



**SRI VENKATESWARA COLLEGE OF ENGINEERING (AUTONOMOUS),  
PENNALUR, SRIPERUMBUDUR TALUK - 602 117, TAMIL NADU.**

**Policy on Disability Resource Centre**

(Revisited and approved for continuation in the governing council meeting held on 31.12.2021)

**Statement:**

The Disability Resource Centre will act as a facilitation centre for the institution with respect to satisfying the needs of students and staff with disabilities in compliance with guidelines provided by the authorities.

**Objectives:**

- To provide necessary infrastructure and facilities in compliance with guidelines, that would make the life of differently-abled students and staff in the institution.
- To identify processes to promote a conducive environment for Teaching-Learning for differently-abled students and staff.

**Provision:**

- To provide counselling to differently - abled students on the types of courses they could study at the higher education institutions.
- To ensure admission of as many differently-abled students as possible through the open quota and also through the reservation meant for them.
- To gather orders dealing with fee concessions, examination procedures, reservation, policies, etc., pertaining to differently-abled persons.
- To assess the educational needs of differently abled persons enrolled in the higher education institutes to determine the types of assistive devices to be procured.
- Classrooms will be scheduled such a way that they are easily accessible to physically challenged students.
- Toilets will be designed to be disabled friendly.
- Attender will be arranged to bring breakfast/lunch from canteen, if needed.
- Ambulance facility will be made available in the campus to provide transport in case of emergency.
- Wheel chairs will be provided for the physically disabled to help them move in the campus.
- Seating will be reserved in class to ensure accessibility, good communication and visibility of presentations.
- Human support will be provided in certain outdoor activities.

- The following will be made available. In addition, any facility opted for will be created on request.
  - Ambulance
  - Ramps
  - Lift
  - Special Toilets
- Adequate budget will be earmarked for:
  - Investment in procuring new facilities
  - Periodical maintenance cost for the facilities available
  - Replacement of obsolete facilities
  - Manpower for handling of the facilities

**Process:**

- To conduct awareness programmes for teachers of the institute about the approaches to teaching, evaluation procedures, etc., which they should address in the case of differently-abled students.
- To study the aptitude of differently-abled students and assist them in getting appropriate employment when desired by them after their studies.
- To celebrate important days pertaining to disability such as the World Disabled Day, White Cane Day, etc., in the institute and also in the neighbourhood in order to create awareness about the capabilities of differently-abled persons.
- To ensure maintenance of special assistive devices procured by the higher education institute under the HEPSN scheme and encourage differently-abled persons to use them for enriching their learning experiences.
- To prepare annual reports with case histories of differently-abled persons who are benefited by the HEPSN scheme sanctioned to the higher education institute.
- The students will be allowed to record the lectures during sessions if required with the consent from concerned teacher.
- Extended time for writing internal exams, conducting practicals or workshop practices may be given.
- Extended time would be allowed to write end semester examinations with the permission of the authority concerned.
- Scribe facility will be provided during examination as given under the Rights of Persons with Disabilities Act (RPwD) 2016.
- Extended timeline for submission of assignments may be given.
- Regular meetings will be conducted to discuss problems and feedback will be taken to improve the facilities.
- Breaks will be given for short periods during practicals, if needed.

*True Copy*  
*S. Ganesh*

**Prof.S. Ganesh Vaidyanathan, Ph.D**  
**Principal**

Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk-602 117.  
Tamilnadu State, India.

**Management**

2/2

## **AQAR-2021-2022**

<b>Criteria</b>	<b>Criterion VII – Institutional Values and Best Practices</b>
<b>Key Indicator 7.1</b>	<b>Institutional Values and Social Responsibilities</b>
<b>Metric 7.1.7</b>	<b>The Institution has Disabled-Friendly, Barrier free Environment</b>

### **7.1.7–Disabled Friendly, Barrier free Environment-Details**

(Click the page No. to view the file)

