St. XAVIER'S
CATHOLIC COLLEGE OF ENGINEERING
(Autonomous)
Chunkankadai, Nagercoil - 629003
Kanyakumari District, Tamil Nadu

Approved by AICTE & Affiliated to Anna University, Chennai
Accredited with 'A' Grade by NAAC
UG Programs(ECE, EEE, Mech, Civil, CSE & IT) Accredited by NBA
Anna University Recognized Research Institute
Recognized under section 2(f) & 12(B) of UGC Act, 1956
UG Programs(ECE, EEE, Mech, Civil, CSE & IT),
MBA & MCA Programs Permanently Affiliated

SXCCE/CIR/PUR/02/2025 06.11.2025

CIRCULAR

Sub: SXCCE – Purchase Committee Meeting – Intimation – Reg.

A meeting of the **Purchase Committee** is scheduled to be held on **13th November 2025 (Thursday) at 3:00 p.m.** in the **Board Room**.

Agenda:

1. Confirmation of minutes of the previous meeting and review of action taken.
2. Status of equipment purchase, service, and maintenance during the **Odd Semester 2025–2026**.
3. Summary of expenditure for the **Academic Year 2025–2026**.
4. Any other matter with the permission of the Chair.

All members of the committee are kindly requested to make it convenient to attend the meeting on time.

PRINCIPAL

To
Members
Copy To
Rev. Fr. Correspondent
The Bursar

7/11/25
HOD-Mech.

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Purchase Committee Review Meeting – Attendance # 08

Date : 13/11/2025

Time : 3.00 p.m. - 4.25 pm

Venue : Board Room

Sl. No.	Name	Signature
1.	**Rev. Fr. S. Godwin Selva Justus** Correspondent	13/11/2025
2.	**Rev. Fr. R. Xavier Raj** Financial Administrator	13/11/25.
3.	**Mr. Vincent D.** Purchase Committee Convener	
4.	**Mr. Arul Dhas V.M.** Audit Committee Convener	13/11/25
5.	**Dr. J. Maheswaran** Principal	13-11-25
6.	**Dr. G. Antony Miraculas** HoD / MECH	13/11/25
7.	**Dr. S. Caroline** HoD/ ECE	13/11/25
8.	**Mr. P. T. Justin Thiraviyam** Office Superintendent	
9.	Dr. V. Christus Jeya Singh. Vice Principal.	13/11/25

Purchase Committee Meeting Minutes

Summary of Minutes of Previous Meeting

The Purchase Committee meeting reviewed the status of equipment purchase, service, and maintenance across departments for the EVEN semester 2024–2025. Major items discussed included laboratory equipment, computers, consumables, and maintenance works for each department.

- Total expenditure incurred during the EVEN semester amounted to Rs 1,16,90,343, with all major procurement activities completed as per departmental needs.

Purchases made during Even semester 2024-'25 from AI&DS, CE, EEE, CSE, ECE, IT, Mech, MCA, MBA were presented on 20/05/2025.	
Equipment	Rs. 49,82,013
Consumables	Rs. 2,72,190
Repair & Maintenance	Rs. 4,33,973
Office of the CoE (Remuneration, Provisional Degree Fee to AU, Exam Software Annual Fee)	Rs. 21,64,481
Library	Rs. 30.26,525
Central Office (Printing, Stationery, Uniform)	Rs. 8,11,161
Training & Placement (Drives + Training)	Rs. 8,10,000
Total Expenditure (Even)	Rs. 1,16,90,343

- Reports were presented on the budget utilization for ODD and EVEN semesters 2024–2025, indicating satisfactory fund usage within allotted limits across departments such as COE, Laboratories, Research, Maintenance, Library, and Training & Placement.
- The total budget utilized during the year was within the approved allocation.
- The budget proposal for the academic year 2025–2026 was submitted and approved for a total of Rs. 4,41,41,697, distributed among all departments and central offices.
- No major deviations or compliance issues were reported in procurement or expenditure processes.

Action Taken Report

Following the previous meeting:

- Departmental purchases and maintenance works (including computer systems, lab kits, air conditioners, UPS, and consumables) were completed and verified.
- Pending orders (notably in CSE, MCA, and AI&DS) were processed, with procurement actions initiated through the administrative office.
- Repair and servicing tasks across departments such as Mechanical, Electrical, and ECE were completed successfully.
- Departments submitted their new budget proposals for 2025–2026, which were reviewed and consolidated for final approval.

