



Criterion 4: Infrastructure and Learning resources

Supporting Document For 4.3.2

DVV clarifications

Provide Bills for the purchase of computers. Provide the stock registers in which highlight the entries of computers purchased in 2020-21.

Content	Link
Detailed Document on student-computer ration	https://www.ststephens.edu/IQAC/SSR/Criterion-4/4.3.2.pdf





YEAR 2020-21

In academic session 2020-21, the college purchased 08 laptops for the admission purposes.

Date of purchase: 23-09-2020

Total amount paid for 08 laptops = INR 332800/-

Configuration of laptops: HP laptop, Intel Core I3, 4GB RAM, 512 GB Hard drive

Laptop serial numbers:

CND0353HRR
CND0353HTC
CND0353GTK
CND0353HKJ
CND02938ZD
CND0343BYB
CND03433Y9
CND0343DB2

YEAR 2021-22

In academic session 2021-22, college purchased 5 laptops for admission purposes.

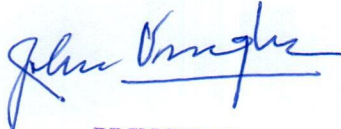
Date of purchase: 27/08/2021

Total amount paid for 5 laptops= INR 215851/-

Configuration of laptops: HP Intel I3, 11Gen, 8GB RAM, 512 SSD

Serial Number of laptops

CND1166D2R
CND11807SG
CND1180FDX
CND1180H82
CND1180FQK


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YEAR 2021-22

In academic session 2021-22, college purchased 1 more laptop for admission purposes.

Date of purchase: 14/09/2021

Total amount paid for 5 laptops= INR 92940/-

Configuration of laptops: HP laptop 15S, Intel i7, 11generation, 16GB RAM, 1TB SSD, 4GB Graphic card

Serial Number of laptops

CND127CZFP

YEAR 2022-23

In academic session 2022- 23 recently, the collage upgraded the desktops in the Internet Resource Centre (IRC). For that purpose, college bought 70 SSD Hard drives each of 240 GB + 35 RAM (4GB DDR each).

Please find attached the stock register entries and sample bills of all the purchases in the next attached pages.

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Content

- 1) Stock register entries of laptops**
- 2) Bills of laptop purchases**
- 3) Purchase bills and stock register entries of SSD and RAM for the IRC desktop upgradation**
- 4) Copy of allotment of admission laptops**

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Stock register entries of laptops

171 STOCK REGISTER

Name of Article
उपकरण का नाम

Laptops HP 250 G2.

Date तिथि	PARTICULARS विवरण	Bill No. बीजक नं०	Receipt प्राप्ति	Issue देय	Balance बाकी	Remarks टिप्पणी
23/10/2021	Purchased from Shaily IT Solution Invoice no. SIS/2021/0253 Configuration Core i3, 4GB RAM, 512GB SSD (15.6) Total purchased 8 Laptops + Laptop Bags One laptop cost 35,254.23 + tax at the Rate of 18% Total Amount Paid 3,32,800/- for Admission 2020-21	23/10/2021 Purchase date model etc. 4GB - Inbuilt from Company 15.6 Extra Included				
1	Laptop S.No. CND0353HRRV					
2	CND0353HTEV					
3	CND0353GTKV					
4	CND0353HKJLV					
5	CND029382D					
6	CND0343BYB					
7	CND03433Y9					
8	CND0343DB2V					
2021-22. Admission						
27/10/2021	Purchased from R. K. Enterprises Invoice no 37 2/10/2021. HP Laptop 15 HP 250 G2 Laptop Intel 31.61% core S.no. as per Bill as per S.no. 10. S.no. (ND116602R, CND116605G, CND116605G, CND116605G, CND116605G No. of laptop 5 - Total Bill 2,15,851/-					
1	CND116602R					
2	CND116605G					
3	CND116605G					
4	CND116605G					
5	CND116605G					
14/9/2021	Purchase a laptop from R. K. Enterprises Invoice no 49, dated 9/8/2021. HP Laptop 15 Intel i7 11th Gen, 16GB RAM, 512GB SSD, 4GB Graphics 1. S.No. CND177CZFP Rs. 92,940/-					

[Signature]

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Bills of laptop purchases

Admission - 21-22

Tax Invoice (ORIGINAL FOR RECIPIENT)