Sl.No	Description	Page No.
1.	Report on Disabled-Friendly, Barrier-Free Amenities	<a href="#"><u>2</u></a>
2.	Functioning of DRC-Details	<a href="#"><u>3</u></a>
3.	DRC Committee - Circular	<a href="#"><u>5</u></a>
4.	Internal Committee – Circular	<a href="#"><u>7</u></a>
5.	Equal Opportunities Cell	<a href="#"><u>8</u></a>
6.	Appointment of Scribe-AU Guidelines	<a href="#"><u>10</u></a>
7.	Students who availed Scribe Facility-Details	<a href="#"><u>12</u></a>
8.	Ramps-Details	<a href="#"><u>60</u></a>
9.	Divyangjan Friendly Washroom-Details	<a href="#"><u>76</u></a>
10.	Signboard-Photos	<a href="#"><u>82</u></a>
11.	Lift Purchase Bills, Invoices, AMC and Photos Details- (Library Block, CRB-V)	<a href="#"><u>84</u></a>
12.	Screen Reading Software-NVDA-Details	<a href="#"><u>116</u></a>



(An Autonomous Institution Affiliated to Anna University)

Pennalur, Sriperumbudur Tk - 602117

**Details of Available Disabled-Friendly, Barrier-Free Amenities at SVCE:**

The college has adopted and implemented harmonized guidelines in constructing the facilities to create a barrier-free environment for disabled persons. Equal Opportunity Cell, Internal Committee (IC), and Disability Resource Center (DRC) were formulated comprising Principal, Vice Principal, Dean-Students Welfare, Admin Executive, and HODs. The function of the committee is to give more emphasis to the deprived group for learning and to create a favorable space for disabled students. The cell also assists and council the disabled person in the aspects of academic and social matters. The facilities such as Ramp, Lift, Sign Boards, and Divyangjan Friendly Washrooms were provided in the classroom & department blocks. Open-source screen-reading software was provided to departments for easy access of the visually impaired students. Signboards and placards were displayed in the prominent locations inside the college premises for their easy access.

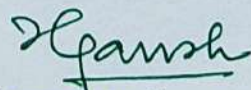
**Ramps** were constructed at the entrance of classroom blocks, department blocks, hostel, mess, canteen, auditoriums, and innovation centre. The adequate space was provided in the front corridors of buildings to enable easy access with wheelchairs. Because of the frequent student access, places like the library and canteen have permanent ramps with handrails. (Sample Photos attached)

**20 Passengers/1360 kgs and 10 Passengers/680 kgs** of Auto door Passenger Lift were installed at the new library and classroom block-V. The Annual maintenance work was carried out by the M/s.Hunda lifts. (Sample Photos attached)

The students with low vision, slow writing speed, and affected by any diseases that are mentioned by AICTE guidelines are allowed to write the end semester exams along with a scribe. The college has received such request letters from the students and based on the medical report, the applicants were permitted to attend the exam with scribes.

**Eighteen Divyangjan-friendly washrooms** were constructed in various classroom blocks, Function Hall, and a multipurpose hall for the disabled students. The washroom doors can be opened outwardly. Supporting grab rails were fixed near the toilets in white color to aid the visually impaired students and toilet flush is fixed near the wall for easy accessibility. (Sample Photos attached)

The college has installed Non-Visual Desktop Access (NVDA) software and it is a free and open-source screen reader for the Microsoft Windows operating system. The NVDA software allows the vision impaired people to access third party application. Around 80 languages were supported by the software. The software enables blind or vision impaired people to access the Microsoft application and windows like a sighted person.



**Prof.S. Ganesh Vaidyanathan, Ph.D**  
Principal

Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk-602 117,  
Tamilnadu State, India.



## **Sri Venkateswara College of Engineering**

(Autonomous - Affiliated to Anna University)

