

	<p style="text-align: center;">Dr. N.G.P. ARTS AND SCIENCE COLLEGE</p> <p style="text-align: center;">(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p style="text-align: center;">NAAC 3rd Cycle</p> <hr/> <p style="text-align: center;">Criterion IV Metric 4.4.2</p>
---	---	---

4.4.2 Procedures for Utilization and Maintenance

The following are the details of procedure for purchase, monitoring, utilization, and maintenance of physical and Academic facilities:








S. No	Particulars	Supporting Document Pp No.
01	Purchase	3
02	Stock verification	5
03	Service	7
04	Calibrations	11
05	Annual Maintenance Contract	13
06	Utilization	15
07	Outcomes	17

ec
20/1/22

(Prof. Dr. V. Rajendran)
Principal



	<p style="text-align: center;">Dr. N.G.P. ARTS AND SCIENCE COLLEGE</p> <p style="text-align: center;">(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p style="text-align: center;">NAAC 3rd Cycle</p> <hr/> <p style="text-align: center;">Criterion IV</p> <p style="text-align: center;">Metric 4.4.2</p>
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S. No.	Particulars	Supporting Document Link
1	Purchase	
2	Stock verification	
3	Service	
4	Calibrations	
5	Annual Maintenance Contract	
6	Utilization	
7	Outcomes	



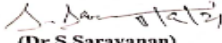

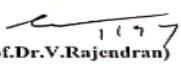




	<p align="center">Dr. N.G.P. ARTS AND SCIENCE COLLEGE</p> <p align="center">(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p align="center">NAAC</p> <p align="center">3rd Cycle</p> <hr/> <p align="center">Criterion IV</p> <p align="center">Metric 4.4.2</p>
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4.4.2 Procedures for Purchase

For Details of Complete documents please refer to

URL: https://drngpasc.ac.in/pdf/naac/criterion_4/1.%20purchase.pdf

Sample Document for purchase of equipments and ingredients

 <p>Dr. N.G.P. ARTS AND SCIENCE COLLEGE (An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P.-Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India. Website: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>		APPROVAL AY 2021-22						
<p>Ref. No: CE/2021-22/10 Date: 01/09/2021</p>								
<p>From Dr. M. Suganthi Assistant Professor and Head (i/c) Department of Chemistry</p>	<p>Through The Dean The Principal</p>	<p>To The Madam Secretary</p>						
<p>Sub: Chemicals for UG and PG-Reg</p> <p>We are in need of following list of chemicals attached herewith to conduct the regular practical classes of both UG and PG for the academic year 2021-22.</p>								
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  01.09.2021 (Dr.M.Suganthi) HoD </div> <div style="text-align: center;">  (Dr.S.Saravanan) Dean-Admin </div> </div> <p style="margin-top: 20px;">Submitted to Madam Secretary..... </p> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="text-align: center;">  (Prof.Dr.V.Rajendran) Principal </div> </div>								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Approval Status</td> <td style="width: 30%; text-align: center;">Approved</td> <td style="width: 30%; text-align: center;">Not approved</td> </tr> <tr> <td>Comments</td> <td colspan="2" style="text-align: right; vertical-align: bottom;">  Madam Secretary </td> </tr> </table>			Approval Status	Approved	Not approved	Comments	 Madam Secretary	
Approval Status	Approved	Not approved						
Comments	 Madam Secretary							
<div style="border: 1px solid black; display: inline-block; padding: 5px;">  Dr. N.G.P. Arts And Science College Coimbatore - 641 048 2021-22 229 ✓ </div>								



Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
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Web: www.dnrgpasc.ac.in | Email: info@dnrgpasc.ac.in | Phone: +91-422-2369100

NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

Dr. N.G.P. ARTS AND SCIENCE COLLEGE		APPROVAL
(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2 nd Cycle) Dr. N.G.P. - Kalapatti Road, Coimbatore-641 048, Tamil Nadu, India. Website: www.dnrgpasc.ac.in Email: info@dnrgpasc.ac.in Phone: +91-422-2369100		AY 2020-21
Ref. No: MB/2020 - 21/76 Date: 15.03.2021		
From Dr. J. Rengaramanujam Professor and Head Department of Microbiology	Through DBT Star Coordinator, Dean R&D The Principal	To The Madam Secretary
Approval is requested to purchase chemicals, Kit and Glassware from Poorani Hospital suppliers for the lab on project under DBT-Star College Scheme. Enclosure: List of Requirements.		
<div style="display: flex; justify-content: space-around;"><div>HOD 15/3/21</div><div>DBT Star Coordinator 15/3/21</div><div>Dean- R&D 15/3/21</div></div>		
Submitted to Madam Secretary for <u>Approved</u>		
<div style="display: flex; justify-content: space-between;"><div>Approval Status</div><div>Approved</div><div>Not Approved</div></div>		
Comments: <div style="text-align: right;">Principal 17/3/21 Madam Secretary</div>		
Office Use		
Accounts		
BT Star College	X	Association
		Clubs
		Conference
<div style="text-align: center;">526 527 540 ✓</div>		




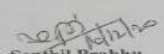
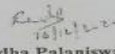
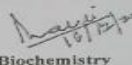


	<p style="text-align: center;">Dr. N.G.P. ARTS AND SCIENCE COLLEGE</p> <p style="text-align: center;">(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p style="text-align: center;">NAAC</p> <p style="text-align: center;">3rd Cycle</p> <hr/> <p style="text-align: center;">Criterion IV</p> <hr/> <p style="text-align: center;">Metric 4.4.2</p>
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4.4.2 Procedures for Inventory

For Details of Complete documents please refer to

URL: https://drngpasc.ac.in/pdf/naac/criterion_4/2.%20stock.pdf

Sample Document for Inventory

	Dr. N.G.P. ARTS AND SCIENCE COLLEGE <small>(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. - Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</small>	Approval EC AY- 2019-20
Ref. No: BC/2019-2020/ 23 Date: 16.12.2020		
From Dr. S. Senthil Prabhu, Assistant Professor (SG) Dept. of Microbiology Dr. Radha Palaniswamy, Assistant Professor Dept. of Biotechnology In charges - Lab stock verification	Through The Dean- Administration	To The Principal
The Chemicals, Instruments and Glassware's stock verification has been done on 16.12.2020 for Department of Biochemistry and CLT with random sampling and ground stock was found to tally with book stock.		
 Dr. S. Senthil Prabhu Dean - Admin	 Dr. Radha Palaniswamy	 HoD-Biochemistry
		 HoD-CLT
		 Principal



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3rd Cycle

Criterion IV

Metric 4.4.2



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Department of Mathematics

Available Library Book Name list 2020-21

146	137-III	Bridge Course for Refreshers	D.E. Benet & Garnet Fernandez	Paavai Publication, Chennai	2015
147	137-IV	Bridge Course for Refreshers	D.E. Benet & Garnet Fernandez	Paavai Publication, Chennai	2015
148	137-V	Bridge Course for Refreshers	D.E. Benet & Garnet Fernandez	Paavai Publication, Chennai	2015
149	137-VI	Bridge Course for Refreshers	D.E. Benet & Garnet Fernandez	Paavai Publication, Chennai	2015
150	137-VII	Bridge Course for Refreshers	D.E. Benet & Garnet Fernandez	Paavai Publication, Chennai	2015
151	138	Trigonometry	S.Narayanan, T.K.Manickavachagom Pillay	S.Viswanathan Pvt. Ltd, Chennai	2011
152	139	Vector Analysis	P.Duraipandian, Laxmi Duraipandian	Emerald Publishers	1984
153	140	Professional English for Physical Sciences	V.Alexander	Paavai Pathipagam, Madurai	2021
154	141	Intermediate Algebra, 5th Edn	Julie Miller et al.	Mc-Graw Hill Education(India) Pvt Ltd., Chennai	2020
155	142	Beginning Algebra, 5th Edn	Julie Miller et al.	Mc-Graw Hill Education(India) Pvt Ltd., Chennai	2020

