



St. Stephen's College
Delhi – 110007
India

Dear Stephanians,

20th July 2026

St. Stephen's College has always sought to provide an environment that reflects the values and standards for which it is known. As we work to preserve that legacy and prepare the College for the future, there are several important improvements to our campus and its facilities that now require immediate attention. It is in this context that I write to invite your support. Our immediate priorities include:

- Repair and improvement of washrooms;
- Essential repairs to campus roads;
- Air-conditioning of selected spaces;
- Modernisation of the College Café and Mess; and
- End-to-end digitisation of the College's academic and administrative operations through the implementation of a comprehensive Enterprise Resource Planning (ERP) system.

Enclosed with this letter is an itemised list of the proposed works together with an approximate estimate for each. A detailed specification and cost break-up for Item No. 1 has also been enclosed. Similar detailed specifications and estimates for each of the remaining items will be made available to any alumnus or group of alumni wishing to examine them before extending support. To ensure complete transparency, accountability, and traceability, we invite alumni to sponsor specific items from the enclosed list. Item-wise sponsorship will enable every contribution to be linked to a clearly identified project and will ensure that the utilisation of funds can be monitored and reported with clarity. For every sponsored project, the College will provide:

- Photographic documentation before, during, and after completion of the work;
- Reports on the utilisation of funds;
- Relevant work-related documentation and completion reports; and
- Acknowledgement of sponsors at an appropriate location on campus, should they wish to be recognised.

The College bank details for making contributions are enclosed. Alumni may choose to sponsor an entire project or join with fellow Stephanians to support a larger initiative. We request that the item being sponsored be clearly indicated while making the contribution.

Dr. Silika Mohapatra, Assistant Professor, Department of Philosophy is the Alumni coordinator and a notice regarding the same is enclosed. If you would like any further information, including detailed specifications, estimates, or any clarification regarding the proposed works, we would be pleased to provide it.

I sincerely hope you will consider supporting this endeavour and helping the College meet these important needs. This link provides details of the items for which sponsorships have been promised / received (<https://docs.google.com/document/d/1y0-yeh9e-oHJseicfKfR5hGktAjDbi18mMh1cHOsBSg/edit?usp=sharing>)

Thank you for your continued goodwill towards St. Stephen's College.
With warm regards,

PRINCIPAL
Dr. Susan Elias
Principal
St. Stephen's College, Delhi





St. Stephen's College
Delhi – 110007
India

25th June 2026

NOTICE

This is to inform all concerned that **Dr. Silika Mohapatra**, Assistant Professor, Department of Philosophy has been appointed as the **Alumni Office Faculty-coordinator** with effect from 25th June 2026.

Contact Details: -

Email id is : alumni@ststephens.edu and M. No. is [9319767618](tel:9319767618).

Prof. Susan Elias

Principal

**PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007**



St. Stephen's College
Delhi - 110007
India

20th July 2026

Proposed Infrastructure Upgradation Works (2026–2027)

S. No.	Title	Name of work with location	Description of work	Estimated Cost
1	Washrooms	Renovation and upgradation of all washrooms in Residence Blocks	Renovation and upgradation of washrooms in all residence blocks comprising complete replacement of sanitary fixtures, Chrome Plated fittings, concealed water supply and drainage lines, wall and floor tiles, waterproofing treatment, electrical fittings, exhaust fans, doors, ventilators, mirrors, accessories, and allied civil works.	The estimated cost of one washroom set is ₹14.30 lakhs . One washroom set consists of Ground Floor (2 WCs and 2 Bathrooms) and First Floor (2 WCs and 2 Bathrooms). The proposal covers a total of 16 washroom sets (2 sets × 8 residence + extension blocks), with an estimated project cost of ₹2.29 crore.
		Renovation of existing girls' washrooms near auditorium (ground floor & first floor)	Renovation of ground floor & first floor girls' washrooms comprising 3 standard WC's (Western Commodes) and 1 PWD (Persons With Disabilities) friendly accessible WC (Western Commodes), including civil, sanitary, plumbing, electrical, tiling, waterproofing and finishing works.	Estimated Cost: ₹6.50 Lakhs for each floor (Ground Floor and First Floor); Total Estimated Cost: ₹13.00 Lakhs .
2	Road works	Revamping of internal roads between Allnutt Residence blocks	Providing and laying cement concrete paver blocks, including tactile pavers for accessible pedestrian movement, after removal of the existing damaged pavement and preparation of the sub-base, over an area of approximately 2,000 sq. m.	Estimated cost : ₹30.00 Lakhs.
		Providing and laying tactile tiles for development of barrier-free and accessible pathways in the main building and residence block pathways	Providing and laying tactile tiles, including dismantling and relaying of existing brick pathways and installation of polyurethane tactile indicators over cement concrete corridors, covering approximately 3,350 sq. m. around the residence blocks and main Building corridors to develop barrier-free, PWD-friendly (Persons With Disabilities) pathways for safe navigation and orientation of students, staff and visitors.	Estimated cost : ₹14.00 Lakhs.