Pennalur, Sriperumbudur Tk - 602 117

### **DISABILITY RESOURCE CENTRE**

#### **MAJOR FUNCTIONS (AS PER AICTE)**

- To provide counselling to differently - abled students on the types of courses they could study at the higher education institutions.
- To ensure admission of as many differently-abled students as possible through the open quota and also through the reservation meant for them.
- To gather orders dealing with fee concessions, examination procedures, reservation, policies, etc., pertaining to differently-abled persons.
- To assess the educational needs of differently abled persons enrolled in the higher education institutes to determine the types of assistive devices to be procured.
- To conduct awareness programmes for teachers of the institute about the approaches to teaching, evaluation procedures, etc, which they should address in the case of differently-abled students.
- To study the aptitude of differently-abled students and assist them in getting appropriate employment when desired by them after their studies.
- To celebrate important days pertaining to disability such as the World Disabled Day, White Cane Day, etc., in the institute and also in the neighbourhood in order to create awareness about the capabilities of differently-abled persons.
- To ensure maintenance of special assistive devices procured by the higher education institute under the HEPSN scheme and encourage differently-abled persons to use them for enriching their learning experiences.
- To prepare annual reports with case histories of differently-abled persons who are benefited by the HEPSN scheme sanctioned to the higher education institute.

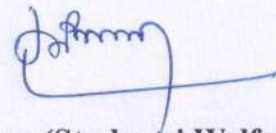
Sri Venkateswara College of Engineering has taken the following measures to support the disabled students.

1. The students are allowed to record the lectures during sessions if required with the consent from concerned teacher.

2. Classrooms are scheduled such a way that they are easily accessible to physically challenged students.
3. Toilets are designed to be disabled friendly.
4. Attender is arranged to bring breakfast/lunch from canteen, if needed.
5. 24 hrs ambulance facility is available in the campus to provide transport in case of emergency.
6. Wheel chairs are provided for the physically disabled to help them move in the campus.
7. Extended time for writing internal exams, conducting practicals or workshop practices is given.
8. Extended time would be allowed to write end semester examinations with the permission of the authority concerned.
9. Scribe facility is provided during examination as given under the Rights of Persons with Disabilities Act (RPwD) 2016.
10. Extended timeline for submission of assignments is given.
11. Regular meetings will be conducted to discuss problems and feedback will be taken to improve the facilities.
12. Breaks will be given for short periods during practicals, if needed.
13. Seating will be reserved in class to ensure accessibility, good communication and visibility of presentations.
14. Human support will be provided in certain outdoor activities.

**Facilities Available:**

- Ambulance
- Ramps
- Lift
- Special Toilets
- Wheel Chairs



**Dean (Students' Welfare)**

**Dr. J. Venkatesan, M.E., Ph.D.**  
Dean (Students' Welfare)  
Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk - 602 117  
Tamil Nadu, India



# Sri Venkateswara College of Engineering

(Autonomous - Affiliated to Anna University)

Pennalur, Sriperumbudur Tk - 602 117

SVCE/Dean (SW)/DRC/2016-17/01

15<sup>th</sup> June 2017

## CIRCULAR

Sub: Setting up of Disability Resource Centre (DRC) – reg.

Ref: Lr.No.18729/SA 3/2016 dated 21.06.2016 received from Registrar, Anna University.  
Lr.No.5202/J1/2016-1, dated 30.05.2016 from Secretary to Government. Higher Education(J1)  
Department, Secretariat along with Lr.No. D.O. No. 7-2/DD-Admn./MHRD/2012/2768 dated  
24.02.2016 from Chairman AICTE, New Delhi.

As per the directives of Registrar, Anna University, Chennai, a **Disability Resource Centre** is setup with the following members.

Sl. No.	Names	Position
1.	Dr. S. Ganesh Vaidyanathan, Principal	Chairman
2.	Dr. K.R. Santha, Vice Principal	Member
3.	Dr. G. Sumathi, Head IMS	Member
4.	Dr. S. Sampath Krishnan, Warden (I/c), SVCE Hostels	Member
5.	Mr. R.M. Natrajan, Admin Executive	Member
6.	Dr. J. Venkatesan, Dean (Students' Welfare)	Coordinator

  
Principal

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**Principal**  
**Sri Venkateswara College of Engineering**  
**Pennalur, Sriperumbudur Tk-602 117**  
**Tamilnadu, India.**

# **Sri Venkateswara College of Engineering**

(Autonomous - Affiliated to Anna University)

Pennalur, Sriperumbudur Tk - 602 117

SVCE/Dean (SW)/DRC/2019-20/01

11<sup>th</sup> June 2019

## **CIRCULAR**

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As per the directives of Registrar, Anna University, Chennai, a **Disability Resource Centre** is setup with the following members.