Summary of Purchases made during Odd semester 2025-'26

Purchases made during Odd semester 2025-'26	
Equipment	₹ 76,65,331
Consumables	₹ 204,200
Repair & Maintenance	₹ 334,837
Office of the CoE (Remuneration, Provisional Degree Fee to AU, Exam Software Annual Fee)	₹ 4,90,270
Library	₹ 1,49,400
Central Office (Printing, Stationery)	₹ 6,80,664
Training & Placement (Drives + Training)	₹ 6,06,645
Total Expenditure (Odd)	**₹ 1,01,31,347**

Status of equipment purchase, service, and maintenance during the **Odd Semester 2025–2026**.

Lab Equipment:

Summary of Amount Utilized in Lab Equipment (Department-wise)

Department	Category	Major Items / Description	Total (Rs)	Status
AI & DS	Equipment	Projector, cables, mounts	75,010	Completed
MBA	Equipment	Desktop Computers (3 nos.)	1,49,400	Completed
MCA	Equipment & Networking	15 Desktops, Wi-Fi, Switches, UPS, AC	17,33,657	Completed
CSE	Equipment	Computers, RAM, NVME, UPS, AC, Interactive Panel	25,45,448	Partially completed
Civil	Equipment	Sieve sets, Beam moulds, Specific gravity flask, Structural items	1,36,000	In process
IT	Equipment	GPU system, Printer, Scanner, Switch	57,960 3,36,000 (Research)	Completed
Mechanical	Equipment	Heat treatment apparatus, Dynamics lab kits	7,85,482 Research (Rs. 3,47,000)	Initiated/Completed
ECE	Equipment	UPS Batteries, Embedded kits, Computers, DSO	14,10,458	Mostly completed
H&S (Physics)	Equipment	Optical & thermal experiment kits	19,516	Completed

Department	Lab Name	Item	Description	Qty.	Cost Per Unit (Rs.)	Total Cost (Rs.)	Work Completed (Yes / No)
AI&DS	AI & DS Lab	Epson EB- E01 Projector , power cable, HDMI cable, ceiling mound stand	EB- E01 Projector	01	31,010	31,010	Yes
		Drone	Drone	02	22000	44,000	yes
MBA	MBA Lab	Desktop Computer	Lenovo i5 13th /16GB RAM/512 GB SSD/21.5" Monitor/Keyboard Mouse.	03	49,800	1,49,400	Yes
MCA	MCA Lab	Desktop Computer	i7 , 16 GB RAM, 512 GB SSD, 21.5" LED Monitor, Keyboard and Mouse	15	64,900	9,73,500	Yes
		Wi-Fi	D-Link DAP-X2810 Wireless Ax 1800 Wi-Fi Dual Band POE Access Point	02	12,862	25,724	Yes
		Ethernet switch	D-Link DGS-1210-28 24-GIGABIT T Base +4 SFP 5w	4	11,000	44,000	Yes
		Wall mount Rack	D-link NWR-12u Rack With Accessories	1	7,500	7,500	Yes
		Network Cable	CAT6 UTP Cable,305 meter	4 Box	8,000	32,000	Yes
		Network Connector	D-Link RJ45	2 Box	350	700	Yes
		Projector	Epson EB-E01 LED Projector power Cable(10m),HDMI Cable(10m)Ceiling Mound Stand	2	31,010	62,020	Yes
		Projector Screen	6x4 Wall mount Insta lock screen	2	3,400	6,800	Yes
		Fiber Optic Cable	D-link 6 core Single mode optic Fibre Cable	125 mtr	33(1mtr)	4,125	Yes
			D link Pig tail Sc Sm simplex length 1 mtr	12 mtr	150(1mtr)	1,800	Yes
			D-link DMC –SM GIGA MEDIA Converter	2	4,150	8,300	Yes
		UPS	15 KVA240 VDC UPS 3 PH with Exide 12 V 42 AH NXT Plus Batteries(20nos)and stand	1	3,39,188	3,39,188	Yes
		AC	2 Ton	3	76,000	2,28,000	Yes
CSE	Innovative Computing Lab (Lab3)	Computers	Core i7-13th Gen / 16GB RAM / 512GB NVME, KB, Mouse, 21.5" Monitor	25	64,900	16,22,500	Yes
		DDR IV RAM	Crucial 16GB	35	3275	1,14,625	Yes
		NVME M.2	Crucial 480GB	35	2875	1,00,625	Yes
	Classrooms	Access Points	D-Link DAP X2810	4	12,862	51,448	Yes
	Programming Lab (Lab1)	Ether Switch	D-Link DGS 1210-28	1	11,000	11,000	Yes
	Information Systems Lab (Lab2)	Printer	Epson M200	1	15,250	15,250	Yes
	Lab 1 & 2	UPS with Battery	10KVA with 16 Nos. of 12V/ 65AH Battery	1	1,50,000	1,50,000	Waiting for Purchase

