and fulfillment of tender entitled 'Tender for Networking of Wi-Fi and Leased Line.' The terms and conditions of the agreement are mentioned below:

1. The quality of the Equipments, Installation and Fixture & Fittings will be inspected by the expert committee of the college. In case of any discrepancy the decision of the committee will be final and unanimous.
2. Maintenance shall be given by the Company (AUTOMATION TECHNOLOGY) free of cost (1 year + 1 year), as specified in the tender, for next two years from the date of completion of work.
3. Warranty shall be clearly mentioned in all the components provided and necessary document shall be provided for the same..
4. Work completion shall be done within 30 days from the order date.
5. Optic fiber shall be used for lease line.
6. In case the work is not completed within the given time duration, the committee shall take decision for further action.
7. The Earnest Money shall be in the possession of the college till the completion of tenure (2 years of maintenance). In case the company (AUTOMATION TECHNOLOGY) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall seize the Earnest Money.
8. In case of successful completion of the work, only the principal amount of EMD shall be returned and no interest shall be payable to the bidder after the tenure of 2 years.




PRINCIPAL
Kalyan Post Graduate College
Bhilai Nagar (C.G.)




Page.2

Cont.

9. In case the company (AUTOMATION TECHNOLOGY) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall blacklist the company (AUTOMATION TECHNOLOGY) and debar the company from further participation in any tender.
10. The payment shall be done after inspection of the work by the committee and 25% of the total amount shall be released after completion of 50% of the work and remaining 75% of the payment shall be done after total completion of the work.
11. The committee holds all the rights to take decisions regarding the tender and all its operations. The decision of the committee will be final and unanimous.
12. In case of any dispute, all the legal proceedings will be done under the jurisdiction of Durg District Court.

I have read and understood all the above mentioned terms and conditions and I readily agree for this agreement.



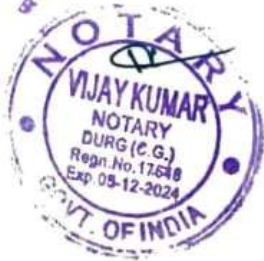

Rajendra Prasad (Partner)
Automation Technology
(Seal and Signature)



25 NOV 2020


PRINCIPAL
Kalyan Post Graduate College
Bhilai Nagar (C.G.)

Principal
Kalyan Post Graduate College
(Seal and Signature)



OFFICE OF PRINCIPAL
Kalyan Post Graduate College, Sector- 7, Bhilai Nagar (C.G.)
Office: 0788-2284965 Fax : 0788-2284252 , Email : office@kalyanpgcollege.org

KPGC/2020/ 605

Date : 2/12/2020

WORK ORDER

To,

M/s Automation Technology

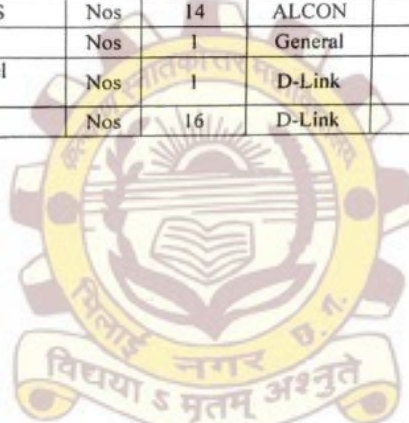
Shriram Market, kohka Road, Ramnagar

Durg (C.G.)

Sub: Networking, Installation and Commissioning of Wi-Fi and Leased Line cabling in Kalyan P G College

With reference to the open tender and all other processes and correspondences between Kalyan P G College and you, we are pleased to accept your tender at lowest quote as specified and in accordance with below mentioned terms and conditions.