<b>Sl. No.</b>	<b>Names</b>	<b>Position</b>
1.	<b>Dr. S. Ganesh Vaidyanathan</b> , Principal	Chairman
2.	<b>Dr. K.R. Santha</b> , Vice Principal	Member
3.	<b>Dr. R. Anitha</b> , HoD, Computer Science and Engineering	Member
4.	<b>Dr. S. Sampath Krishnan</b> , Warden (I/c), SVCE Hostels	Member
5.	<b>Mr. R.M. Natrajan</b> , Admin Executive	Member
6.	<b>Dr. J. Venkatesan</b> , Dean (Students' Welfare)	Coordinator

  
11/6/19  
Principal

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**Principal**  
**Sri Venkateswara College of Engineering**  
**Pennalur, Sriperumbudur Tk-602 117**  
**Tamilnadu, India.**



# Sri Venkateswara College of Engineering

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Pennalur, Sriperumbudur Tk - 602 117

SVCE/Dean (SW)/IC/2019-20/01

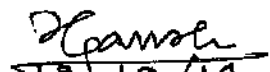
12<sup>th</sup> December 2019

## CIRCULAR

Sub: Setting up of Internal Committee (IC) - reg.

As per the directives of Centre for Student Affairs, Anna University, Chennai, the **Internal Committee** related to Differently Abled Persons is setup with the following members.

Sl. No.	Name	Position
1.	<b>Dr. S. Ganesh Vaidyanathan</b> , Principal	Chairman
2.	<b>Dr. K.R. Santha</b> , Vice Principal	Member
3.	<b>Dr. R. Anitha</b> , HoD, Computer Science and Engineering	Member
4.	<b>Dr. S. Sampath Krishnan</b> , Warden (I/c), SVCE Hostels	Member
5.	<b>Mr. R.M. Natrajan</b> , Admin Executive	Member
6.	<b>Mr. V. Gurusamy</b> , Assistant Professor / Marine Engineering	Member
7.	<b>Mr. Sudarsshan Krishna</b> , IV Year ECE	Member
8.	<b>Mr. Navaneethakannan</b> , Parent	Member
9.	<b>Dr. J. Venkatesan</b> , Dean (Students' Welfare)	Coordinator

  
12/12/19  
Principal

**Principal**

**Sri Venkateswara College of Engineering**  
Pennalur, Sriperumbudur Tk-602 117  
Tamilnadu, India.

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**Sri Venkateswara College of Engineering**

(Autonomous - Affiliated to Anna University)

Pennalur, Sriperumbudur Tk - 602 117

SVCE/Dean (SW)/EOC/2019-20/01

12<sup>th</sup> December 2019

**CIRCULAR**

Sub: Setting up of Equal Opportunities Cell (EOC) - reg.

As per the directives of Centre for Student Affairs, Anna University, Chennai, the **Equal Opportunities Cell (EOC)** is setup with the following members.

Sl. No.	Name	Position
1.	<b>Dr. S. Ganesh Vaidyanathan, Principal</b>	Chairman
2.	<b>Dr. K.R. Santha, Vice Principal</b>	Member
3.	<b>Dr. R. Anitha, HoD, Computer Science and Engineering</b>	Member
4.	<b>Dr. S. Sampath Krishnan, Warden (I/c), SVCE Hostels</b>	Member
5.	<b>Mr. R.M. Natrajan, Admin Executive</b>	Member
6.	<b>Dr. J. Venkatesan, Dean (Students' Welfare)</b>	Coordinator

*K. Santha*  
12/12/19  
Principal

Copy to All Staff Council Members  
Copy Submitted to Secretary/Treasurer  
Copy to Web/Calendar Committee

**Principal**  
**Sri Venkateswara College of Engineering**  
**Pennalur, Sriperumbudur Tk-602 117**  
**Tamilnadu, India.**



