

**ADARSH SHIKSHAN SANSTHA, BEED**  
**KALIKADEVI ARTS, COMMERCE & SCIENCE COLLEGE, SHIRUR (KA.)**  
**TQ. SHIRUR (KA.) DIST. BEED.-413249**

**Shri.Jaydattakshirsagar**  
(B.E. Mech)  
Secretary



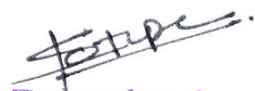
**Dr. Tupe S.K.**  
(M.Sc., B.Ed., Ph.D.)  
Principal

Ph. No. (02444) 259590/Fax. No. (02444) 259590 E-mail:- [Kalikadevicollege@gmail.com](mailto:Kalikadevicollege@gmail.com).  
Website: [www.kalikadevicollegeshirurkasar.org](http://www.kalikadevicollegeshirurkasar.org)

Ref. No.KMS/2020-2021/

**COLLEGE DEVELOPMENT COMMITTEE CDC MEMBERS**

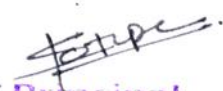
Sr. No.	Name of the member:	Position
<b>Nominee of AdarshShikshanSansthaBeed</b>		
1.	Dr. Machale R.G. (Administrative Officer)	Chairman
2.	Dr. Yevle D.A.	Member
3.	Dr. Chaudhar U.N.	Member
4.	Dr. Lomate S.B.	Member
5.	Dr. Donglikar C.V. Coordinator IQAC	Member
6.	Shri. Shelke N.A. (OS)	Member
<b>Teachers elected by the Teachers of the college:</b>		
7.	Dr.Landage R.A	Member
8.	Shri. Pawar G.V.	Member
9.	Shri. Nagre K.U.	Member
<b>Non-teaching employee elected by the non-teaching employee of the college:</b>		
10.	Shri. Shenkude B.S	Member
<b>Principal of the college:</b>		
11.	Dr. Tupe S.K. (I/C Principal, Kalikadevi Arts, Commerce and	Member Secretary

  
J/C Principal  
Principal  
Kalikadevi Arts, Commerce & Sci.  
College, Shirur (Ka), Dist. Beed.

**COLLEGE MAINTENANCE POLICY FOR PHYSICAL, ACADEMIC AND  
SUPPORT FACILITIES - LABORATORY, LIBRARY, SPORTS COMPLEX,  
COMPUTERS, CLASSROOMS ETC**

The college has well established system and procedures for maintaining and utilizing physical, academic and support facilities. As per the requirement of maintenance related to various facilities our college deals with following Agencies, Offices, Dealers or Venders;

Sr.No	Maintenance Issues	Name of Agency	Contact details
1	Administrative Software Maintenance	CIMS Nagpur	8805318206 / 8888883406 / 8888883407 / 7387472319 / 8180848518
2	IT Maintenance	P.C. Care Beed.	9325708989 / 9881308989
		Yash computers, Shirur (ka), dist. Beed	9404025857 / 7756945857
3	Internet Facility	BSNL office Shirur (ka) / Patoda, dist. Beed	02444-259598
4	Building Maintenance	B.S. Deshmane, Engineer	94223 31613
5	Electrical fitting, electricity support & battery backup	Deshmukh electrical, jijamatachowk, Shirur (ka), dist. Beed	9421338837 / 9420873590 / 7709325250
		MSEB office Shirur (ka), dist. Beed.	9168612754
		Prakash battery, jijamatachowk, Shirur (ka), dist. Beed	8975681777
6	Furniture maintenance	Sangole furniture centre, Ambikachowk, Beed), dist. Beed	9423733509 / 7972373007
7	Paper Scrap Maintenance	RatilalRajmalLodha	9922148657
8	Solid Waste Maintenance	JetappaKumbhar, Supervisor, PanchayatSamitiShirur (Ka)	88300 40376
9	Plumbing Issues	Santosh Mali	9421341814
10	Minor Building repairs, Classrooms, Toilets, Water tanks, College ground and Premises & Botanical garden cleaning is done regularly as per the time table allotted to the Class-4 staff. If needed we hire local workers on the daily wages.		