Dr. NGPASC
COIMBATORE | INDIA

(Dr.R.Sowrirajan)
Signature of HOD

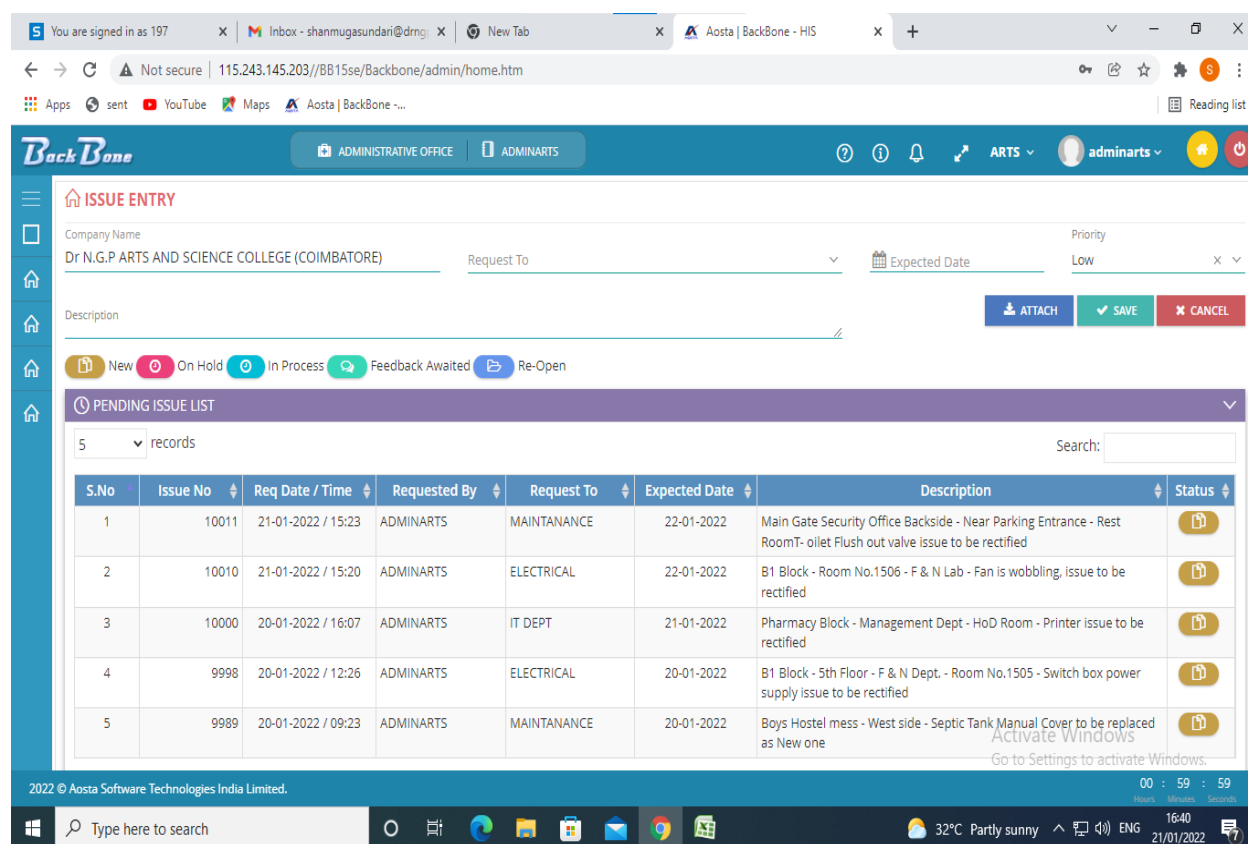
Dr. R. SOWRIRAJAN
M.Sc., M.Phil., Ph.D.
Head, Dept. of Mathematics
Dr. N.G.P. Arts and Science Col.
Dr. N.G.P. – Kalapatti Road, Coimbatore - 641048



	<p style="text-align: center;">Dr. N.G.P. ARTS AND SCIENCE COLLEGE</p> <p style="text-align: center;">(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p style="text-align: center;">NAAC</p> <p style="text-align: center;">3rd Cycle</p> <hr/> <p style="text-align: center;">Criterion IV</p> <p style="text-align: center;">Metric 4.4.2</p>
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4.4.2 Procedures for Service of Physical and Academic Facilities

For Details of Complete documents please refer to
URL: https://drngpasc.ac.in/pdf/naac/criterion_4/3.%20service.pdf
Sample Document for Service



The screenshot shows the 'BackBone' software interface. At the top, there's a navigation bar with 'ADMINISTRATIVE OFFICE' and 'ADMINARTS' tabs. The main section is titled 'ISSUE ENTRY'. It includes fields for 'Company Name' (Dr. N.G.P. ARTS AND SCIENCE COLLEGE (COIMBATORE)), 'Request To' (a dropdown menu), 'Expected Date' (a date picker), and 'Priority' (Low). There are buttons for 'ATTACH', 'SAVE', and 'CANCEL'. Below this, there's a 'PENDING ISSUE LIST' section with a search bar and a table of pending issues.