### Equal Opportunity Cell

The main function of the Equal Opportunities Cell is to give more emphasis to the deprived groups for learning and creating space for them to mainstream themselves. It is the duty of the Cell to oversee the effective implementation of policies and programmes for disadvantaged groups (SC/ST, OBC, Minorities, Jain, Physically challenged) to provide guidance and counseling with respect to academic, financial, social and other matters and to enhance the diversity within and outside the campus. The functions of the Equal Opportunity Cell are:

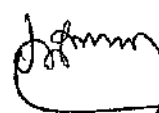
1. To ensure equity and equal opportunity to the community at large in the Institution and bring about social inclusion.
2. To enhance the diversity among the students, teaching and non-teaching staff and at the same time eliminate the perception of discrimination.
3. To help individuals or a group of students, belonging to the disadvantaged section of society to contain the problems related to discrimination.
4. To look into the grievances of the weaker section of society and suggest amicable solution to their problems.
5. To disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Govt., or other related agencies/organizations issued from time to time.
6. To organize workshops/seminars/guest lecturers for personality development programmes.
7. To refer the guidelines of UGC with regard to Equal Opportunities Cell.

As per the directives of Centre for Student Affairs, Anna University, Chennai, the **Equal Opportunities Cell** is setup with the following members.

Sl. No.	Names	Position
1.	<b>Dr. S. Ganesh Vaidyanathan</b> , Principal	Chairman
2.	<b>Dr. K.R. Santha</b> , Vice Principal	Member
3.	<b>Dr. R. Anitha</b> , HoD, Computer Science and Engineering	Member
4.	<b>Dr. S. Sampath Krishnan</b> , Warden (I/c), SVCE Hostels	Member
5.	<b>Mr. R.M. Natrajan</b> , Admin Executive	Member
6.	<b>Dr. J. Venkatesan</b> , Dean (Students' Welfare)	Coordinator

#### Programmes conducted

1. Anti-Ragging Committee Meeting
2. Induction Programme
3. Health Awareness programme
4. Yoga programme

  
 Dean (Students' Welfare)  
**Dr. J. Venkatesan, M.E., Ph.D.**  
 Dean (Student's Welfare)  
 Sri Venkateswara College of Engineering  
 Pennalur, Sriperumbudur Tk - 602 117  
 Tamil Nadu, India



ANNA UNIVERSITY Pennalur  
CHENNAI - 600 025  
Office of the Controller of Examinations

22301632, 22357244
22357295, 22357296
22357286, 22357287
Fax: 91-44-22301134/22350291
E-mail: coc@annauniv.edu

**CONTROLLER OF EXAMINATIONS**

Lr.No.3200 /COE/C20/2015

Date: 24.10.2018

From

To

**Dr.M.Venkatesan**

Controller of Examinations  
Anna University  
Chennai-25

The Principals of all Affiliated Colleges/  
Government Colleges/Deans of Regional Offices/  
University Colleges under Anna University  
Chennai-600 025 (Zone- I to XXIII)

Sir/Madam,

Sub : Office of the Controller of Examinations -Anna University - Chennai -  
25 - Guidelines for conducting written examination for person with  
disabilities- appointment of scribes-Revised guidelines issued-Reg

Ref : 1. Lr.No.3166/G1/2016-1 dated 08.03.2016 from the Joint Secretary to  
Government, Secretariat, Chennai-9.  
2. Lr.No.08457/TAC/206 dated 01.04.2016 from the Directorate of  
Technical Education, Chennai-25 addressed to the Registrar,  
AnnaUniversity, Chennai-25.  
3. This office Lr.No.3200/COE/2015 dated 30.04.2016.  
4. From the Deputy Chief Commissioner, Court of Chief Commissioner  
for persons with Disabilities (DIVYANGJAN), case No.10077/1041  
/2018-R-11708 dated 09.10.2018.

\*\*\*\*\*

I invite your attention to the reference 3<sup>rd</sup> cited, wherein you have been requested  
to follow the guidelines issued by the Government of India pertaining to the  
appointment of scribes and conducting examination for persons with Disabilities.  
A detailed information received from the Government of India has been communicated  
to you for guidance and follow up.

To: COE-SVCE/A2

A2: pl disseminate the info to all concerned  
COE-SVCE: We shall comply with the norms prescribed  
by Govt.



