



## CRITERION 6 – Governance, Leadership and Management

### Key Indicator - 6.4 Financial Management and Resource Mobilization

#### 6.4.3 Institutional strategies for mobilization of funds and the optimal utilization of resources

Sr. No	Description	Remark
1.	Description of Fund Mobilization and optimal utilization of Resources	
2.	Policy for Fund Mobilization and Resource Utilization	
3.	Report on 'Effective utilization of resources'	
4.	Account/transactions details	



# **1. Description of Fund Mobilization and optimal utilization of Resources**



## CRITERION 6 – Governance, Leadership and Management

### Key Indicator - 6.4 Financial Management and Resource Mobilization

#### 6.4.3 Institutional strategies for mobilization of funds and the optimal utilization of resources

The Rajgad Dnyanpeeth's Shri Chhatrapati Shivajiraje College of Engineering is self financed unaided private institute. The prime source of income for institute is fees received from student, reimbursements of student scholarship by State Government, donations / grants (if any) , bank interest received and other miscellaneous income like Fine, Certificate Charges, Hostel Fine etc. The Institute Management has a well-defined procedure to monitor effective and efficient utilization of available resources for infrastructure development. As per policy, the institute utilizes available resources. Institute has well developed & equipped workshop through which funds can be generated by serving client demands. Requirements such as furniture, maintenance etc. of nearby schools, colleges and institutions are fulfilled through institute workshop itself. As per proposal, under the guidance of head of institute, workshops in charge in consult with store incharge prepares quotation and submit to client. After getting clearance from client, workshop in charge fulfills the requirement of client as per proposal. As per the quotation, client disburses the amount to institute. The store in charge verifies the workshop expenses periodically like expenditure on material, machines etc. workshop in charge submit the report of the same to store in charge.



## **2. Policy for Fund Mobilization and Resource Utilization**





Rajgad Dnyanpeeth's

**SHRI CHHATRAPATI SHIVAJIRAJE COLLEGE OF ENGINEERING**

Gat No. 237, Pune Bangalore Highway, Dhangawadi, Tal – Bhor, Dist- Pune (Maharashtra)

## **Policy for Fund Mobilization and Resource Utilization**

The institute has mechanism to monitor effective use of funds received from various sources via Fees, Scholarships, and Techfest etc.

The following procedure is adopted for utilization of resources:

### **A. Planning:**

The Head of Department calls department meeting to finalize annual budget. The individual faculties are invited to propose requirements with supporting documents.

### **B. Budget Formulation:**

- Annual Budget of department is prepared and forwarded to by all HOD's to Principal for his/her consent.
- The principal review budget of all departments and asked Administrative Office to prepare consolidated budget of institution and then forwarded to management committee for its final approval.

### **C. Allocation:**

- The management coordination committee reviews proposed budget as per necessity of proposed expanses.
- If there is no incongruity then budget is sectioned and funds are released.

### **D. Expenses:**

- Funds are utilized for development of labs, procurement of books, National/International journals, Staff salary, development and maintenance activities.
- In case any additional funds are required for planned activities like attending seminar/ workshop / conferences/technical competitions then concerned faculty has to prepare a note stating the details of importance with supporting documents.



- In exceptional cases, the concern faculty may require to give presentation to authorities before sanctioning funds as per the requirements.
- The concerned person is instructed to produce detailed report for the utilization of funds.
- Therefore, the note is forwarded to Principal through HOD for considerations and approval by Principal.
- Looking to importance of requirement; Principal forward note to management for its final approval.
- Once the approval is received from management, Principal directs HOD for utilization of requested funds.

**E. Audit:**

- The Account Section of Administrative Office verifies the expanses carried out under various institutional / Departmental activities from supporting documents and give their remarks for final settlement of account.
- Internal & External audits are carried out by CA at regular intervals to ensure a proper utilization of funds as per their allocation.

The policy for fund Mobilization and optimal utilization of resources for RDTC, SCSCOE, Dhangwadi is approved by Management of SCSCOE, Dhangwadi, Pune.