							Committee Approval
	All Labs	Air Conditioner	2 TON Split	6	55,000	3,30,000	Process Under our College Electrical Team
	Class room	Interactive Panel	86 Inch 4k UHD Interactive Panel / OPS & 4k AF Webcam	1	1,50,000	1,50,000	Process Under our College Verification Team
Civil	Concrete and Highway Engineering Lab	Sieve set	(IS sieve 40mm, 31.5mm, 25mm, 20mm, 16mm, 12.5mm, 10mm & 6.3mm, 2.36mm and 90 micron)	1	8,000.00	8,000	
		Sieve set	Coarse aggregate set	1	10,000.00	10,000	
		Beam mould	Dimensions: 100 mm x 100 mm x 500mm	2	4000.00	8000	
		Specific Gravity Flask (Le Chatelier)	The neck is graduated from 18 to 24ml in 0.1ml	5	1000.00	5000	In process
	Structural lab	Simply supports	High grade steel	2	16,000	32,000	In process
		Cutting Machine		1	5,000	5,000	
	Dept Components	Board Works, Projector & Printer		1	70000	70,000	Yes
H&S	Physics Lab	Cardboard	Round 10 cm Dia	6 nos	6	36	Yes
		Newton's Ring lens	Convex lens	10 nos	50	500	Yes
		Graduated burette	Borosilicate	3 nos	195	585	Yes
		Capillary Tube	30 cm length	5 nos	45	225	Yes
		Optical Fibre Cable Only	Numerical Aperture Kit experiment	(½ meter) 2 nos	2500	5,000	Yes
		Laser Grating	2500 lines/inch - PICO	2 nos	2500	5,000	Yes
		Heating Mantle only	Band Gap Semiconductor kit	1 no	2500	2,500	Yes
		Lee's Disc apparatus		1 no	5670	5,670	Yes
IT	IT lab	GPU system	P3 Tower work station, core i9 processor, 32 GB RAM, NVIDIA 24 GB GC, 512 SSD, 27" Monitor (Research)	1	336000	3,36,000	Yes
		Ether Switch	D-Link 1210-28	1	10900	10,900	Yes
		Printer	HP LaserJet Pro 4004DN	1	24360	24,360	Yes
		Scanner	HP ScanJet Pro 2600F1	1	22700	22,700	Yes
	Metallurgy and manufacturing lab	Equipment purchase	Heat treatment apparatus, Optical Microscope, Viker hardnes tester & Sample grinding and polishing machine	1	5,90,982	5,90,982	Initiated

