

# **Criteria 6.4.3**

## **Institutional Strategies for mobilization of funds and the optimal utilization of resources**



### 6.4.3 A - Institutional strategies for mobilization an optimal utilization of resources

Strategies for optimal utilization of resources and funds

- Finance Committee: HEI formed the finance committee to monitor optimal utilization of resources and funds.
- Purchase Committee: Quotation are invited from vendors for purchase of requirement of HEI
- Scrutiny of Quotation: it is done by finance and purchase committee with standard parameter, decision taken for finalization of quotations.
- Budget Committee: The principal along with account, admin and finance, purchase committee consultation, the budget for the financial year is prepared for optimal utilization of recourses and funds.
- Concern of Management: at major steps the principal always concerns the Management for directives and decision.
- Accounts and Audit: To check and verify the finance, purchase, expense and income resource and funds. HEI appoints the statutory auditors – internal as well as External Auditor
- To promote academic: HEI has strategy for optimal utilization of resources and funds to promote academics. ICT facilities, library facilities, laboratory equipment's, laboratory needs, staff salaries and staff and student welfare.

The HEI achieves the following objectives

- To promote research activity
- To promote teaching learning enthusiasm.
- To promote extension activities, Social activities
- To promote distinctiveness of institute, best practice and students
- To promote quality education by undergoing assessment and accreditation process by NAAC



## Budget Format

Bunts Sangha's Ramanath Payyade College of Hospitality Management Studies Budget for Financial Year 2023-24	
S. No.	Amount (Rs)
<b>I. INCOME</b>	
Projected student's strength	350
1 Tuition & Other Fees	45,781,973
2 Sale of Admission Form	200,000
3 Miscellaneous Income	31,000
4 Bank Interest	800,000
5 Examination Fees	716,072
<b>TOTAL INCOME</b>	<b>47,533,045</b>
Less: Fee Concessions	550,000
Less: Bad Debts	600,000
<b>NET COLLECTION</b>	<b>46,383,045</b>
<b>II. EXPENDITURE</b>	
<b>A. DIRECT EXPENSES</b>	
1 Gratuity	400,000
2 Provident Fund	576,000
3 Salary & Allowance	15,264,272
4 Staff Welfare Expenses	155,000
5 Payment to visiting Faculty	300,000
<b>TOTAL (A)</b>	<b>16,695,272</b>
<b>B. ADMINISTRATIVE COST</b>	
1 Accreditation Expenses/Affiliation Fee	58,000
2 Advertisement & Promotion	714,000
3 Annual Magazine	114,300
4 Internal Audit Fee	79,000
5 Bank Charges	2,000
6 Conveyance Expenses	42,000
7 Electricity Charges	3,528,000
8 House-keeping charges	938,000
9 Insurance Premium	148,500
10 Miscellaneous Expenses	70,000
11 Municipal Taxes	310,000
12 Pest Control Charges	50,000
13 Photocopying Charges	104,000
14 Postage & Courier Charges	10,000
15 Printing & Stationery	172,000
16 Professional Fees	25,000
17 Licence and Renewal Fees	150,000
18 Meeting Expenses	47,500
19 Office Exp.	10,000
20 Security Charges	693,000
21 Telephone & Fax	23,000
22 Photography and Videography	17,500
23 Publicity, Promotion & Branding	500,000
24 Referral Fees	-
25 Uniforms to Staff	42,500
26 Water & Water Tanker Charges	59,000
27 Sports Day Expense	140,000
28 NAAC/NBA Expense	200,000
<b>TOTAL (B)</b>	<b>8,256,300</b>
<b>III. CLEANING RESOURCES EXPENSES</b>	
1 Annual Celebrations (Independent Day/Froga etc)	313,000
2 Computer Software Exp	162,000
3 Examination Expenses	50,000
4 Exam. Remuneration to Professors	100,000
5 Extra-Curricular Activities	50,000
6 Subscription Exps	4,000
7 Food & Tea Expenses for Guests	66,000
8 Guest Speaker Honorarium	60,000
9 Internet Charges	50,000
10 Laboratory Expenses	500,000
11 Library Books Journal & Periodicals	152,000
12 Meeting Expenses	5,000
13 Membership of Professional Bodies	5,000
14 Photography & Video Shooting	5,000
15 Prizes & Scholarships	15,000
16 Sports Equipments	-
17 Sports & Games	183,250
18 Teaching Aids/Resources	50,000
19 Convocation Exp.	24,627
20 University Share of Exam fees/ State board exam fees	238,360
21 University Share / State Board shares	128,100
22 Workshops for Staff/Faculties	30,000
23 Bus Charges	153,000
24 Kitchen Exp	2,000,000
<b>TOTAL (C)</b>	<b>4,294,337</b>
<b>IV. STUDENT WELFARE EXP.</b>	
1 Charges for Career Counsellor	10,000
2 First Aid Expenses	5,000
3 Student Welfare Exps (Uniform, IV etc)	7,966,360
4 Training & Placement	200,000
<b>TOTAL (D)</b>	<b>8,181,360</b>
<b>V. Repairs &amp; Maintenance</b>	
1 Annual Maintenance Charges	760,000
2 Other Repairs & Maintenance	396,000
<b>TOTAL (E)</b>	<b>1,156,000</b>
<b>TOTAL EXP (A TO E)</b>	<b>38,583,269</b>
<b>I - II SURPLUS/(DEFICIT)</b>	<b>7,798,776</b>
Interbranch Rent- Bunts Sangha	4,320,000
<b>SURPLUS/(DEFICIT)</b>	<b>3,478,776</b>