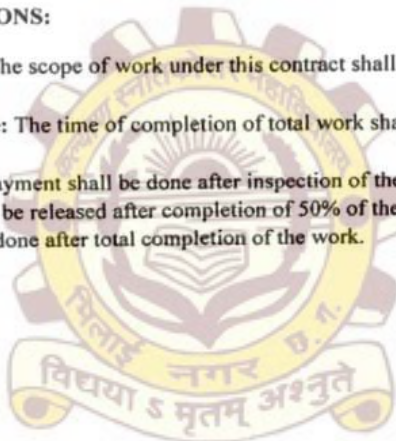
| COST OF NETWORKING SETUP /WIFI AND LEASED LINE CABLING | | | | | | |
|--|----------------------------------|-----|----------|----------------------------|--------------------------------|----------------------------|
| S. NO | Item Name | UOM | Quantity | Make/ Model | Unit Price (Including of GST) | Amount (Including of GST) |
| 1 | Cat-6 UTP Cable | Mtr | 3660 | D-Link | 17.00 | 62220.00 |
| 2 | 6 core Armoured OFC Single Mode | Mtr | 1000 | Finolex | 25.00 | 25000.00 |
| 3 | 9U Network Rack - Loaded | Nos | 1 | D-Link | 5048.00 | 5048.00 |
| 4 | 6U Network Rack - Loaded | Nos | 4 | D-Link | 4700.00 | 18800.00 |
| 5 | 16 Port Gigabit Network Switch | Nos | 6 | Netgear | 4800.00 | 28800.00 |
| 6 | 8+2 PoE Switch with 2 port fiber | Nos | 6 | Alcon-AL-PGSS010-8P-2S-120 | 6750.00 | 40500.00 |
| 7 | 24 port LIU Loaded | Nos | 1 | Dlink | 5800.00 | 5800.00 |
| 8 | 6 port LIU Loaded | Nos | 5 | Dlink | 3800.00 | 19000.00 |
| 9 | 8+2 PoE Switch with 2 port fiber | Nos | 1 | Alcon-AL-PGSS010-8P-2S-120 | 6750.00 | 6750.00 |
| 10 | SFP Module 1GBPS | Nos | 14 | ALCON | 1550.00 | 21700.00 |
| 11 | Cable Manager | Nos | 1 | General | 415.00 | 415.00 |
| 12 | 24 Port Patch Pannel loaded | Nos | 1 | D-Link | 2900.00 | 2900.00 |
| 13 | 1 Mtr Patch Cord | Nos | 16 | D-Link | 120.00 | 1920.00 |



| | | | | | | |
|---|---|------|-----|------------------|-----------|------------------|
| 14 | Firewall FortiGate FG100E Appliance +Unified (UTM) Protection (24X7 Forticare plus Application control IPS, AV , Web Filtering and Antispam, FortiSandbox cloud) with includes Licence fees for 3 years. | Nos | 1 | Fortigate-FG100E | 266090.00 | 266090.00 |
| 15 | Fibre Patch Cord SC-LC Single Mode | Nos | 12 | Syrotech | 550.00 | 6600.00 |
| 16 | 4+1 PoE Switch | Nos | 2 | Netgear-GS305P | 4690.00 | 9380.00 |
| 17 | Single Port LIU Box | Nos | 6 | General | 450.00 | 2700.00 |
| 18 | RJ 45 Key stone + Box + Plate | Sets | 46 | D-Link | 250.00 | 11500.00 |
| 19 | Access point - TpLink Indoor wireless AP - Dual Band Radio (802.11b/g/n and 802.11 a/n/ac) Wave2X2 MU-MIMO), internet antennas, 1x 10/100/1000 RJ45 port, BT/BLE. Ceiling/wall mount kit included. For power order : 802.1af PoE injector EAP-225 | Nos | 30 | Tp-Link-EAP225 | 4950.00 | 148500.00 |
| 20 | Fibre Splicing | Nos | 45 | General | 380.00 | 17100.00 |
| 21 | Wifi Controller System | Nos | 1 | Tplink OC200 | 7500.00 | 7500.00 |
| 22 | PVC Conduit Pipe 25mm | Nos | 820 | Polycab | 60.00 | 49200.00 |
| 23 | Commissioning Charges with cabling cost included (As per Scope of work mention in tender) | Job | 1 | --- | 118000.00 | 118000.00 |
| 24 | UPS 1 KVA Online with inbuilt battery 800w | Nos | 1 | APC SRC1KI-IN | 23160.00 | 23160.00 |
| 25 | UPS 1 KV Offline | Nos | 1 | APC BX1100C-IN | 6600.00 | 6600.00 |
| 26 | Total Cost(Inclusive of all taxes) | | | | | 905183.00 |
| <i>WORD: Nine Lakhs Five Thousand One Hundred Eighty Three Only</i> | | | | | | |