R K ENTERPRISES RAN -61 PLOT NO -29, RAJENDRAS ANUVRAT TOWER, WAZIRPUR DELHI NORTH WEST DELHI DELHI - 110052 GSTIN/UIN: 07BOZIK1242N1ZB State Name : Delhi, Code : 07 E-Mail : rkenterprises871@gmail.com Buyer The Principal St. Stephen's College University of Delhi Delhi 110007 State Name : Delhi, Code : 07		Invoice No. 49 Delivery Note Supplier's Ref. Buyer's Order No. SSC/IT/2021-22/68 Despatch Document No. Despatched through Terms of Delivery	Dated 9-Aug-2021 Mode/Terms of Payment Other Reference(s) Dated 28-Jul-2021 Delivery Note Date Destination
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Sl	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Hp Laptop 15 S HP 15DK2075TX LAPTOP Intel i7 11 Gen, 16 GB Ram, 1 TB SSD 4 GB Graphics, Windows 10 SL 1 Year S No.- CND127CZFP	8471	1.00 Qty	78,763.00	Qty	78,763.00
	Less :					
	OUTPUT CGST					7,088.67
	OUTPUT SGST					7,088.67
	Round Off					(-)0.34
	Total		1.00 Qty			₹ 92,940.00

Amount Chargeable (in words) **INR Ninety Two Thousand Nine Hundred Forty Only** E & O/E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
8471	78,763.00	9%	7,088.67	9%	7,088.67	14,177.34
Total	78,763.00		7,088.67		7,088.67	14,177.34

Tax Amount (in words) : **INR Fourteen Thousand One Hundred Seventy Seven and Thirty Four paise Only**

Declaration
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature

Company's Bank Details
 Bank Name : **CANARA BANK**
 A/c No. : **2413201002057**
 Branch & IFS Code : **WAZIRPUR SME BRANCH & CNR0002413**

St. Stephen's College
 Entered in Stock Register
 At Page No. **174** Sl. No. **18/11/21**

for R K ENTERPRISES
 Authorised Signatory

This is a Computer Generated Invoice

John Hughes

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Bills of laptop purchases

Tax Invoice (ORIGINAL FOR RECIPENT)

PRPRISES
N-61 PLOT NO-29
AJENDRAS ANUVRAT TOWER, WAZIRPUR
DELHI NORTH WEST DELHI
DELHI - 110052
GSTIN/UIN: 07BQZPK1242N1ZB
State Name: Delhi, Code: 07
E-Mail: rkenterprises871@gmail.com
Buyer
The Principal
St. Stephen's College
University of Delhi
Delhi 110007
State Name: Delhi, Code: 07

Invoice No: 37
Delivery Note
Supplier's Ref
Buyer's Order No: SSC/Admissions/2021-22/69
Despatch Document No.
Despatched through
Terms of Delivery

Dated: 2-Aug-2021
Mode/Terms of Payment
Other Reference(s)
Dated: 28-Jul-2021
Delivery Note Date
Destination

Sl No	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Hp Laptop 14 S Hp 250 G8 Laptop Intel Core i3 11th Gen, 8 Gb Ram 512 Gb Ssd, Windows 10 SL, 1 Year S No - CND1180D2R CND1180GSG CND1180FDX CND1180H82 CND1180FQK	8471	5.00 Qty	36,505.00	Qty	1,82,925.00
						16,463.25
						16,463.25
						(-10.50)
	OUTPUT CGST					
	OUTPUT SGST					
	Round Off					
	Total		5.00 Qty			₹ 2,15,851.00

Amount Chargeable (in words): **INR Two Lakh Fifteen Thousand Eight Hundred Fifty One Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8471	1,82,925.00	9%	16,463.25	9%	16,463.25	32,926.50
	Total		16,463.25		16,463.25	32,926.50

Tax Amount (in words): **INR Thirty Two Thousand Nine Hundred Twenty Six and Fifty paise Only**

Declaration: We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature

Company's Bank Details
Bank Name: CANARA BANK
A/c No: 2413201002057
Branch & IFS Code: WAZIRPUR SME BRANCH & CDR0002057
for R K ENTERPRISES

Handwritten signature: R. K. Enterprises
Handwritten date: 21/08/21


Handwritten signature: John Vargha
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DELHI-110007





Purchase bills entries of SSD and RAM for the IRC desktop upgradation

Original Copy



TAX INVOICE
NAMAN TRADERS
M-28 PRATAP NAGAR, DELHI 110007
GSTIN : 07GPFPS6236Q1ZY
email : namantraders@delhi110007.com

Invoice No. : NK/082/22-23
Date of Invoice : 26-07-2022

Place of Supply : Delhi (07)
Reverse Charge : N

Shipped to :
PRINCIPAL ST. STEPHENS COLLEGE
NORTH CAMPUS
DELHI 110007

Billed to :
PRINCIPAL ST. STEPHENS COLLEGE
NORTH CAMPUS
DELHI 110007

GSTIN / UIN :

S.N.	Description of Goods	HSN/SAC Code	Qty.	Unit	Price	Amount ()
1.	SSD HARD DRIVE 240 GB SSD 240 GB CRUCIAL		70.00	Pcs.	1,991.52	1,39,406.40
2.	RAM4GB DDR3 SIMNTRONICS	84733030	35.00	Pcs.	1,016.94	35,592.90
						1,74,999.30
Add : SGST						15,749.94
Add : CGST						15,749.94
Add : Rounded Off (+)						0.82
Grand Total						2,06,500.00