For Bunts Sangha's Ramanath Payyade College of Hospitality Management Studies

*Shashi Manmohan Shetty*  
Principal



# Vendor Quotation

**BUNTS SANGHA MUMBAI**  
HIGHER EDUCATION COMMITTEE

Shashi Manmohan Shetty Higher Education Complex, Buntara Bhawan Marg, Kurla East, Mumbai - 400 070.  
Tel. : 2405 9000/91 / 2405 7243 | India : 2405 7092 | Email : btsrecometings@gmail.com

Work Order No. - BSRPH/23-24/934 P.O. Date: 26.12.2023

To: BVM Infotech  
109 Mevadi, E.S. Patanwala Compound,  
L.H.S Marg, Chhokar (West)  
Mumbai-400086  
Mob. 9920441153/9822000890

From: Bunts Sangha Ramanath Payyade College of Hospitality Management Studies  
Buntara Bhawan Marg,  
Kurla East, Mumbai 400070.  
PAN No. - AAATB0137M  
GST- 27AAATB0137M1ZT

Sl.	Description of work	Qty.	Rate	Amount
<b>Repair of CPU's in Front Office Lab of RPH College</b>				
1	1 Ball CPU 103 - Gigabyte motherboard replacement + OS format (servicing of desktop included) for Desktop, CPU 103	1	7,450.00	7,450.00
2	1 Ball CPU 1 - Motherboard replacement + OS format + Power Supply repair (servicing of desktop included) for Desktop, CPU 127	1	7,880.00	7,880.00
<b>Total</b>				<b>15,330.00</b>

**Rupees Fifteen Thousand Three Hundred Thirty Only.**

Terms & Conditions:  
1. 100% payment after completion of work and receipt of invoice.  
2. The above rates are exclusive of GST.

Thanking You,  
For Bunts Sangha's Higher Education Committee

*(Signature)*  
Authorized Signatory

29.12.2023  
BMS/23-24/361

Rice Beaters  
Higher Education Committee  
Bunts Sangha Mumbai

Subject: Approval for repair of two CPU's at RPH Front Office Lab

Respected Sirs/ Madam,

We require approval to repair two CPU's at RPH front office lab. 1 Ball CPU103 and CPU 127.

Sr.No.	Company and Model No	Issues/Diagnosis	Amount (Exclusive of GST)
1	1 Ball CPU103	Gigabyte motherboard replacement + OS format (servicing of desktop included) for Desktop, CPU-103	7,450.00
2	1 Ball CPU127	motherboard replacement + OS format + power supply repair (servicing of desktop included) for desktop, CPU-127	7,880.00
<b>Total</b>			<b>15,330.00</b>

Kindly grant approval for the same.

Regards,  
*(Signature)*  
Sushant Shetty  
Asst. Manager (IT)

Verified /Recommended by:  
Remark, if any.

Sr.No.	Budgeted Amount	Expenses incurred as on date	Balance Budgeted amount
<b>TOTAL</b>			

Signature  
C/O

Accountant

Forwarded for your kind consideration and approval.

Remarks:

Chairman Vice-Chairman *(Signature)* *(Signature)* *(Signature)*  
Vice-Chairman Secretary Treasurer

RPH  
Front Office Lab

To: Institute: Bunts Sangha Kurla

Date: 26/12/23  
Quote: A892343

Dear Sir/Madam,

Thank you for giving us an opportunity to quote. Based on your desktop received at our service centre for repairs, a quotation for the same is attached in this document. We are pleased to quote you the following:

Sr.No.	Company / Model No.	Quantity	Remarks
1	Samsung CPU 103	Desktop	Gigabyte motherboard replacement + OS format (servicing of desktop included)
2	Samsung CPU 87	no display	Gigabyte motherboard replacement + OS format + power supply repair (servicing of desktop included)

Sr.No.	Description of Service	Price (INR)	QTY	Total (Exclusive of GST)	Delivery
1	Gigabyte motherboard replacement + OS format (servicing of desktop included) for Samsung Desktop, CPU-103	7,450	1	7450	12 Days
2	motherboard replacement + OS format + power supply repair (servicing of desktop included) for Samsung Desktop, CPU-87	7,880	1	7880	12 Days

Terms and Conditions:  
Delivery: As mentioned above.  
Warranty: 6 months on parts replacement & 3 months on standard repair.  
Note: GST is charged extra as per actual.

Thank You for your business



**Purchase Committee**

**11. PROCUREMENT**

**(Uniform , Shoe, Belt, , Journals,  
Textbooks, ID card, Gifts, Stationery,  
Industrial Visit)**

**CHAIRPERSON**

Mr. Yogesh Utekar

**MEMBERS**

Mr. Ajay Kadam

Mrs. Kirti Suripaga

Mrs. Tanuja Tipnis

Mrs. Hemlata Shetty

**STUDENT REPRESENTATIVE**

Ms. Kanak Gupte

Mr. Tanishq Kanani

Mr. Harsh Keer

**12 ATTENDANCE & MENTOR MENTEE**