  
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**4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

1	<b>Maintenance &amp; Infrastructure Committee</b>	<b>1</b>	<b>Dr. Tupe S.K.</b>	<b>Chairman</b>
		2	Dr.Sawate S.R	Member
		3	Shri. Shelke N.A.	Member
		4	Shri. Tambe P.B.	Member
		5	Shri. Khedkar U.P.	Member
2	<b>Department Stock Verification Committee</b>	<b>1</b>	<b>Dr. Lomte S.B.</b>	<b>Chairman</b>
		2	Dr.Savate S.R.	Member
		3	Prof. Choudhar U.N.	Member
		4	Prof. Yevle D.A.	Member
		5	Shri. Shelke N.A.	Member
3	<b>Purchase Committee</b>	<b>1</b>	<b>Shri. Shelke N.A.</b>	<b>Chairman</b>
		2	Dr. Tupe S.K.	Member
		3	Prof. Yevle D.A.	Member
		4	Prof. Pawar B.T.	Member
		5	Shri. Jogdand S.B.	Member
4	<b>Library Committee</b>	<b>1</b>	<b>Dr. Sawate S.R.</b>	<b>Chairman</b>
		2	Shri. Jogdand S.B.	Member
		3	Dr. Sanap S.B.	Member
		4	Dr. Lomte S.B.	Member
		5	Dr. Landge R.A.	Member
		6	Prof. Pavle N.D.	Member
5	<b>Cleaning Committee</b>	<b>1</b>	<b>Prof.Pawar B.T.</b>	<b>Chairman</b>
		2	Prof. Chaudhar U.N.	Member
		3	Dr. Mule P.M.	Member
		4	Prof. Gunde V.B.	Member

*[Signature]*  
**Principal**  
 Kalikadevi Arts, Commerce & Sci.  
 College, Shirur (Ka), Dist. Beed.

आदर्श शिक्षण संस्था बीड संचलित  
कालिकादेवी कला, वाणिज्य व विज्ञान महाविद्यालय, शिरूर (का)  
ता. शिरूर का. जि. बीड

मा. जयदत्तजी क्षीरसागर  
(बी.ई मॅक)  
सचिव



डॉ. तुपे संजय के.  
(एम.एस्सी.पीएच. डी.)  
प्राचार्य

Ph. No. (02444) 259590

E-mail:- Kalikadevi192@ Gmail. Com

जा. क्र. कामाशि/2020-2021/


दि.

महाविद्यालयीन स्वच्छता वाटपा बाबत....

उपरोक्त विषयी अपणास कळविण्यात येते की, खालीलप्रमाणे महाविद्यालय व क्रिडांगण स्वच्छता आपणाकडे देण्यात आलेली आहे.

अ.क्र.	कर्मचार्याचे नाव	कामकाजाचे स्वरूप
1)	श्री. खेडकर यु. पी.	1) हॉल न. 16 / 42 / 43 / 44 / 45 46 / 49/ 50 / 51
2)	श्री. पवार बी. बी.	1) YCMOU - 25/ प्राचार्य कॅबिन -11/ गेस्ट रूम-12 / Chemistry Dept. -47/ 48
3)	श्री. शिंदे एच.जे.	रेकॉर्ड रूम - 17 / Zoology -31, 32, 34 गृहविज्ञान-36 / जुना सांस्कृतीक हॉल - 40
4)	श्री. बहीर बी.आर.	ग्रंथालय - 23/ परीक्षा विभाग-21/नॅक विभाग-27 एन.एस.एस-18 / हेल्थ केअर- 19 / उपप्राचार्य कॉबिन - 22/ हॉल न. 41/ नविन संपूर्ण जिना
5)	श्री. तूपे व्ही.एस.	बॉटनी डिपार्टमेंट 29,30,33 / कॉमर्स विभाग- 35/ भूगोल विभाग- 39
6)	श्री. आहेर एस.आर.	कार्यालय - 27/ हॉल न. 13/ 52/ 53/ जुना संपूर्ण जिना



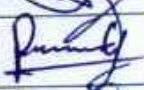

तरी वरील प्रमाणे दिलेली स्वच्छतेची जबाबदारी आपणावर राहिल याची नोंद घ्यावी.

  
Principal  
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Shirur (Ka.), Dist. Beed.