### **3. Report on ‘Effective utilization of resources’**







राजगड ज्ञानपीठ भोर संचालित

# ज्ञानांकूर इंग्लिश मिडियम स्कूल

सौ. अर्चना मोरे  
प्राचार्या

डॉ. (सौ.) भाग्यश्री पाटील  
मानद सचिव

संग्रामदादा थोपटे आमदार  
कार्याध्यक्ष

अनंतराव थोपटे  
माजी शिक्षण मंत्री  
संस्थापक - अध्यक्ष

सर्व्हे नं. ३२/२/१२ ते १६/३, धनकवडी पोस्ट ऑफिस समोर, टेलिफोन एक्स्चेंज शेजारी धनकवडी, पुणे-४११ ०४३ दूरध्वनी: (२०२) २४३६५३०६  
Email: rddemspdune@gmail.com

दि. २०.०३.२०२३

प्रती,

मा. प्राचार्य,  
श्री. छ. शिवाजीराजे कॉलेज ऑफ इंजि.  
धांगवडी. ता. भोर,  
जि. पुणे.

विषय: महाविद्यालयासाठी आवश्यक असणारे साहित्य मिळणेबाबत.....

मा. महोदय,

वरील विपयांस अनुसरून आपल्या राजगड ज्ञानपीठ मधिल अनंत निर्मल ग्लोबल स्कूल, येथे खालिल शैक्षणिक साहित्यांची गरज असून, आपल्या वर्कशॉप मधून साहित्य वनवून मिळावे. या शैक्षणिक साहित्यांचा तपशिल खालिल प्रमाणे.

अ.क.	तपशिल	नग
१	बेंच	६०
२	ऑफिस टेवल	१०
३	स्टूल	२५
४	शु रॅक	०५

तरी वरील तपशिल प्रमाणे शैक्षणिक साहित्य वनवून मिळावे ही विनंती,

कळावे,



10% Incharge  
for necessary action  
20/3/23

  
प्राचार्य,





Rajgad Dnyanpeeth's

# Shri Chhatrapati Shivajiraje College of Engineering

Approved by AICTE, New Delhi, Recognized by Govt. of Maharashtra & DTE, Mumbai, and Affiliated to Savitribai Phule Pune University, Pune (ID. PU/PN/Engg./376/2009), DTE CODE: EN6324.



Since - 1972

**Anantrao Thopte**  
Founder President, Ex. Edu. Minister

**Sangram Thopte**  
MLA, Executive President

**Sau. Swarupa S. Thopte**  
Hon. Secretary

**Dr. S. B. Patil**  
Principal

दि. २४.०३.२०२३

प्रती,

मा. प्राचार्य,

ज्ञानांकुर इंग्लिश मिडीयम स्कूल, पुणे  
जि. पुणे.

विषयः शैक्षणिक साहित्यांसाठी होण-या खर्चावावत.....


मा. महोदय,

सदर मिळालेल्या पत्रांनुसार आपल्या राजगड ज्ञानपीठ मधिल अनंत निर्मल ग्लोबल स्कूल, येथे ज्या शैक्षणिक साहित्यांची गरज आहे, ते साहित्य वर्कशॉप मधून वनवण्यासाठी येणा-या खर्चाचा तपशिल खालिल प्रमाणे देत आहोत.

अ.क.	तपशिल	नग	दर	खर्च
१	वेंच	६०	५२००.००	३१२०००.००
२	ऑफिस टेवल	१०	७५००.००	७५०००.००
३	स्टुल	२५	२६५०.००	६६२५०.००
४	शु रॅक	०५	१२००.००	६०००.००
एकूण रक्कम				४५९२५०.००

आपल्या मागणीनुसार शैक्षणिक साहित्य वनवण्यासाठी येणारा खर्च वरील प्रमाणे.

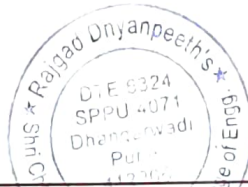
कळावे,

  
वर्कशॉप इनचार्ज

  
प्राचार्य

Principal

Rajgad Dnyanpeeth's  
Shri Chhatrapati Shivajiraje College of Engg.,  
Dhangawadi, Pune-412 205





राजगड ज्ञानपीठ भोर संचालित

# ज्ञानांकूर इंग्लिश मिडियम स्कूल

सौ. अर्चना मोरे  
प्राचार्या

डॉ.(सौ.) भाग्यश्री पाटील  
मानद सचिव

संग्रामदादा थोपटे आमदार  
कार्याध्यक्ष

अनंतराव थोपटे  
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सर्व्हे नं.३२/२/१२ ते १६/३, धनकवडी पोस्ट ऑफिस समोर, टेलिफोन एक्सचेंज शेजारी धनकवडी, पुणे-४११ ०४३ दूरध्वनी: (२०२)२४३६५३०६  
Email : rddemspune@gmail.com

दि. २९.०३.२०२३

प्रती,

मा. प्राचार्य,

श्री. छ. शिवाजीराजे कॉलेज ऑफ इंजि.