ME		Jominy End Quench Apparatus (Research)	Heat treatment of the given sample	1	3,47,000	3,47,000	
	Engineering Mechanics lab	Force Polygon Experiment: Equilibrium of Forces Experiment Parallel Force Beam Setup, Moment & Lever Apparatus, Center of Gravity Apparatus, Moment of Inertia Demonstration:	Verification of polygon law of forces Support reactions in beams Verification of moment laws CG of regular & composite shapes MOI of bars/plates using simple experimental setup	1	186000	1,86,000	Initiated
	Dynamics Lab	CAM Analyzer,	Digital	1	78500	2,00,500	Yes
		Critical Speed of Shaft,	Digital	1	44500		
		Mass Moment of Inertia of Flywheel axle system,	Digital data Logger	1	36000		
		Un-damped Spring Mass System.	Digital Data Logger	1	41500		
ECE	EMBEDDED LAB	UPS Batteries	12v 65AH SMF	2	4777	9,554	Yes
		UPS Batteries	NXT PLUS 42AH	20	4821	61,800	Yes
		Computer SMPS	P/N: 54Y8933	3	6700	20,100	Initiated
		Embedded kit	ARM7 LPC2148 Kit	3	21800	65,400	
		Computer	Intel i7 12Gen	10	70000	7,00,000	
	MICRO WAVE LAB	DSO	100MHz	8	35,000/-	2,80,000	Yes
		BNC-cable	BNC-Crocodile	16	300/-	4800	In process
	VLSI LAB	Printer	Laser	01	18000	18,000.00	Yes
		SMPS	Model-HK280-72PP	05	6,000.00	30,000.00	In process
		Battery	12V,42Ah	20	4,800.00	96,000.00	Yes
		Battery	12V,65Ah	02	6,272.00	12,544.00	Yes
		Mother Board	-	5	9,000.00	45,000.00	No
	PG LAB	Spirometer	RMS Helios401	1	67260	67260	Yes
EEE	Electrical Machines Lab	Celling Fans	52-inch ceiling fans.	12	3,000.00	36,000.00	Process
		Cupboard	Bricks with Glass door 10ft X 10ft	1	15,000.00	15,000.00	Process
		Panel Board Indicator	230V, Round Model	20	2000.00	2,000.00	Process
		Fuse Wire	500 gm	1	1000.00	1,000.00	Process
		Soldering Lead	250 gm	1	700.00	700.00	Process

Repairs & Maintenance

Repair & Maintenance Summary (All Departments)

Department	Description	Total (Rs)	Status
Civil	Calibration and repair of pumps, turbines, hardness machines	₹ 1,85,000	Completed
Mechanical	Calibration of Metrology & Measurement, Dynamics	₹ 59,162	Completed
ECE	Maintenance of Microprocessor, Microcontroller, VLSI Lab AC	₹ 46,950	Completed
IT	General maintenance of lab systems	₹ 13,800	Completed
EEE	Machines lab calibration	₹ 36,875	Completed

Department	Lab Name	Item	Description	Qty.	Cost Per Unit (Rs.)	Total Cost (Rs.)	Work Completed (Yes / No)
Civil	Fluid Mechanics Lab	Orifice meter, Venturi meter, Friction factor apparatus, Centrifugal pump, Pelton wheel Francis turbine, Kaplan turbine, Turgo impulse turbine, Reciprocating pump, Rotameter Submersible pump, Jet pump, Gear pump	Maintenance work and calibration (gauge)	1	98,200	95,764	Yes
	Strength of Material Lab	Equipment Repair and Maintenance	Calibration of compression testing machine including oil seal and calibration Torsion testing machine calibration only Rockwell hardness testing machine, service and calibration, 1/16 ball diameter, diamond indenter Brinell hardness testing machine, service & calibration 2.5 mm ball indenter Spring testing machine calibration only	1	29,736.00	29,736.00	Yes (maintenance was done)
	Structural lab	Hydraulic Jack	Periodical maintenance and calibration	2	-	7,500	
		Hydraulic Pump	Periodical maintenance and calibration	2	-	7,500	
		Digital Data Acquisition System	Periodical maintenance and calibration	1	45000	45,000	
MECH	Metrology & Measurement Lab	Temperature measurement, LVDT, Torque measurement, Vibration measurement, Profile projector, Auto Colimator	Maintenance and calibration	1	42,362	42,362	Yes
	Engineering Practices lab	Consumables	Brush, welding gloves, glass cutter, welding glass	-	-	8,000	Yes
	Dynamics Lab	Whirling of Shaft	Maintenance for Motor and Control panel	1	8800	8,800	Yes
ECE	EMBEDDED	Computer	-	2	1500	3,000	

	LAB	Monitor					Yes
	MICROPROCESSOR LAB	Microprocessor-8086	Maintenance			7,000	Yes
		Microcontroller - 8051	Maintenance			10,000.00	Yes
	MICROWAVE LAB	Klystron Power supply	-	-	-	2,000.00	Yes
		VSWR Meter	-	-	-	3,000.00	Yes
		CRO	-	-	-	3,000.00	Yes
	VLSI Lab	AC (2Ton X 4)	Maintenance	-	-	12,000.00	Yes
EEE	Machines lab	Calibration	Meters	12	-	36,875.00	Yes