3	Air Conditioning works	Junior Combination Room (JCR)	Supply, installation, testing and commissioning of air conditioning system for the JCR hall comprising four (04) 3 ton tower air conditioners, to provide uniform cooling for the entire hall area.	₹6.00 Lakh (Approx.) - 4 Nos. of 3-ton Tower ACs, inclusive of GST, transportation, installation and commissioning.
			Installation of two (02) 1.5 ton, 3-star inverter split air conditioners in the Music Room and Carrom Room to provide a comfortable environment for indoor student activities.	50,000/- per unit (inclusive of 3-star inverter split ac, stabilizer, gst, cartage, installation and commissioning) × 2 nos. = ₹1,00,000/-
		Staff Room	Installation of three (03) 2 ton 3-star inverter split air conditioners in the staff room	₹60,000/- per unit (inclusive of 3-star inverter split ac, stabilizer, gst, cartage, installation and commissioning) × 3 nos. = ₹1,80,000/-
		Cafe	Supply and installation of approximately 25 ton tower air conditioning system in the college café to provide a comfortable, climate-controlled dining.	Estimated cost : ₹20.00 Lakhs.
		Library	Installation of twenty (20) 2 ton 3-star inverter split air conditioners in the library	₹60,000/- per unit (inclusive of 3-star inverter split ac, stabilizer, gst, cartage, installation and commissioning) × 3 nos. = ₹12.00 Lakhs
4	Cafe	General Renovation	Renovation of interior works including furniture, flooring and general aesthetics	Estimated cost : ₹25.00 Lakhs.
5	Water Coolers	Supply and installation of 150-litre stainless steel water coolers, including GST, transportation, installation, testing and commissioning all complete.	Four 4 nos. (1 each at Sports block, Mukarji Residence Block - East Wing, Mukarji Residence Block - West Wing, and Academic Block)	Approx. ₹80,000/- per unit (inclusive of GST, transportation/cartage, installation and allied charges) × 4 Nos. = ₹3,20,000/-
		One (01) 100 LPH (Litre Per Hour) commercial reverse osmosis water purification system for the main academic building	Supply, Installation, Testing and Commissioning of one (01) 100 LPH (Litre Per Hour) commercial reverse osmosis water purification system for the Main Building, including GST, transportation, fittings, accessories and all allied charges.	Estimated cost : ₹0.65 Lakh Approx



		Two (02) 50 LPH (Litre Per Hour) commercial reverse osmosis water purification system for the main academic building	One for each: Mukarji Residence Block - East Wing, Mukarji Residence Block - West Wing, and Academic Block	Approx. ₹45,000/- per unit (inclusive of GST, transportation/cartage, installation and allied charges) × 2 Nos. = ₹90,000/-
6	Junior Combination Room (JCR)	General Renovation	Furnished and installed flexible partition systems, custom furniture, and textiles to create a versatile, multifunctional hub	Estimated cost : ₹10.00 Lakhs
			One vending machine for Snacks & Beverages	Estimated cost : ₹2.25 Lakhs
			One standard-size recreational pool table.	Estimated cost : ₹0.85 Lakh
7	Software ERP Campus Management	One-Time Implementation Cost	Custom development and implementation of the following platform modules: 1. Procurement Management 2. Assets Management 3. Contracts Management 4. Files & Document Management 5. Attendance Management 6. Hostel Management	₹8.50 Lakh - ₹10.00 Lakh
		Managed Platform Support Plan	Technical support, system maintenance, issue resolution, updates, monitoring and enhancements	₹35,000 per month
		Cloud Hosting	AWS/GCP/Other application hosting, managed database, document storage, backups, monitoring and network usage	Estimated ₹10,000 per month (billed at actuals)
8	Sports	Sports infrastructure development	Development, renovation and upgradation of sports facilities.	To be estimated
9	Garden	Horticulture and landscape development	*Automated Sprinkler system *Recycled water for Garden *Landscape redesign	To be estimated
10	Residence	Mess	Kitchen modernisation	To be estimated

		Laundry	To set up a common washing area with washing machine for Resident	To be estimated
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NOTE:

- Please note that contributions can be accepted only from bank accounts in India held by resident donors. The College is unable to receive remittances from foreign accounts or foreign sources at present.
- All contributions are eligible for deduction under Section 80G of the Income-tax Act, 1961. An official receipt, together with the 80G certificate details, will be issued for every contribution.
- The bank details for making the contribution are provided below. Upon completion of the transfer, kindly share the payment confirmation/transaction receipt with the Bursar and the Principal, St. Stephen's College, to enable us to acknowledge your generous support and maintain the necessary records.