S.No	Issue No	Req Date / Time	Requested By	Request To	Expected Date	Description	Status
1	10011	21-01-2022 / 15:23	ADMINARTS	MAINTANANCE	22-01-2022	Main Gate Security Office Backside - Near Parking Entrance - Rest RoomT- ollet Flush out valve issue to be rectified	
2	10010	21-01-2022 / 15:20	ADMINARTS	ELECTRICAL	22-01-2022	B1 Block - Room No.1506 - F & N Lab - Fan is wobbling, issue to be rectified	
3	10000	20-01-2022 / 16:07	ADMINARTS	IT DEPT	21-01-2022	Pharmacy Block - Management Dept - HoD Room - Printer issue to be rectified	
4	9998	20-01-2022 / 12:26	ADMINARTS	ELECTRICAL	20-01-2022	B1 Block - 5th Floor - F & N Dept. - Room No.1505 - Switch box power supply issue to be rectified	
5	9989	20-01-2022 / 09:23	ADMINARTS	MAINTANANCE	20-01-2022	Boys Hostel mess - West side - Septic Tank Manual Cover to be replaced as New one	

Issue Entry in Back Bone Software





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NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

Browser tabs: You are signed in as 197, Inbox (1) - shanmugasundari@dr..., New Tab, Aosta | BackBone - HIS

Address bar: Not secure | 115.243.145.203//BB15se/Backbone/admin/home.htm

BackBone Software Interface:

ADMINISTRATIVE OFFICE | ADMINARTS

ISSUE REQUEST STATUS REPORT Backbone Report Builder

Search: _____

S.NO	ISSUE NO	REQ DEPT	REQ TO	DESCRIPTION	REQUEST DATE (A)	COMPLETED DATE (B)	CLOSED DATE
STATUS: COMPLETED 2 row(s)							
1	9987	ADMINISTRATION ARTS	MAINTANANCE	A1 Block - Room No.309 - Door is not closing - 1 No issue to be rectified	19-01-2022 / 16:40	21-01-2022 / 14:55	
2	9988	ADMINISTRATION ARTS	MAINTANANCE	B1 Block - Room No.1408 - Door is not closing - 1 No issue to be rectified	19-01-2022 / 16:40	21-01-2022 / 14:55	
STATUS: NEW 3 row(s)							
3	9989	ADMINISTRATION ARTS	MAINTANANCE	Boys Hostel mess - West side - Septic Tank Manual Cover to be replaced as New one	20-01-2022 / 09:23		
4	9998	ADMINISTRATION ARTS	ELECTRICAL	B1 Block - 5th Floor - F & N Dept. - Room No.1505 - Switch box power supply issue to be rectified	20-01-2022 / 12:26		
5	10000	ADMINISTRATION ARTS	IT DEPT	Pharmacy Block - Management Dept - HoD Room - Printer issue to be rectified	20-01-2022 / 16:07		
TOTAL 49962							
Showing 1 to 5 of 5 entries							

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Activate Windows. Go to Settings to activate Windows. Show all

Taskbar: Type here to search, 32°C Partly sunny, 16:44, 21/01/2022

Issue Status in Back Bone Software





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NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

Screenshot of the BackBone Software interface showing the 'ISSUE REQUEST STATUS REPORT'.

The interface includes a sidebar with navigation icons and a main content area with a table of issue requests.

