

**PURCHASE
COMMITTEE
(2023-24)**

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR


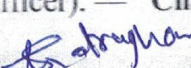
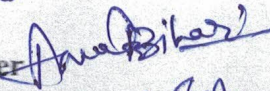

PURCHASE COMMITTEE

Date:- 05.02.2024

Name of Committee : Purchase
Academic Year : 2023-24
Meeting No : 03
Date and Time : 8.02.2024. at 12:00 pm.
Venue : CONFERENCE ROOM

MINUTES OF MEETING

The purchase committee meeting was held on 8 .02.2024. at 12:00 pm. in CONFERENCE ROOM. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. 
2. Mr. Shatrughan Sharma — Member 
3. Mr. Avadh Bihari Singh, Account Office. — Member 
4. Mr. Arjesh Singh, Assistant Professor. — Member Secretary 

The following agenda were discussed in the meeting :

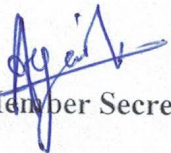
Agenda: The purchase approval request and submitted by the Member was discussed.

1. Approval for the preparation of Annual Functions & Alumni meet on 16,17 & 18 Feb 2024 call of quotations with the due sanction of the amount of expenditure.

2. Approval for Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for the preparation of Annual Functions & Alumni meet on 16,17 & 18 Feb 2024 call of quotations with the due sanction of the amount of expenditure and approval for Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 05.02.2024

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on...8.02.2024...at 12:00 pm. will be held in the CONFERENCE ROOM. So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for the meeting|.

- Regarding the preparation of Annual Functions & Alumni meet on 16,17 & 18 Feb 2024

Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 20.12.2023...

Name of Committee : Purchase
Academic Year : 2023-24
Meeting No : 02
Date and Time : 23.12.2023. at 12:00 pm.
Venue : SEMINAR HALL

MINUTES OF MEETING

The purchase committee meeting was held on 23.12.2023. at 12:00 pm. in the SEMINAR HALL. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office.-- Member *Avadh Bihari Singh*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

The following agenda were discussed in the meeting :

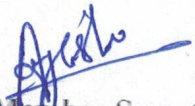
Agenda : The purchase approval request and submitted by the Member was discussed.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.

2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for Raw materials Carpentry items & Printing of pamphlets etc of Management Department after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

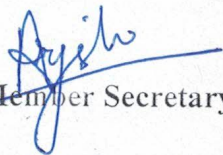
Date:- 20.12.2023...

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the **KIPM COLLEGE OF MANAGEMENT** on...23.12.2023...at **12:00 pm.** will be held in the **SEMINAR HALL.** So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for the meeting|.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 09.08.2023

Name of Committee : Purchase
Academic Year : 2023-24
Meeting No : 01
Date and Time : 13.08.2023 at 11:00am
Venue : HOD OFFICE.

MINUTES OF MEETING

The purchase committee meeting was held on 13.08.2023 at 11:00am in the HOD Office. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office.-- Member *Avadh Bihari Singh*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

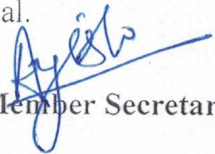
The following agenda were discussed in the meeting :

Agenda : The purchase approval request and submitted by the Member was discussed.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for Stationery, Electrical items – Materials for Internet & Electric cables etc for management Department after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- **Chairman Sir for kind information.**
- **Secretary/Managing Director Sir for kind information.**
- **Director Sir for kind information.**
- **All the members of Purchase Committee of KIPM college of Management.**

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE


Date:-09.08.2023

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on 13.08.2023 at 11:00am will be held in the HOD OFFICE. So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for discussed in the meeting.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

**PURCHASE
COMMITTEE
(2022-23)**

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 18.06.2023

Name of Committee : Purchase
Academic Year : 2022-23
Meeting No : 03
Date and Time : 20.06.2023 at 12:30pm
Venue : CONFERENCE ROOM

MINUTES OF MEETING

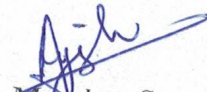
The purchase committee meeting was held on 20.06.2023 at 12:30pm in the CONFERENCE ROOM.