Lab Consumables

Department	Lab Name	Item	Description	Qty.	Cost Per Unit (Rs.)	Total Cost (Rs.)	Work Completed (Yes / No)
Civil	Environmental Engineering Lab	Dropper		5	50	250	yes
		Gloves		5	80	400	Yes
		Chemical		-	12000	12,000	Yes
		Distilled water		7	300	2,100	Yes
		Test Tube		5	250	1,250	No
		Beaker	1000ml, 500ml, 200ml	4, 5, 5	300, 150, 100	2,450	No
	Concrete and Highway Engineering Lab (Consumable items)	Soap	-	5 nos	60.00	21,350	In process
		Washing powder	-	1kgs	100.00		
		Kerosene	-	5 liter	100.00		
		Core cutter blade	-	1	12,000.00		
		River sand	-	5 bag	150.00		
		Brick	-	20	20.00		
		Banian waste	-	5 kg	150.00		
		iron pan	-	3	250.00		
		shovel	-	1	1200.00		
		Super Plasticier	-	1 lit.	1000.00		
		Trowel (big)	-	2 nos	250.00		
		Trowel (medium)	-	2 nos	125.00		
		12mm metal	-	20 Cft	60.00		
		Cement		5 Bag	320.00		
	Plumbing Lab	Cotton waste Soap Waste oil				38,160	In process
MECH	Engineering Practices lab	Consumables	Brush, welding gloves, glass cutter, welding glass	-	-	8,000	Yes
	Thermal Lab	Petrol	Johnsley Mosses Petroleum 21/04/2025 RRN-547924431894	5 Litres (app.)	100	500	Yes
		GI Pipe Fittings	Chokalinga Nadar & Co 12/05/2025 K-2526-2957	1	422	422	Yes
		Petrol	20/07/2025 240738025G300553	20 Litres	103	2,060	Yes

		Diesel	28/07/2025 JUL-1680-DUPLT	20 Litres	93	1,860	Yes
ECE	PG LAB	Battery and other consumables	12V,1.3AH/20HR	2	450 46000	46,950	Yes
H&S	Chemistry	Acids, salt & other consumables	-	1	68898	68,898	Yes

Office Stationeries

S.No	Item	Date	Amount (Rs.)	Supplier / Printer
1	Student record (All Dept)	29.04.25	58,137	CM Printers
2	Prospectus (All Dept)	06.05.25	45,000	CM Printers
3	Hand book (All Dept)	17.06.25	61,875	CM Printers
4	Xerox machine	17.06.25	1,26,000	Friends Graftix
5	A4 Paper	17.06.25	15,400	MBA Paper Mart
6	Flash ID card	17.07.25	78,892	Flash ID
7	Epson Printer	26.07.25	19,500	Ripple Solutions
8	Printing Items	26.07.25	7,000	Thedal
9	A4 Paper	22.08.25	15,700	MBA Paper Mart
10	Lab Manual (Phy, Chemistry)	22.08.25	50,160	CM Printers
11	Letter Pad Principal	25.09.25	3,800	Thedal
12	Computer (A)	06.10.25	1,99,200	ACT Automation