ISSUE REQUEST STATUS REPORT

Buttons: Print, Copy, Excel, PDF, Column View, Page Length

Search: _____

S.NO	ISSUE NO	REQ DEPT	REQ TO	DESCRIPTION	REQUEST DATE (A)	COMPLETED
STATUS: CLOSED 91 row(s)						
1	8425	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - Admin Office - Server room - A/c remote to be provided	01-12-2021 / 11:47	21-01-2022
2	8431	ADMINISTRATION ARTS	ELECTRICAL	Main Gate - Security Room - Tube light is not working -1 No	01-12-2021 / 16:24	02-12-2021
3	8435	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - B.Com (CA) - Room No.419 - Electrical Plug Point to be fixed	02-12-2021 / 09:31	04-12-2021
4	8436	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - B.Com (CA) - Room No.404 - Tube light is not working -1 No	02-12-2021 / 09:31	04-12-2021
5	8438	ADMINISTRATION ARTS	ELECTRICAL	B1 Block - F & N Dept. - Room NO.1512 - Ceiling Fan canopy to be replaced -1 No	02-12-2021 / 11:23	04-12-2021
6	8448	ADMINISTRATION ARTS	ELECTRICAL	C1 Block - Lift is not working	03-12-2021 / 09:43	06-12-2021
7	8449	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - Physics Dept. - Room No.415 - Tube light is not working and check the connection	03-12-2021 / 09:45	06-12-2021
8	8450	ADMINISTRATION ARTS	ELECTRICAL	B1 Block - CLT Dept - Intercom No.269 is not working	03-12-2021 / 09:51	06-12-2021
9	9462	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - Room No.414 - Physics dept - Fan is not working -1 No	06-12-2021 / 09:16	06-12-2021
10	9463	ADMINISTRATION ARTS	ELECTRICAL	A1 Block - Room No.415 - Physics dept - Fan is making rattling sound, to be rectified issue	06-12-2021 / 09:20	06-12-2021
11	9464	ADMINISTRATION ARTS	ELECTRICAL	B1 Block - Room No.1117 - Extension box required - 2 nos and plug points are not working	06-12-2021 / 09:22	09-12-2021
TOTAL 1013685						
Showing 1 to 025 of 106 entries						

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00 : 59 : 45

16:41 21/01/2022

Issue Status in Back Bone Software





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NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

Browser tabs: You are signed in as 197, Inbox (1) - shanmugasundari@d..., New Tab, Aosta | Backbone - HIS

Address bar: Not secure | 115.243.145.203//BB15se/Backbone/admin/home.htm

BackBone Software Interface:

ADMINISTRATIVE OFFICE | ADMINARTS

ISSUE CLOSE

Company Name: Dr N.G.P ARTS AND SCIENCE COLLEGE (COIMBATORE)

Request To: [Dropdown] Request By: [Dropdown] Issue No: [Text]

Category: [Dropdown] Status: [Dropdown]

10 records

SEARCH CANCEL

Issue No	Reqstd Date	Company Name	Request To	Description	Exptd Dt	Priority	Assign By	Category	Status	Hrs
2453	10-04-2021 / 10:32	ARTS	MAINTANANCE	Civil work to be done for Lift work on A1 block ground floor (Intercom Unit to be shifted from current place to power room).	12-04-2021	Low	GOWTHAM S [1896]	Issue	Completed	6870
9473	06-12-2021 / 11:24	ARTS	MAINTANANCE	A1 Block - Entrance Portico - Dampness and water leakage issue to be rectified	07-12-2021	Low	GOWTHAM S [1896]	Issue	Completed	1109
9987	19-01-2022 / 16:40	ARTS	MAINTANANCE	A1 Block - Room No.309 - Door is not closing - 1 No issue to be rectified	20-01-2022	Low	GOWTHAM S [1896]	Issue	Completed	48
9988	19-01-2022 / 16:40	ARTS	MAINTANANCE	B1 Block - Room No.1408 - Door is not closing - 1 No issue to be rectified	20-01-2022	Low	GOWTHAM S [1896]	Issue	Completed	48

Showing 1 to 4 of 4 entries

Activate Windows
Go to Settings to activate Windows.

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00 : 59 : 56

32°C Partly sunny 16:43 21/01/2022

Issue Resolved in Back Bone Software



Dr. NGPASC
COIMBATORE | INDIA



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NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

4.4.2 Calibration of Instruments

For Details of Complete documents please refer to

URL : https://drngpasc.ac.in/pdf/naac/criterion_4/4.%20calibration.pdf

Sample Document for Calibration

TIN : 33292180025
CST : 574584 / 83-84 Area Code : 113

Phone No. : 2235970, 4506280, 2237280
E-mail : pscbe@gmail.com, info@pscbe.com Web : www.pscbe.com

The Precision Scientific Co., (Cbe)
SALES & ADMIN.
503, VEERABOYAR COLONY, Dr. NANJAPPA ROAD, COIMBATORE - 641 018.
Also Offices at Chennai Bangalore and Trichy

