

DAC Meeting held on 01.12.15

Members present:

1. _____ - 01/12/15
2. Jyotsna Das - 01/12/15
3. Jaydeep Chakraverty - 01/12/15
4. Sio Samrat Majumdar - 01/12/15
5. Saugata Kr. Nath - 01.12.15
6. R. P. Bishwas - 01/12/2015
7. Baby Pushpa Raha - R.P. Bishwas 11/12/15
8. Lalitakin Das - 1/12/15
9. Sunjana Chakraverty - 1/12/15
10. Anindya Sanyal Chowdhury - 1.12.15
11. Anindya Sen - 11/12/15

A Resolutions:

1. Conference table and 8 chairs for the seminar hall with additional microphones; Lectern ~~with~~ preferably with PA system. Cost: Rs 50,000/- est. Cost.
2. Installation of the repaired projector in the Seminar hall. Cost: Rs. 6000/- approx.
3. Departmental publication (Journal): Rs. 19,000/-
~~Inverter with battery (2 inverters & 4 batteries)~~
for teachers' cubicles.
4. Curtains/blinds for classrooms.
Students' activity Rs 5000/-
5. Meeting expensers & misc. Rs 15,000/-
6. Imprest and contingency Rs. 10,000/-
7. Beautification of the Dept. premises within & outside the building. Rs. 5000/-

Account of sanctioned by the VC vide dated
 20.08.2017 for purchase of
 consumables has been planned in the
 MC the items have been selected as mentioned
 in Annexure A indicating the approximate
 approximate cost.

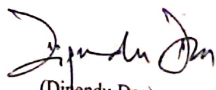
Department of English
 Assam University, Silchar

Annexure A

List of Items to be Purchased

Sl. No.	Materials	Quantity	Estimated Price
			Rs. 6,300/-
1	Paper A ¹	35 Rims	Rs. 800/-
2	Legal paper	08 Rims	Rs. 500/-
3	Dot Pen (Blue)	01 Dozen	
4	Dot Pen (Red)	06 Nos.	
5	Dot Pen (black)	06 Nos.	Rs. 300/-
6	White board marker	01 Dozen	Rs. 100/-
7	Marker Pen	01 Dozen	Rs. 100/-
8	Fevicol tube (small)	03 Nos.	Rs. 250/-
9	Blank CD	02 Dozens	Rs. 200/-
10	Paper weight	12 Nos.	Rs. 17,000/-
11	Printer Cartridge	22 + 04Nos	Rs. 600/-
12	Lock & Key (Big size)	06 Nos.	Rs. 600/-
13	Stapler pins (small)	10 Nos.	
14	Stapler pins (big)	10 Nos.	
15	Alpins	02 Boxes	
16	Celo tape (big size)	10 Nos.	Rs. 100/-
17	Celo tape (small size)	10Nos	
18	Rubber band (big size)	01 Pkt.	Rs. 100/-
19	Calculator	02 Nos.	Rs. 600/-
20	Envelopes (small size)	300 Nos.	Rs. 300/-
21	Stamp pad	02 Nos.	Rs. 500/-
22	Stamp pad (Ink)	01 No	
23	Scissor	02 Nos.	Rs. 50/-
24	Gum tube (small size)	06 Nos.	Rs. 50/-
25	Duster for white board	06 Nos.	Rs. 200/-
26	White fluid	06 Nos.	Rs. 200/-
27	Collin Spray	01 No	Rs. 100/-
28	Tags	02 Bundle	Rs. 100/-
29	Scissors	02 Nos.	Rs. 300/-
30	Registers	10 Nos.	Rs. 500/-
31	Cellophane tape	10 Nos.	Rs. 300/-
32	Stapler and pins	02 Nos.	Rs. 300/-
33	Waste paper basket	02 Nos.	Rs. 100/-
34	Clip File (Plastic)	55 Nos.	Rs. 1,100/-
35	Punching Machine	11+2 Nos.	Rs. 600/-
36	Stamps for HoD and Department	02 Nos.	Rs. 500/-
37	Register	10 Nos.	Rs. 1,000/-
38	Glass Top	07 Nos.	Rs. 9,500/-
39	Waste Paper basket	11 Nos.	Rs. 550/-
40	Paper Cover File	30 Nos.	Rs. 900/-
41	Departmental Pad	60 Nos.	Rs. 1000/-
42	Departmental Envelopes	1000 Nos.	Rs. 2,000/-
43	HoD's Pad	05 Nos.	Rs. 500/-
44	Distilled Water for Battery	20 Bottles	Rs. 600/-
45	Staplers (big)	02 Nos.	Rs. 200/-
Grand Total			Rs. 50,000/ (Rupees Fifty Thousand only)

01/12/16


 (Dipendu Das)
 HOD, English
 Assam University, Silchar