TERMS AND CONDITIONS:

- 1. Scope of Work:** The scope of work under this contract shall be as specified in the schedule of the work.
- 2. Completion Time:** The time of completion of total work shall be 30 days from the date of issuing work order.
- 3. Payments:** The payment shall be done after inspection of the work by the committee and 25% of the total amount shall be released after completion of 50% of the work and remaining 75% of the payment shall be done after total completion of the work.



4. **Guarantee:** Warranty shall be clearly mentioned in all the components provided and necessary document shall be provided for the same.
5. Maintenance shall be given by the Company (AUTOMATION TECHNOLOGY) free of cost (1 year + 1 year), as specified in the tender, for next two years from the date of completion of work.
6. The quality of the Equipments, Installation and Fixture & Fittings will be inspected by the expert committee of the college. In case of any discrepancy the decision of the committee will be final and unanimous.
7. In case the work is not completed within the given time duration, the committee shall take decision for further action.
8. The Earnest Money shall be in the possession of the college till the completion of tenure (2 years of maintenance). In case the company (AUTOMATION TECHNOLOGY) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall seize the Earnest Money.
9. In case the company (AUTOMATION TECHNOLOGY) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall blacklist the company (AUTOMATION TECHNOLOGY) and debar the company from further participation in any tender.
10. The committee holds all the rights to take decisions regarding the tender and all its operations. The decision of the committee will be final and unanimous.
11. In case of any dispute, all the legal proceedings will be done under the jurisdiction of Durg District Court.
12. In case of successful completion of the work, only the principal amount of EMD shall be returned and no interest shall be payable to the bidder after the tenure of 2 years.


Principal

Kalyan Post Graduate College
(Seal and Signature)
PRINCIPAL
Kalyan Post Graduate College
Bhilai Nagar (C.G.)

I accept the above referred work order and agree to the above mentioned terms and conditions


Rajendra Prasad (Partner)
Automation Technology
(Seal and Signature)





छत्तीसगढ़ CHHATTISGARH

X 249503

This agreement is entered into between Mrs. Smriti Gupta, Proprietor INSTALINKS and PRINCIPAL, KALYAN POST GRADUATE COLLEGE on the date 19/12/2020 for the compliance and fulfillment of tender entitled "Tender for Wi-Fi and Leased Line Connection." The terms and conditions of the agreement are mentioned below:



1. The quality of the Equipments, Installation and Fixture & Fittings will be inspected by the expert committee of the college. In case of any discrepancy the decision of the committee will be final and unanimous.
2. Maintenance shall be given by the Company (INSTALINKS) free of cost (1 year + 1 year), as specified in the tender, for next two years from the date of completion of work.
3. Warranty shall be clearly mentioned in all the components provided and necessary document shall be provided for the same..
4. Work completion shall be done within 15 days from the order date.
5. Optic fiber shall be used for lease line.
6. In case the work is not completed within the given time duration, the committee shall take decision for further action.
7. The Earnest Money shall be in the possession of the college till the completion of tenure (2 years of maintenance). In case the company (INSTALINKS) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall seize the Earnest Money.
8. In case of successful completion of the work, only the principal amount of EMD shall be returned and no interest shall be payable to the bidder after the tenure of 2 years.



Smriti Gupta
PRINCIPAL
Kalyan Post Graduate College
Bilaspur (C.G.)