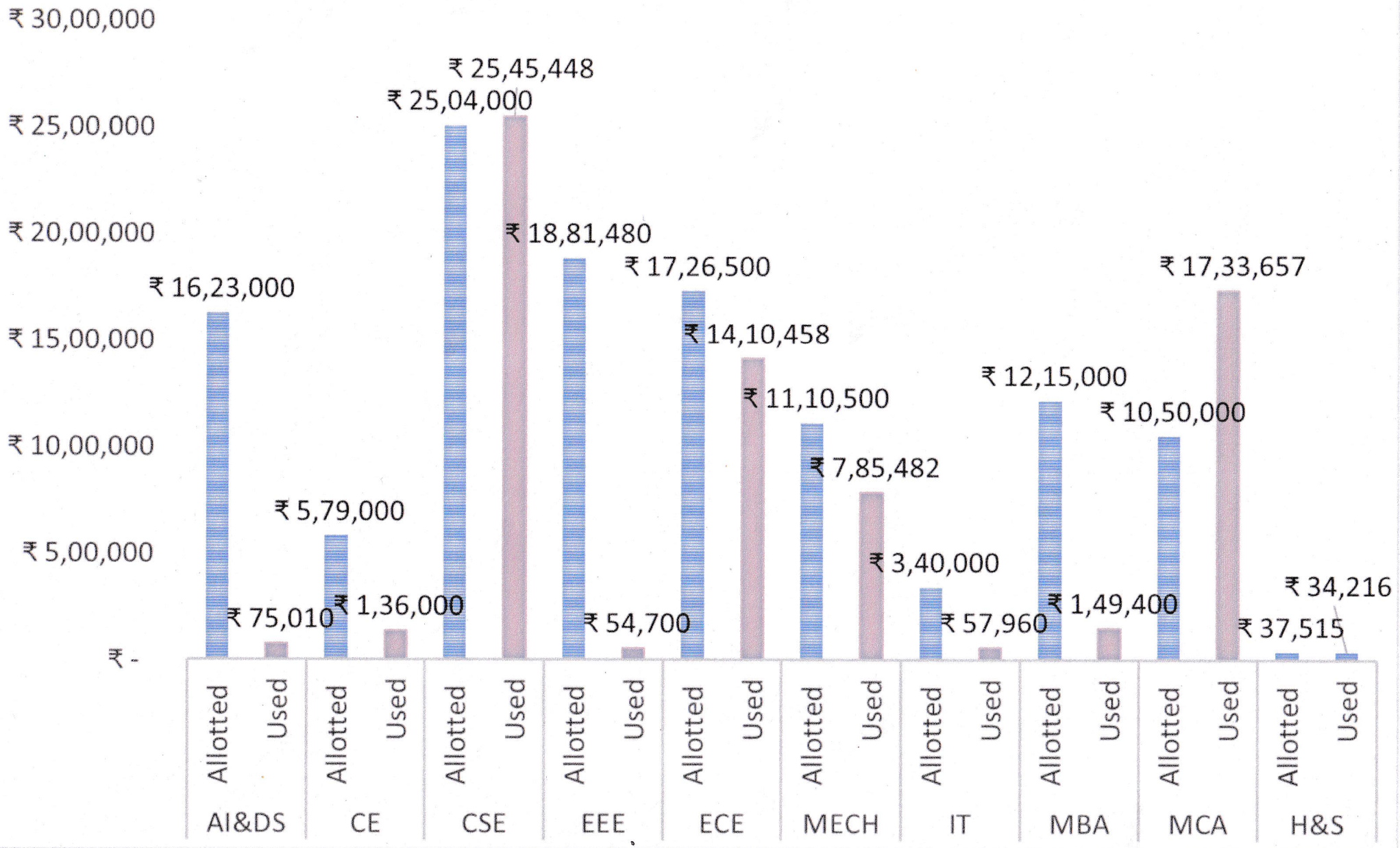
Library

Sl. No	Name of the Lab	Description of Items	Specification	Quantity	Approx. Cost / unit (Rs.)	Approx. Total Cost (Rs)	Whether Purchased (Yes / No)	If No, specify the reason
1	Digital Library	Computer	Lenove i5	03	49,800	1,49,400	Yes	-