INSTRUMENTS & CHEMICALS

CALIBRATION CERTIFICATE

Customer: The Principal, Dr.N.G.P.College of Arts and Science, Dr.NGP Nagar,
Kalapatti, Coimbatore - 35

DEPARTMET:micro biology

Certificate No : PSC-CBE-370
Date of Calibration :18.02:2016
Calibration due before :17.02.2017

DETAILS OF THE TEST INSTRUMENT	
Description	CENTRIFUGE
Make	REMI
Model	R-8C
Capacity	8*15ML
Serial No.	HVCI-6338
Accuracy	±2RPM
Condition of the Equipment receipt	Functional

CALIBRATION ENVIRONMENTS	
Temperature	27 TO 30 deg.c.
Relative Humidity	60 %

DETAILS OF MASTER INSTRUMENT USED FOR CALIBRATION				
standard	Sl.no./id.no	traceability	Cert.No	validity
DIGITAL TACHO METER AND	PR-122/3 MAX.2000RPM	WARTECH	RR 13/033	01/12/2017

- The above calibration readings were taken as per customer requirements
- Overall Deviation is with in specified accuracy. Hence instrument is OK.
- Maximum tolerance permissible with in limit

CALIBRATED BY: J.SAMUEL

(SERVICE ENGINEER)

THE PRECISION SCIENTIFIC CO(CBE)

(AUTHORISED SIGNATORY)

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Regd. Office : 1, THIRUMALAISAMY NAIDU STREET, NEW SIDHAPUDUR, COIMBATORE - 641 044.





Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)
Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle)
Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India
Web: www.drngpasc.ac.in | Email: info@drngpasc.ac.in | Phone: +91-422-2369100

NAAC

3rd Cycle

Criterion IV

Metric 4.4.2

TIN : 33292160025
CST : 574584 / 83-84 Area Code : 113

Phone No. : 2235970, 4506280, 2237280
E-mail : pscbe@gmail.com, info@pscbe.com Web : www.pscbe.com

The Precision Scientific Co., (Cbe)
SALES & ADMIN.
503, VEERABOYAR COLONY, Dr. NANJAPPA ROAD, COIMBATORE - 641 018.
Also Offices at Chennai Bangalore and Trichy

INSTRUMENTS & CHEMICALS

CALIBRATION CERTIFICATE

Customer: The Principal, Dr.N.G.P.College of Arts and Science, Dr.NGP Nagar,
Kalapatti, Coimbatore - 35

DEPARTMET: micro biology

Certificate No : PSC-CBE-371
Date of Calibration : 25.02:2016
Calibration due before : 24.02.2017

DETAILS OF THE TEST INSTRUMENT	
Description	DIGITAL COLONY COUNTER
Make	DEEP VISION
Model	D-361
Capacity	MAX-100 CONT
Serial No.	1153
Accuracy	000 CONT
Condition of the Equipment receipt	Functional

CALIBRATION ENVIRONMENTS	
Temperature	27 TO 30 deg.c.
Relative Humidity	60 %

DETAILS OF MASTER INSTRUMENT USED FOR CALIBRATION	
---	--

- The above calibration readings were taken as per customer requirements
- Overall Deviation is with in specified accuracy. Hence instrument is OK.
- Maximum tolerance permissible with in limit

CALIBRATED BY: J.SAMUEL

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Metric 4.4.2

4.4.2 Annual Maintenance Contract

For Details of Complete documents please refer to

URL: [https://drngpasc.ac.in/pdf/naac/criterion 4/5.%20Amc.pdf](https://drngpasc.ac.in/pdf/naac/criterion%204/5.%20Amc.pdf)

Sample Document for AMC

Johnson
LIFTS & ESCALATORS

TAX INVOICE

ORIGINAL FOR RECIPIENT

JOHNSON LIFTS PRIVATE LIMITED
56/7 & 56/8 LATHAPURAM ROAD
CHENNAI DAMPATTI
COIMBATORE
TAMILNADU - 641048
Phone: (0422) 4274525 / 4274275
Fax: (0422) 4274525
E-Mail: info@johnsonlifts.com
Web: www.johnsonlifts.com

Details of Customer (Bill To)
DR. N.G.P. ARTS AND SCIENCE COLLEGE
KALAPATTI ROAD
COIMBATORE
PIN: 641048

Place of Supply / Delivery
DR. N.G.P. ARTS AND SCIENCE COLLEGE
(CONFERENCE CENTER)
KALAPATTI ROAD
COIMBATORE
PIN: 641048