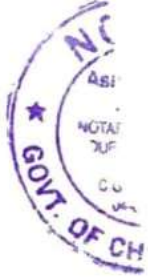


21 DEC 2020



9. In case the company (INSTALINKS) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall blacklist the company (INSTALINKS) and debar the company from further participation in any tender.
10. The agency shall provide a consistent and assured bandwidth of minimum 50 MBPS 1:1 Bandwidth Internet Leased line Through Fiber Optic.
11. The Agency (INSTALINKS) will have to submit monthly MRTG report mandatorily.
12. The committee holds all the rights to take decisions regarding the tender and all its operations. The decision of the committee will be final and unanimous.
13. In case of any dispute, all the legal proceedings will be done under the jurisdiction of Durg District Court.

I have read and understood all the above mentioned terms and conditions and I readily agree for this agreement.



SM
Mrs. Smriti Gupta, Proprietor
INSTALINKS
(Seal and Signature)

Principal
17-12-2020
Principal
Kalyan Post Graduate College
(Seal and Signature)

PRINCIPAL
Kalyan Post Graduate College
Bhilai Nagar (C.G.)

Principal
MB
21/12/2020



ATTESTED
Ashok Kumar

ASHOK KUMAR AGRAWA,
NOTARY, DURG, (C.G.) INDIA

21 DEC 2020

OFFICE OF PRINCIPAL
Kalyan Post Graduate College, Sector- 7, Bhilai Nagar (C.G.)
Office: 0788-2284965 Fax : 0788-2284252 , Email : office@kalyanpgcollege.org

KPGC/2020/579

Date : 27/11/2020

WORK ORDER

To,
Mrs. Smriti Gupta
INSTALINKS,
Block-10, Plot-21, Nehru Nagar (East)
Durg (C.G.)

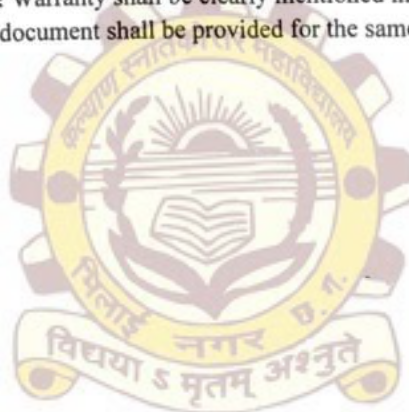
Sub: Connection of Wi-Fi and Leased Line in Kalyan P G College

With reference to the open tender and all other processes and correspondences between Kalyan P G College and you, we are pleased to accept your tender at lowest quote as specified and in accordance with below mentioned terms and conditions.

| S. NO | Item Name | Annual (Rs) |
|-------|--|-------------|
| 1 | PROVISIONING OF 50 MBPS LEASED LINE | |
| | Provisioning on Fiber/ Wireless P2P Link on Quarterly Payment Mode | 1,80,000 |
| 2 | One Time Installation Charges (OTC) | 10,000 |
| | Total | 1,90,000 |
| | GST (18%) | 34,200 |
| | Grand Total | 2,24,200 |

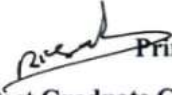
TERMS AND CONDITIONS:

- Scope of Work:** The scope of work under this contract shall be as specified in the schedule of the work. The agency shall provide a consistent and assured bandwidth of minimum 50 MBPS 1:1 Bandwidth Internet Leased line Through Fiber Optics.
- Completion Time:** The time of completion of total work shall be **15 days** from the date of issuing work order.
- Payments:** The payment shall be done after inspection of the work by the committee.
- Guarantee:** Warranty shall be clearly mentioned in all the components provided and necessary document shall be provided for the same.