Now the Court of Chief Commissioner for persons with Disabilities (DIVYANGJAN), Department of Empowerment of persons with Disabilities, Ministry of Social Justice and Empowerment, Government of India has issued a revised guidelines by superseding its earlier guidelines issued in office memorandum No.16-110/2003-DD-III dated 26.02.2013.

I request you to strictly follow the guidelines now issued by the Government of India while conducting examination for persons having various kinds of disabilities.

I request you to kindly acknowledge the receipt of this letter.

Yours faithfully,



CONTROLLER OF EXAMINATIONS

**Copy Submitted to:**

Dr. S. K. Prasad,  
Deputy Chief Commissioner ,  
Court of Chief Commissioner for Persons with Disabilities,  
Ministry of Social justice and Empowerment,  
(Department of Disability Affairs),  
Sarojini House, Bhagwan Dass Road,  
New Delhi - 110001.

**Copy to:**

The Zonal Coordinators / Zonal Officers,  
Zone- I to XXIII .

Date: 9/1/18.

From:

N. Amirthavanshan (Reg No: 170501009).  
BE-CSEA

To:

The ~~Chief~~ Controller of Examination

Respected Sir:

I asked for scribe which is been granted to me.  
I wanted C. G. Shilvakanman Sir as my Scribe  
because he is very Comptable and he draws well.  
So I wanted him.

Thanking you Sir

file  
  
9/1/18

Yours Sincerely

N. Amirthavanshan

To

11 / 12 / 2017

The Principal

SVCE

Through H.O.D COMPUTER SCIENCE

Dear Sir,

Please find herewith attached  
Medical certificate as advised.



P. Manoj

P/o N. Arivathan

Student's Request Att.

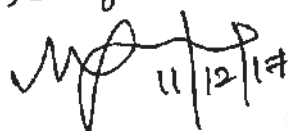


To: CoE for  
12/12 Consideration  
HP

Forwarded to Principal:

Dear Sir,

The medical Certificate  
of Mr. N. Arivathan, I year CS  
is attached for your kind perusal.  
Kindly do the needful.

  
11/12/17

**Dr. A.P. Sivakumar** M.B.,B.S., M.S. ORTHO

Consultant Orthopaedic Surgeon

Trauma, Joint Replacement, Arthroscopy & Spine Surgeon

apsivakumar@gmail.com, www.radialorthoclinic.com

Reg.no : 74771



**RADIAL ORTHO CLINIC**

Resetting ur rhythm

## TO WHOM IT MAY CONCERN

This is to state Master N.Amirthavarshan (D.O.B.16 July 1999) is currently pursuing BE Computer Science 1 year. He has difficulty with proprioceptive processing which results in an inadequate eye-hand coordination. This impacts his performance in tasks that require high amount of precision such as Drawing to scale, Engineering Graphics etc. Since he has good cognition, he will be able to follow the subject with the required reasoning. He may require additional support, such as a scribe, to accomplish such complex tasks

Dr A.P. Sivakumar  
consultant orthopaedic surgeon  
A.P. SIVAKUMAR MBES M.S. ORTHO (MRC)  
CONSULTANT ORTHOPAEDIC SURGEON  
REG. NO: 74771  
9/12/2017





இந்தியன் வங்கி

Indian Bank

உங்கள் வங்கி உங்கள் வங்கி உங்கள் வங்கி

தேதி / Date 10/01/18

பெறுகிற கிளை/Depositing Branch  
வங்கி நிதி, கடன் தொகை, இலவசம் அட்டை, வரிசை முறையான பெறுகிற தொகை சீட்டு  
Common Pay in Slip for Depositing, Loans, IB Credit Card, Taxes etc.  
கணக்கின் வகை (குறிப்பிடவும்) / Type of account (PIV) சேமிப்பு / நட்டம் / ஒது. /  
ஒது. / தொகு. / காலவாங்கி / கடன்வகை / வரிசை / கடன் அட்டை / மற்றவை  
SB / CA / OD / OCC / RD / Term Dep / Loans / Taxes / Credit Card / Other

கணக்கு/கடன் அட்டை எண்.  
A/c No. / Credit Card No.