धांगवडी. ता. भोर,

जि. पुणे.

विषय: साहित्य वनवण्यासाठी येणा-या खर्चास मंजुरीवावत.....

मा. महोदय,

वरील विषयांस अनुसरून आपल्या मिळालेल्या दर पत्रकांनुसार आमच्या महाविद्यालयास लागणारे शैक्षणिक साहित्य जुलै. अखेर पर्यंत बनवून मिळावे ही विनंती.

कळावे.



top Incharge  
Kindly do the needful  
@hp  
29/3/23

*(Signature)*  
प्राचार्य



Rajgad Dnyanpeeth's

# Shri Chhatrapati Shivajiraje College of Engineering

Approved by AICTE, New Delhi, Recognized by Govt. of Maharashtra & DTE, Mumbai, and Affiliated to Savitribai Phule Pune University, Pune (ID. PU/PN/Engg./376/2009), DTE CODE: EN6324.



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दि. १२.०६.२०२३

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ज्ञानांकुर इंग्लिश मिडीयम स्कुल, पुणे  
जि. पुणे.

विषय: शैक्षणिक साहित्यांची पुर्ततेवावत.....


मा. महोदय,


वरील विषयास अनुसरून आपल्या मागणी नुसार खालिल नमुद तपशिलाप्रमाणे शैक्षणिक साहित्यांची पुर्तता करित आहोत.

अ.क.	तपशिल	नग	दर	खर्च
१	बेंच	६०	५२००.००	३१२०००.००
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एकूण रक्कम				४५९२५०.००

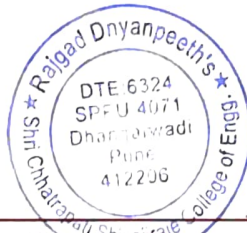
सवव आपल्या मागणीनुसार सर्व शैक्षणिक साहित्यांची खात्री करून विलाची पुर्तता लवकरात लवकर करावी.

कळावे,

  
वर्कशिप इनचार्ज

  
प्राचार्य १२/६/२०२३  
Principal

Rajgad Dnyanpeeth's  
Shri Chhatrapati Shivajiraje College of Engg.,  
Dhangawadi, Pune-412 205





राजगड ज्ञानपीठ भोर संचालित

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सौ. अर्चना मोरे  
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मानद सचिव

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Email : rddemsdpune@gmail.com

## Material Purchase Order

To,

The Principal  
Shri Chh. Shivajiraje C.O.E.  
Dhangawadi, Borh  
Dist-Pune

RDTC/ANGS/P.O./ 2021-22  
Po. No. 2022-2023/5  
Date: 03.04.2023  
Ref. Your Letter.

Dear Sir,

With reference to your quotation referred above we are pleased to place our firm order for supply of particular of following detailed description.

Sr.No.	Description	Qty	Rate	Amount
1	Benchs	60	5200.00	312000.00
2	Office Table	10	7500.00	75000.00
3	Stool	25	2650.00	66250.00
4	Shoe Rack	05	1200.00	6000.00
<b>Total Amount</b>				<b>4,59,250.00</b>

### TERMS & CONDITION:

**Payment:** Against Delivery.

**Taxes:** Inclusive in total amount.

**Packing / Forwarding:** Nil.

**Transport:** Nil.



*None*

(Principal)

## 4. Account/transactions details





Shri Chhatrapati Shivajiraje College of Engineering - (From 1-Apr-2021) - (From 1-Apr-2022)

S No 237, Off NH04, Pune - Benglore Highway

A/P - Dhangawadi,

Tal - Bhor, Dist - Pune

E-Mail scscoe@gmail.com



### Receipt Voucher

No. : 28

Dated 12 Jun 2023

Particulars

Amount

Account :

Fund Mobilization & Resources Utilization

4,59,250.00

Through :

Cash

On Account of :

Being amount received agst Supply of Furniture to  
Dnyanankur English Medium School Pune

Amount (in words) :

INR Four Lakh Fifty Nine Thousand Two Hundred Fifty  
Only

₹ 4,59,250.00

Authorised Signatory

**Principal**

Rajgad Dnyanpeeth's

Shri Chhatrapati Shivajiraje College of Engg.,

Dhangawadi, Pune-412 205