5. Maintenance shall be given by the Company (INSTALINKS) free of cost (1 year + 1 year), as specified in the tender, for next two years from the date of completion of work.
6. The quality of the Equipments, Installation and Fixture & Fittings will be inspected by the expert committee of the college. In case of any discrepancy the decision of the committee will be final and unanimous.
7. In case the work is not completed within the given time duration, the committee shall take decision for further action.
8. The Earnest Money shall be in the possession of the college till the completion of tenure (2 years of maintenance). In case the company (INSTALINKS) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall seize the Earnest Money.
9. In case the company (INSTALINKS) doesn't comply with the terms and conditions of maintenance for 2 years, the college shall blacklist the company (INSTALINKS) and debar the company from further participation in any tender.
10. Agency receiving tender will have to submit monthly MRTG report mandatorily.
11. The committee holds all the rights to take decisions regarding the tender and all its operations. The decision of the committee will be final and unanimous.
12. In case of any dispute, all the legal proceedings will be done under the jurisdiction of Durg District Court.
13. In case of successful completion of the work, only the principal amount of EMD shall be returned and no interest shall be payable to the bidder after the tenure of 2 years.

10/11/2023
P


Principal
Kalyan Post Graduate College
(Seal and Signature)
PRINCIPAL
Kalyan Post Graduate College
Bhilai Nagar (C.G.)

I accept the above referred work order and agree to the above mentioned terms and conditions

Mrs. Smriti Gupta

**INSTALINKS,
(Seal and Signature)**



INVOICE

INSTALINKS

39, COMMERCIAL COMPLEX, NEHRU NAGAR EAST
BHILAI - 490020 CHHATTISGARH

Provider GSTN **22AIGPG8849M1ZU**

Invoice No. **YFINSTA/2021/251**

Reference **147318**

Invoice Date **5-Jan-2021**

Due Date **1-Feb-2021**

A/c Recharge Date **1-Jan-2021**

PRINCIPAL, KALYAN POST GRADUATE COLLEGE

KALYAN P.G. COLLEGE, STREET 5, SEC 7
BHILAI

E-Pin Voucher:

YFI-COMM-ILL-50Mbps-UL-3months

USAGE PERIOD: 1-Jan-2021 - 31-Mar-2021

PREVIOUS USAGE DETAIL: (DL / UL)

December 2020 : 26.63 GB / 8.81 GB

November 2020 : NIL

October 2020 : NIL

APPLICABLE CHARGES

Basic Rental 45,000.00

Add-on Services 0.00

One Time Charges 10,000.00

Taxes 9,900.00

Adjustments 0.00

GRAND TOTAL 64,900.00

CHECK YOUR DAILY USAGE @ <http://user.yfibroadband.net>

| SAC Code | Value | CGST (9%) | SGST (9%) | TOTAL TAX |
|----------|-----------|-----------|-----------|-----------|
| 99842 | 55,000.00 | 4,950.00 | 4,950.00 | 9,900.00 |

Services Powered By

FOXTEL TELECOMMUNICATIONS PVT. LTD.

Bank Details : INSTALINKS || IDBI BANK LTD. || IFSC : IBKL0000048 || A/C No.: 048102000010034

TERMS & CONDITIONS

Due Date: In case the due date falls on Sunday, the payment will be accepted on next working day without late payment charges.

• Disconnection - The company reserves right to disconnect the service for the non payment of billed amount without any further notice. Notwithstanding anything, this bill itself shall be deemed as notice for disconnection effective from due date.

• This is a computer generated statement / bill, and thus does not require any signature.

Total - 55,000.00 T.D.S. 2% Rs. 1100.00
Total - 53,900.00 + GST - 9,900.00 = Payable - 63,800.00

Please detach this slip and return with Payment

PRINCIPAL, KALYAN POST GRADUATE COLLEGE

KALYAN P.G. COLLEGE, STREET 5, SEC 7
BHILAI

Amount Due: **64,900.00**

Username : kalyanpg

Reference No. : 147318

Bill Date : 1-Jan-2021

Due Date : 1-Feb-2021



This is a computer generated statement

PAN No: 22AIGPG8849M1ZU

Mobile No: 9826092157



Deduct income tax as per rule and make payment