The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma — Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office. — Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. — Member Secretary *Arjesh*

Agenda of Meeting :- The purchase approval request and submitted by the member was discussed.

Decision taken - The Committee recommended the lists of books after the due discussions for approval.


Member Secretary

Purchase Committee
Kipm College Of Management
GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:-18.06.2023

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on...20.06.2023 at 12:30pm. will be held in the CONFERENCE ROOM So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place. The following is the agenda for discussed in the meeting.

Approval for purchase items like Computers, Laptops, Projectors, Cameras, Printers, CCTV cameras etc. and any other items as per the instruction of the call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 20.11.2023

Name of Committee : Purchase
Academic Year : 2022-23
Meeting No : 02
Date and Time : 23.11.2023 at 12:00pm
Venue : SEMINAR HALL

MINUTES OF MEETING

The purchase committee meeting was held on ... 23.11.2023 at 12:00pm in the HOD OFFICE. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma — Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office. — Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. — Member Secretary *Arjesh*

Agenda of Meeting :- The purchase approval request and submitted by the Member was discussed.

Decision taken The Committee recommended the lists of books after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- **All the members of Purchase Committee of KIPM college of Management.**

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE


Date:-20.11.2023.

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on...**23.11.2023** .at **12:00pm** will be held in the SEMINAR HALL .All the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for discussed in the meeting.

Approval for Purchase to compilation examination books and magazine, call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:-19.07.2022

Name of Committee : Purchase
Academic Year : 2022-23
Meeting No : 01
Date and Time : 21.07.2022 at 11:00am
Venue : HOD OFFICE

MINUTES OF MEETING

The purchase committee meeting was held on 21.07.2023 at 11:00AM in the HOD OFFICE. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office.-- Member *Avadh*
4. Mr. Arjesh Singh, Assistant Professor.--- Member Secretary *Arjesh*

Agenda of Meeting :- The purchase approval request and submitted by the Member was discussed.

Decision taken

The Committee recommended the lists of books after the due discussions for approval.

Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur.

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:-19.07.2022

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on...21.07.2022.at 11:00am will be held in the HOD OFFICE .All the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for discussed in the meeting.

1. Approval for Book purchase according to new syllabus, Demand for library management software, call of quotations with the due sanction of the amount of expenditure.
2. Approval for subscribe on INFLIBNET N -LIST Programme call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

**PURCHASE
COMMITTEE
(2021-22)**

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 10.03.2022

Name of Committee : Purchase
Academic Year : 2021-22
Meeting No : 03
Date and Time : 13 .03.2022. at 12:00 pm.
Venue : HOD OFFICE

MINUTES OF MEETING

The purchase committee meeting was held on 13 .03.2022. at 12:00 pm in the HOD OFFICE

The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office.-- Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

The following agenda were discussed in the meeting :

Agenda : The purchase approval request and submitted by the Member was discussed.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for Raw materials Carpentry items & Printing of pamphlets etc of Management Department after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

Copy to:-

- Chairman Sir for kind information.
- Secretary/Managing Director Sir for kind information.
- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 10.03.2022

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on...13.03.2022...at 12:00 pm. will be held in the HOD OFFICE. So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for the meeting|.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

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KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 23.12.2021

Name of Committee : Purchase
Academic Year : 2021-22
Meeting No : 02
Date and Time : 26 .12.2021. at 11:00 am.
Venue : CONFERENCE ROOM

MINUTES OF MEETING

The purchase committee meeting was held on 26 .12.2021 at 11:00 am in the CONFERENCE ROOM The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office.-- Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

The following agenda were discussed in the meeting :


Agenda : The purchase approval request and submitted by the Member was discussed.

I. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.

2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for Raw materials Carpentry items & Printing of pamphlets etc of Management Department after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

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- Chairman Sir for kind information.
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- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

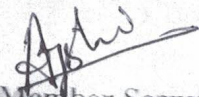
Date:- 23.12.2021...

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the **KIPM COLLEGE OF MANAGEMENT** on...26.12.2021...at 11:00 am. will be held in the **CONFERENCE ROOM**. So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for the meeting|.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

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- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:- 18.08.2021

Name of Committee : Purchase
Academic Year : 2021-22
Meeting No : 01
Date and Time : 20.08.2021.at 11:30am
Venue : HOD OFFICE.

MINUTES OF MEETING

The purchase committee meeting was held on **20.08.2021** at **11:30am**

in the **HOD Office**. The following members and Chairperson were present:

1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office. -- Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

The following agenda were discussed in the meeting :

Agenda : The purchase approval request and submitted by the Member was discussed.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.

2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.

Decision taken

The Committee recommended for Stationery, Electrical items – Materials for Internet & Electric cables etc for management Department after the due discussions for approval.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

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- Chairman Sir for kind information.
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- Director Sir for kind information.
- All the members of Purchase Committee of KIPM college of Management.

KIPM COLLEGE OF MANAGEMENT

GIDA, GORAKHPUR

PURCHASE COMMITTEE

Date:-18.08.2021

NOTICE

It is proposed to convey the meeting of Purchase Committee of members of the KIPM COLLEGE OF MANAGEMENT on **20.08.2021** at **11:30am** will be held in the **HOD OFFICE**. So all the members of the purchasing Committees are cordially invited to attend the meeting on the stipulated time and place.

The following is the agenda for discussed in the meeting.

1. Approval for Stationery, Electrical items – Materials for Internet & Electric cables etc call of quotations with the due sanction of the amount of expenditure.
2. Approval for Raw materials Carpentry items & Printing of pamphlets etc call of quotations with the due sanction of the amount of expenditure.


Member Secretary

Purchase Committee

Kipm College Of Management

GIDA, Gorakhpur

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- All the members of Purchase Committee of KIPM college of Management.

COMPOSITION AND FUNCTIONING OF COLLEGE

PURCHASE COMMITTEE

The Purchase Committee is formed to ensure consistent and correct norms of procurement practices. The Committee members meet as and when required and are primarily responsible for monitoring, verifying and ensuring that approved procurement procedures have been applied properly.

➤ ROLES, DUTIES, AND RESPONSIBILITIES

- Purchase committee helps to procure goods and services designed to capital and revenue consumables on the timely basis and by following approval procedure.
- They ensure that the organization operates with integrity while purchasing the required products.
- The college requirements to adhere to pre approved budget.

➤ COMMITTEE MEMBERS


1. Mr. Sanjay Kumar Gupta (Purchase Officer). — Chairperson. *Sanjay*
2. Mr. Shatrughan Sharma -- Member *Shatrughan*
3. Mr. Avadh Bihari Singh, Account Office. -- Member *Avadh Bihari*
4. Mr. Arjesh Singh, Assistant Professor. --- Member Secretary *Arjesh*

• FUNCTIONS OF THE PURCHASE COMMITTEE:

1. To prepare guideline and devise general system for procurements of materials, equipments and items for the Institution.
2. To coordinate all the purchases of various Departments and ensure the procurement of required items as per schedule.
3. To carry out discussions and negotiations with suppliers and procure the best quality items with competitive price.

4. To scrutinize requisitions for equipment of various Departments and decide upon the necessity of purchasing the equipment, keeping in view the possibility of its in-house manufacture in the Institute and the requirements specified by the Government, University. AICTE etc.

5. To arrange to call and scrutinize tenders/ quotations for items of purchase and contracts costing beyond the value specified by BOG.. Any other works related to procurement of the items.


Member Secretary

Chairperson.