Invoice Details
GST Invoice No: TNE041900468
Date: 04-JUL-2019
SM No: SMAB345
Branch Code: TNE01
Cust. Code: 009192
Ref No: TNE0190703465
Category: AMC - PSM

CONT. PERSON: T. BHUVANESHWARAN / 98940-21564

GSTIN No: UNREGISTERED
State Code: 33 State: TAMILNADU

GSTIN No: UNREGISTERED
State Code: 33 State: TAMILNADU

Tax Payable under Reverse charge: NO

S. No.	Description	HSN/SAC	Qty	Value	SGST	CGST
1	Towards the Charges for Servicing and Maintenance of the following LIFT(s) as detailed below:	998718	1	67639.00	9%	9%
SI	Cont. No.	Job No.	Typ	Cont. Basic Value	Inv. Basic Value	
1	552556	L-3572	PSM	67639	67639	FINAL
				Total	67639	

Stamp: Bills/Letter/Document Received on 01/8/19
(a) Name R. Suryobhate
(b) Signature R. Suryobhate

Total Invoice Value: 79814.02

For Johnson Lifts Private Limited
M. PADMA NABAN
Authorized Signatory

Address of Principal place of Business: No 1 East Main Road, Annanagar West Extension, Chennai 600101

Registered & Corporate Office: No 1 East Main Road, Annanagar West Extension, Chennai 600101. CIN No. U27209TN1985PTC008718

AMC for Escalator



Dr. NGPASC
COIMBATORE | INDIA



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3rd Cycle

Criterion IV

Metric 4.4.2

IN-SYNC SOLUTIONS
Head Office : 172/3, Ramalingam Road West, R. S. Puram, Coimbatore - 641 002. Mobile : 82200 55508/09
Ph.No : 0422 - 2470500 E-mail: info@insyncsolutions.net
Branch Office : No. 29, Jammal Pearl City, Tuckeram Malapuram, Munnerpallam Village,
Tirunelveli - 627 007. Ph.No : 82200 55507 E-mail: info@insyncsolutions.net, www.insyncsolutions.net

ORDER FOR ANNUAL MAINTENANCE CARE CONTRACT – AMC

IN-SYNC SOLUTIONS logo

the following parties: CONTRACT NO. **1057**

Customer Name & Address Dr N.G.P Arts & Science College
Coimbatore

here in after referred as the "Customer"

IN-SYNC and the Customer agrees that IN-SYNC shall provide service and maintenance of the equipments specified in this Agreement, in accordance with the following service terms & conditions:

Annual Maintenance Contract and Equipment Details:

MACHINE MODEL: <u>DX 8430</u>	SERIAL NO: <u>D2162100568</u>	AGREEMENT MADE ON DATE: <u>01.12.18</u>
AGREEMENT START FROM: <u>01.01.19 TO: 31.12.19</u>		CONFIG:
Annual Maintenance Contract for the machine as mentioned above		Annual Maintenance Charges Rs.
For the period of 01 Year	Qty <u>01-01-19 to 31-03-20</u>	<u>15000</u> <u>2700</u>
GST 18%	Vat @	
Service Tax @		
Total AMC Cost for the Equipment		<u>17700</u>

The agreement is entered for a period of 5(five) years from the date of installation of the equipments, or Prints, whichever is earlier. The agreement can be terminated by either party any time during its tenure by giving 60 days prior notice in writing.

Description of Services:
Shall provide the following service against the maintenance charges detailed in clause 4 of this service agreement:
a) Provide all reprographic supplies, i.e. Spares parts for the Equipments, except Consumables, power, paper, staples and any other output print material. b) All spares are covered under AMC for Telecom products except damage occurred due to natural calamities, lightning, flood, earthquake, high voltage, fire etc. c) All spares are covered under AMC for Projectors except Lamp which is consumable. d) Repair and service of the equipments at the customer's request within reasonable time of receipt of communication from the customer, during the normal working hours of INSYNC, any material removed from the equipments shall become the property of INSYNC, who is entitled to take them away from the customer's premises. e) Provide training for operating the equipments to two persons nominated by the customer.