Bank Details for Payment

Name of Bank: State Bank of India (SBI) Branch: St. Stephen's College Branch Address: St. Stephen's College, Sudhir Bose Marg, Delhi – 110007	Account Name: St. Stephen's College Account Number: 36511724154 IFSC Code: SBIN0018949 Branch Code: 18949
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Warm regards,


Prof. Susan Elias

Principal

Email : principal@ststephens.edu

**PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007**



Dr. Benston John

Bursar

Email : bursar@ststephens.edu

**BURSAR
ST. STEPHEN'S COLLEGE
DELHI-110007**



St. Stephen's College
Delhi – 110007
India

20th July 2026

❖ Residence Washrooms Renovation

- Renovation of One Hostel Washroom Set (GF + FF)
- Estimated Cost: ₹14.30 Lakhs
- Civil Works: Wall & floor tiling, waterproofing, plaster repairs, and finishing works – ₹8.56 Lakhs
- Sanitary & Plumbing: Modern fixtures including 4 WCs, 4 Wash Basins, 4 Sensor Taps, 6 Pillar Taps, 4 Health Faucets, showers, and plumbing network – ₹2.66 Lakhs
- Aluminium Doors with Frames: ₹1.44 Lakhs
- Electrical Works: LED lighting, exhaust fans, wiring, switches, and accessories – ₹0.33 Lakhs
- 10% extra for any exigencies.

Sanitary & Plumbing Fixtures Schedule (For One Washroom Set – GF + FF)

S. No.	Item Description	Qty (GF + FF)	Suggested Make	Model / Code No.	Unit Rate (₹)	Amount (₹)
1	Wall Hung Water Closet with Soft Close Seat Cover	4 Nos.	Hindware	Enigma Wall Hung WC – Cat. No. 20069	6,815	27,260
			Jaquar (Alternative)	Continental Wall Hung WC – COT-WHT-35951	7,310	29,240
2	Counter Top Wash Basin	4 Nos.	Hindware	Vienne Basin – Cat. No. 10091	2,929	11,716
			Jaquar (Alternative)	Continental Basin – CNS-WHT-80701	14,040	56,160
3	Sensor Operated Basin Tap	4 Nos.	Jaquar	SNR-CHR-51051N	15,000	60,000
4	Pillar Cock	6 Nos.	Jaquar	Alive Series – ALI-CHR-85001	2,147	12,882
5	Health Faucet with 1.2 m Flexible Tube	4 Nos.	Jaquar	Allied Series – ALD-CHR-573	1,600	6,400
6	Automatic Soap Dispenser (Sensor Based)	2 Nos.	Jaquar	AQN-CHR-39053	4,500	9,000
7	Automatic Hand Dryer	2 Nos.	Jaquar	HDR-CHR-1200 High Speed Dryer	18,000	36,000
8	Automatic Air Freshener Dispenser	2 Nos.	Air Wick	Freshmatic Machine	1,200	2,400
9	Air Freshener Refill	4 Nos.	Air Wick	Freshmatic Refill (250 ml)	450	1,800
10	Wall Mixer 3-in-1 with Overhead Shower Arrangement	4 Nos.	Jaquar	Florentine FLR-CHR-5187	4,500	18,000
11	Overhead Shower (100 mm)	4 Nos.	Jaquar	OHS-CHR-1615	1,500	6,000
				Total Amount (GST Extra @ 18%)		₹2,37,882/-



Total Cost for Sanitary & Plumbing Fixtures (One Washroom Set – GF + FF): ₹2,37,882/- (GST Extra as Applicable).

Note: The enclosed estimate has been prepared for renovation of one typical hostel washroom. Since a total of 32 washrooms of similar layout and specifications are proposed to be renovated across the hostel blocks, the overall project cost has been worked out by multiplying the unit cost by 32. Accordingly, the estimated expenditure for renovation of all 32 washrooms is approximately ₹2.29 crore (excluding GST on sanitary fixtures) or ₹2.10 crore (including GST), subject to site conditions, final specifications, and prevailing market rates at the time of execution.

The estimate has been prepared for one washroom set comprising two units, with one unit located on the Ground Floor and the other on the First Floor. Each unit consists of 2 bathrooms and 2 WCs. Accordingly, for the proposed renovation of 16 similar washroom sets across various hostel blocks, the total project cost has been worked out as detailed below:

Hostel Block	No. of Washroom Sets
Allnutt South (Girls)	3
Rudra South (Girls)	2
Rudra North (Girls)	3
Allnutt North (Boys)	3
Mukherji West (Boys)	2
Mukherji East (Boys)	3
Total	16

Cost Calculation for 16 set of Washrooms

Description	Cost for 1 Washroom Set (GF + FF) (₹)	Cost for 16 Washroom Sets (₹)
Civil Works	8.56 Lakhs	1.37 Crore
Sanitary & Plumbing Fixtures (Jaquar or Equivalent)	2.38 Lakhs	38.06 Lakhs
Aluminium Doors with Frames	1.44 Lakhs	23.04 Lakhs
Electrical Works	0.33 Lakhs	5.28 Lakhs
For any exigencies	10 % of EC	10 % of EC
Total Estimated Cost	Approx. ₹14.30 Lakhs per Washroom Set	Approx. ₹2.29 Crore

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With warm regards



Prof. Susan Elias

Principal

Email : principal@ststephens.edu

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



Dr. Benston John

Bursar

Email : bursar@ststephens.edu

BURSAR

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