## CLEANING COMMITTEE REPORT 2020-2021

The meeting of cleaning committee was held on 12/11/2020 at 11.00 pm in the Principal Cabin to discuss about issues related to cleaning especially considering the Pandemic situation in presence of following members:

<b>Cleaning Committee</b>	1	<b>Prof.Pawar B.T.</b>	<b>Chairman</b>	
	2	Prof. Chaudhar U.N.	Member	
	3	Dr. Mule P.M.	Member	
	4	Prof. Gunde V.B.	Member	

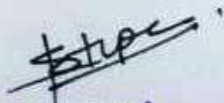
### **Agenda of Meeting:**

- To discuss about College cleaning and Sanitizing considering COVID 19 Pandemic situation
- To discuss about safety measures to be taken during the pandemic for students and staff member
- Distributions of cleaning work for employee

### **Minutes of Meeting:**

- With concern to COVID 19 Pandemic in the meeting special concentration was given to cleaning and sanitization process of college. All support staff members of college were called for the meeting and special instruction regarding sanitization of class rooms, office and departments were given.
- Schedule of regular cleaning work was fixed and distributed to the related staff
- Essential material for cleaning and sanitizing list was prepared and handed to principal.
- Instructions were given to the supporting staff regarding safety measures to be taken for all teaching, nonteaching and staff supporting staff while entering the premises during COVID 19 such use of Sanitizer and Masks

  
**Chairman Cleaning Committee**

  
**Principal**  
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**PURCHASE COMMITTEE 2020-2021**


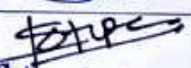

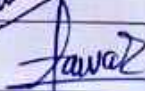

Purchase Committee is established for independent review and evaluation of purchasing documentation whose main objective is to recommend the most appropriate supplier or service provider based on price, quality, stock availability, references, credentials etc. Purchase Committee (PC) is established and managed by a senior professor in the college with the responsibility for the successful outcome of the evaluation process under the guidance of the Principal.

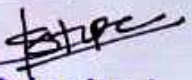
**Objectives:**

- To ensure that equipment / accessories are procured through standard procedure in major & minor purchases of the institution.
- To prepare the annual procurement plan of the institution.
- To provide support to the department HoDs / Lab In-charge Faculty members for procurement of goods / services in efficient, economic and transparent manner.
- To facilitate the management to allocate the required fund

**The roles and responsibilities of the PC should include;**

- The HoDs of departments concerned / Lab In-charge / Lab Technicians make arrangements for getting the quotations based on the intended specifications.
- Based on the recommendations of the department, usually by the respective HoD, purchase committee will deliberate on the quotations, specifications and negotiate
- The committee meets as and when needed.
- Recommend the suitable vendor for the procurement.

<b>Purchase Committee</b>	<b>1</b>	<b>Shri. Shelke N.A.</b>	<b>Chairman</b>	
	<b>2</b>	<b>Dr. Tupe S.K.</b>	<b>Member</b>	
	<b>3</b>	<b>Prof. Yevle D.A.</b>	<b>Member</b>	
	<b>4</b>	<b>Prof. Pawar B.T.</b>	<b>Member</b>	
	<b>5</b>	<b>Shri. Jogdand S.B.</b>	<b>Member</b>	

  
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## **PURCHASE COMMITTEE REPORT 2020-2021**

Meeting of purchase committee members was organized on 29<sup>th</sup> November 2020 under the chairmanship of principal in principal cabin. This meeting was held to prepare documentation of purchase to be done for academic year 2020-2021. The documentation was made considering the needs and budget allotted for different needs and handed over to principal. Quotations were invited for materials costing above 15000 and negotiation was done with the dealers. Following agenda was decided for the meeting;

### **Agenda;**

1. To discuss about purchasing of necessary safety material in terms of COVID 19
2. To discuss about purchasing of infrastructural needs.
3. Purchasing of computers and printers was proposed.
4. A list of daily needs for maintenance and housekeeping was prepared.

### **Action Taken;**

1. In terms of COVID 19 for sanitization of college 25 liters of sanitizer cans were purchased. Along with Oximeter and Thermal imaging systems.
2. For conference hall 106 fiber chairs were purchased.
3. For office 08 office chairs, 03 Computers and printers and 05 cupboards were purchased.
4. Three Tripod stands were purchased for online teaching purpose.
5. Necessary material for daily needs of maintenance and housekeeping was purchased.

  
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College, Shirur (Ka), Dist. Beer