Maintenance Charges:
a) The Charges stated in this agreement are exclusive of Service tax, Octroi and any other Government levies, which are payable by the customer extra, at actual b) The aforesaid maintenance charges payable by customer are subject to escalation at every year, over the original charges agreed upon, applicable after 1 year of sale in terms of this agreement, the escalation in this clause does not include any revision of rates due to variations in levies or taxes of central, state, local government, which are recoverable from the customer separately.

Install Location:
The customer shall not relocate the equipments, as this Agreement is only in respect of the present Equipments site, unless mutually agreed in writing, prior to relocating. This agreement shall not cover charges for relocating. Invoicing and payment All payments under this Agreement shall be paid by the customer within 7 days of invoice date. IN-SYNC reserves the right to stop services and supplies, should the payment be delayed.

General Terms:
a. IN-SYNC is entitled to transfer the right and commitment arising under the agreement to a third party.
b. All costs incurred by IN-SYNC in effecting and safeguarding its right, both extra-judicially and of a legal nature, shall be for the customer's account.

For IN-SYNC SOLUTIONS

For THE CUSTOMER SIGNATURE WITH SEAL

AMC for Photocopier



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Criterion IV

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4.4.2 Utilization of Academic and Physical Facilities

For Details of Complete documents please refer to

URL: https://drngpasc.ac.in/pdf/naac/criterion_4/6.%20utilization.pdf

Sample Document for Utilization

Dr. N.G.P. ARTS AND SCIENCE COLLEGE (Autonomous)
Coimbatore - 641 048

STUDENT'S LOGIN REGISTER

Date: 15-12-21
Department: DA
Subject: Final

Name of the Lab: LAB 16
Class & Section: I. BSECSDA
Staff Signature with Name: R. Ranjani

S.No.	Login No	Cabin No.	Time In	Time Out	Name	Signature
33	211DA019	CC1625	1:35	3:15	NITHISH KUMAR V	Nithish V
34	211DA018	CC1626	1:35	3:15	L. NAVEEN KUMAR	Naveen
35	211DA021	CC1616	1:35	3:15	A. K. K. K.	A. K. K. K.
36	211DA022	CC1614	1:35	3:15	SARASWATHI	Saraswathi
37	211DA023	CC1614	1:35	3:15	ARAVIND K	Aravind K
38	211DA017	CC1614	1:35	3:15	ARAVIND K	Aravind K
39	211DA034	CC1653	1:35	3:15	SARAVANARAJAN	Saravanan
40	211DA034	CC1654	1:35	3:15	E. Silwin	Silwin E.
41	211DA025	CC1655	1:35	3:15	V. Ragul Kannan	Ragul Kannan
42	211DA027	CC1637	1:35	3:15	E. Paramasivan	Paramasivan

Signature of Lab Technician
15/12/21

Computer cell Lab log in register





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2020 - 2021				Issued Date	Sign	Return Date
24	178	Introduction to Investment Management	Dr. R. Chandrasekaran	30.07.21	Dr. S. Arunpriya	
25	083	Cost Accounting	A. Murthy S. C. Suresh	02.08.21	Dr. S. Arunpriya	
26	159	A text book of Income Tax	Dr. V. Vijayaganesan	24.07.21	Dr. M. Shanthini Devi	
27	226	Income Tax	Dr. M. Shanthini Devi	11.08.21	Dr. M. Shanthini Devi	
28	134	Introduction to IT	P. Rizwan Ahmed	08.09.21	Mr. C. Sahambaram	
29	004	Computer Applications in Business	R. Parameswaran	08.09.21	Mr. C. Sahambaram	
30	0120	Fundamentals of IT	Alexis Leon Matthew Leon	06.09.21	Mrs. V. Jayashree	
31	044	Corporate Accounting	S.P. Jain, K.P. Venkatesh	30.09.21	Mr. M. Anandaraman	
32	168	Research methodology	N. Tanulngam	09.10.21	Ms. S. Latha	
33	201	Financial Accounting	Prof. T. Reddy & Dr. S. M. S. Reddy	23.11.21	Dr. T. Sumathi	

Department Library book issue register



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4.4.2 Impact of Purchase Maintenance and Utilization Policy

For Details of Complete documents please refer to

URL: https://drngpasc.ac.in/pdf/naac/criterion_4/4.4.2%20Additional.pdf

Sample Document for Maintenance Impact



Battery operated vehicles for cleaning the campus



A board indicating the usage of recycled water for irrigation