105.00 Pcs.

Tax Rate	Taxable Amt.	CGST	SGST	Total Tax
18%	1,74,999.30	15,749.94	15,749.94	31,499.88

Rupees Two Lakh Six Thousand Five Hundred Only

Bank Details : HDFC BANK A/C NO. 50200016305225
IFSC CODE :- HDFC0004401 GULABI BAGH DELHI 110007

Terms & Conditions
E & O.E.
1. Goods once sold will not be taken back.
2. Interest @ 18% p.a. will be charged if the payment is not made within the stipulated time.
3. Subject to 'Delhi' Jurisdiction only.

Receiver's Signature : *Ch 31/8/22*

Naman Traders
M-28, Pratap Nagar
Delhi-110007

*for Sandhu
31/08/2022*

Principals
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007





St. Stephen's College
Delhi 110007
India

Naman Traders
M-28 Pratap Nagar Delhi,
New Delhi-110007

July 20, 2022

Subject: PURCHASE ORDER FOR SSD 240 GB AND RAM

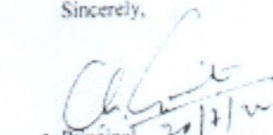
I am pleased to award the aforesaid purchase order as per the quotation and rates submitted by you on 13 July 2022. The delivery and installation must be in conformity with the specifications given in your original quotation:

S No.	Items	Rate	Unit	Amount
1.	1)SSD 240GB Crucial with 3 Years warranty	2350 (GST inclusive)	70	Rs.164500.00
2.	2) Simmtronics 4GB DDR3 with 3 years warranty	1200 (GST inclusive)	35	Rs.42000.00
				Total Amount: Rs.2,06,500/- (Two lac six thousand and five hundred only)

The following conditions will apply:

1. You are to ensure timely compliance in this regard.
2. No Mobilization advance will be paid.
3. The items should be delivered and installed within seven days of the receipt of this purchase order.
4. The above purchase order is subject to your acceptance of the conditions listed above.
5. Payment will be made by NEFT only, after the delivery and installation of the items.
6. M/S Naman Traders will coordinate for providing all warranty and services.

Sincerely,

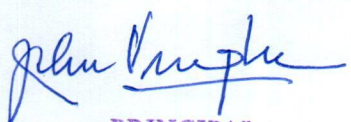

Principal
St. Stephen's College
Delhi-110007



Recorded
[Signature]

Copy to IRC

Office : +91-11-27667200 e-mail : pstoprincipal@ststephens.edu


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Stock register entries of SSD and RAM for the IRC desktop upgradation

an abt product

STOCK REGISTER स्टॉक पंजी

वस्तु का नाम

384

Name of the article

RAM

Date तिथि	PARTICULARS विवरण	Bill No. बिल नं.	Receipt प्राप्त	Issue जारी	Balance बाकी	Remarks टिप्पणी
26-07-22	RAM	NK/082 /22-23	35	35	0	Installed in the Lab



वस्तु का नाम

Name of the article

STOCK REGISTER स्टॉक पंजी

Hard Disk / SSD

299

Date तिथि	PARTICULARS विवरण	Bill No. बिल नं.	Receipt प्राप्त	Issue जारी	Balance बाकी	Remarks टिप्पणी
	External Hard drive		2		2	
26-07-22	SSD HARD DRIVE	NK/082 22-23	70	70	0	Installed in the IRC System

[Signature]

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Copy of allotment of admission laptops

THE DETAILS OF NEW LAPTOPS					
S. No.	S No of Laptop	Issue to	Deptt./location	Signature	Date
1	CND0353HKJ				
2	CND0353HRR				
3	CND0353HTC	Mr. Biju Balan	Bursars Office		
4	CND0343DB2	Ms. Yippi Kikon	Dean's Office		6/12/2021
5	CND0353GTR	Mr. Sujay John	Sports Office		
6	CND0343BY3	Mr. Arnold Milton	IT Department		
7	CND03433Y9	Ms. Felicia (Now it is with Principal Sir)	Principal's Office		
8	CND02938ZD	Dr. Renish Abraham	Bursars Office		
9	CND180GSG	Mr. David	ID Card Deptt.		9/12/2021
10	CND186DZR	Mr. Rohit Roy	Cafe		
11	CND180F8K	Available	IRC (Guest House)		01/12/22
12	CND180F8K	Available	IRC IDAC		16-Dec-21
13	CND180H82	Dr. Geetanjali Sethi (Samuel Davidson)	Centre for Advanced Learning		15-Dec-2021
14	CND127CZFP	Mr. Ravi	IT Department		02-Feb-2022

Admission 2020-21 and 2021-22



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