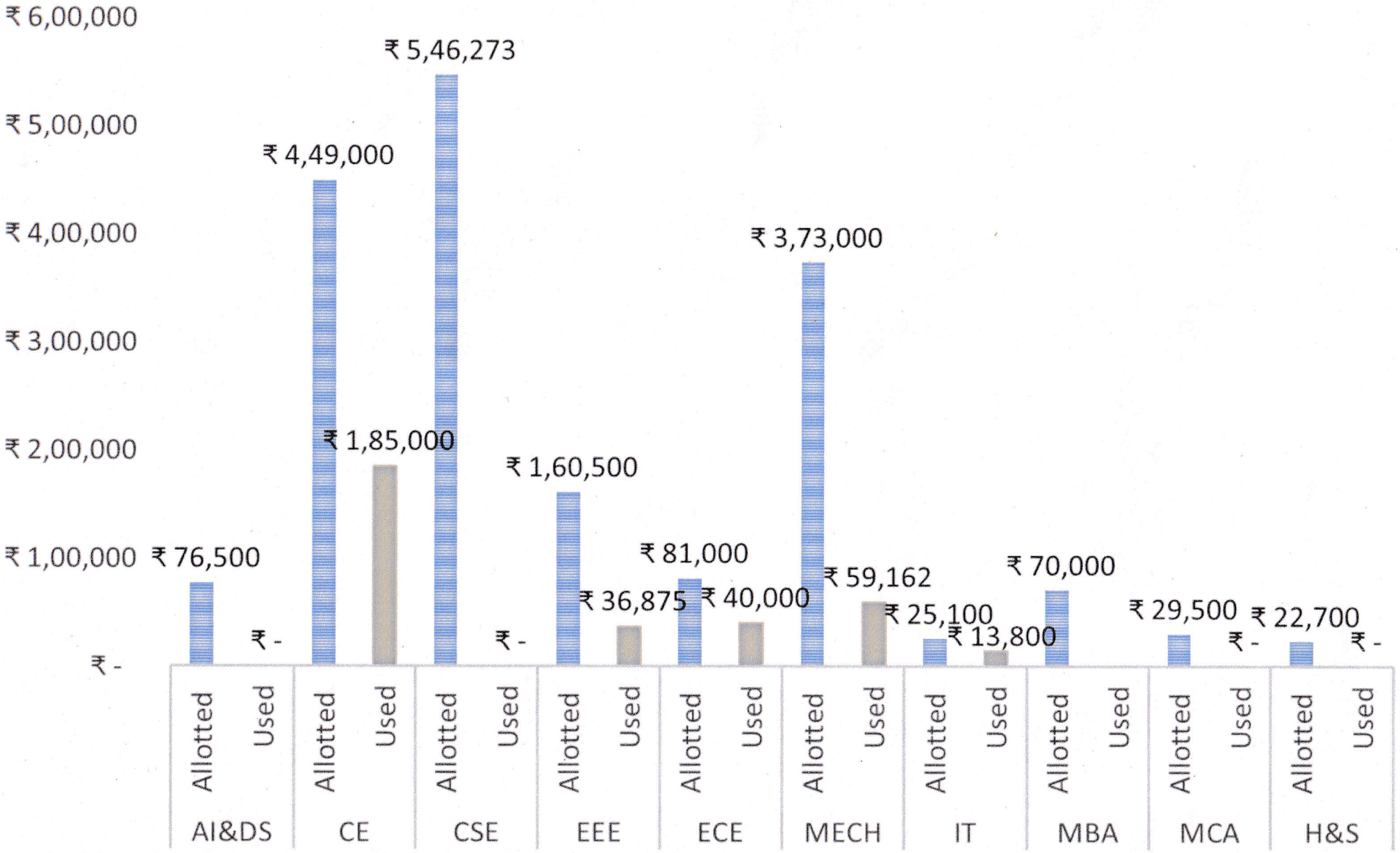
Placement Cell:

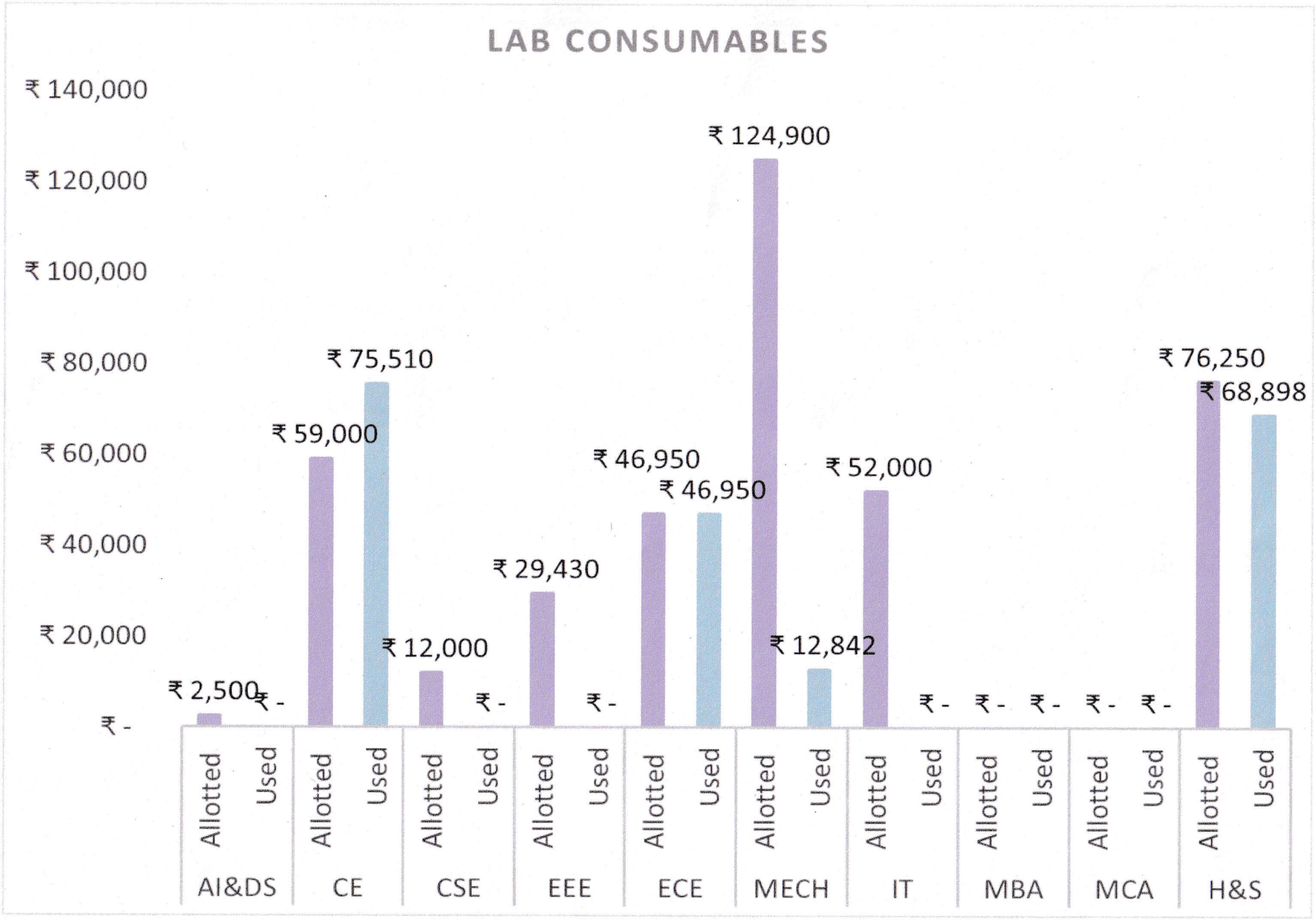
Training	Rs. 185000
Placement	Rs. 421645

LAB EQUIPMENT



REPAIRS & MAINTENANCE




LAB CONSUMABLES
₹ 140,000
₹ 120,000
₹ 100,000
₹ 80,000
₹ 60,000
₹ 40,000
₹ 20,000
₹ -
₹ 2,500
₹ -
₹ 59,000
₹ 75,510
₹ 12,000
₹ -
₹ 29,430
₹ -
₹ 46,950
₹ 46,950
₹ 124,900
₹ 12,842
₹ 52,000
₹ -
₹ -
₹ -
₹ -
₹ -
₹ 76,250
₹ 68,898
Allotted
Used
AI&DS
CE
CSE
EEE
ECE
MECH
IT
MBA
MCA
H&S


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Controller of Examination office

Sl. No.	Item Purchased	Amount (Rs)	Remarks / Purpose
1	Internet Subscription	40,000	Annual internet service for exam-related work
2	Enova Software	3,97,571	Examination management and automation software
3	Mobile Prepaid	1,499	Official communication expenses
4	Cartridge Refill – Kyocera	3,600	Printer cartridge refilling for office use
5	A4 Size Paper	47,600	Stationery for printing and documentation
Total		**4,90,270**	**Total expenditure for 2025–2026**

Rev. Fr. S. Godwin Selva Justus
(Correspondent)

Rev.Fr. R. Xavier Raj
(Financial Administrator)

Mr. Arul Dhas A.M.
(Audit Committee Convener)

Mr. Vincent D.
(Purchase Committee Convener}

Dr. J. Maheswaran
(Principal)

Dr G. Antony Miraculas
(HoD / MECH)

Dr. S. Caroline
(HoD/ ECE)

Mr. P. T.Justin Thiraviyam
(Office Superintendent)