64898177

கணக்குவாங்கி பெயர் Account Name Mr./Ms./Mess

SUCE LOE Account

ரூபாய் Rs. In words

Six hundred and fifty only

பெறக்கூடிய/காசோலை  
by Cash / Cheque

₹. 650/-

கிளையர்/ரகசங்கி Cashier/SWO

அதிகாரி / Office

कृपया पिछले पृष्ठ में जमा की गई नकदी/चेक के विवरण दें।

PLEASE GIVE DETAILS OF CASH / CHEQUES DEPOSITED OVERLEAF  
Service Tax Registration No. AAACI 1607GST005 PAN No. AAACI1607G



இந்தியன் வங்கி

Indian Bank

உங்கள் வங்கி உங்கள் வங்கி உங்கள் வங்கி

தேதி / Date 10/01/18

பெறுகிற கிளை/Depositing Branch  
வங்கி நிதி, கடன் தொகை, இலவசம் அட்டை, வரிசை முறையான பெறுகிற தொகை சீட்டு  
Common Pay in Slip for Depositing, Loans, IB Credit Card, Taxes etc.  
கணக்கின் வகை (குறிப்பிடவும்) / Type of account (PIV) சேமிப்பு / நட்டம் / ஒது. /  
ஒது. / தொகு. / காலவாங்கி / கடன்வகை / வரிசை / கடன் அட்டை / மற்றவை  
SB / CA / OD / OCC / RD / Term Dep / Loans / Taxes / Credit Card / Other

கணக்கு/கடன் அட்டை எண்.  
A/c No. / Credit Card No.

64898177

கணக்குவாங்கி பெயர் Account Name Mr./Ms./Mess

SUCE LOE Account

ரூபாய் Rs. In words

Six hundred and fifty only

பெறக்கூடிய/காசோலை  
by Cash / Cheque

₹. 650/-

கிளையர்/ரகசங்கி Cashier/SWO

அதிகாரி / Office

कृपया पिछले पृष्ठ में जमा की गई नकदी/चेक के विवरण दें।

PLEASE GIVE DETAILS OF CASH / CHEQUES DEPOSITED OVERLEAF  
Service Tax Registration No. AAACI 1607GST005 PAN No. AAACI1607G

## Bio data

**SIVAKUMAR .C G**

4/1 Sembada Street

Saidapet

Chennai – 600 015

Mobile: 9444212750

E-mail: sivakumar@svca.ac.in

---

### **EDUCATIONAL QUALIFICATIONS**

SSLC : S.M.H.Higher Secondary School, Sirkazhi

HSC: K.A.Hr.Sec.School, Arumuganeri, Kalyalpattinam, Thiruchendur

B.Sc. (Physics) from Poomphuhar Arts and Science College, Sirkazhi (tk) Nagai District

BLIS (Bachelor of Library and Information Science) from Annamalai University, Chidambaram.

MLIS (Master of Library and Information Science) from Madras University, Chennai

M.Phil. in Library and Information Science from Alagappa University

PGDCA from Bharadhidasan University

MCA from Bharadhidasan University

### **PERSONAL DETAILS**

Nationality : Indian

Sex : Male

Marital Status : Single

Date of Birth : 07/03/1968

Language Known : Tamil and English

### **DECLARATION**

I hereby declare that the above written particulars are true to the best of my knowledge and submitted for the purpose of Scribe position only.

Date: 5/1/2018

Place: Sriperumbudur

Yours sincerely,

  
(C.G.Sivakumar)

**Neelakandan, C**  
Karimbedu V&P  
Pallipet (Taluk)  
Tiruvallur District 631207

**Mobile: 8525065929, 9952434914**  
**E-mail: neelakantan1989@gmail.com**

---

**EDUCATIONAL QUALIFICATIONS**

SSLC Government High School, Nediya, Tamil Nadu in 2004.

HSC from Government Higher Secondary School, Pallipet, Tamil Nadu in 2006.

B.Com. from Government Degree College, Puttur, Andhra Pradesh in 2009.

BLIS (Bachelor of Library and Information Science) from Alagappa University, Karaikudi in 2014.

MLIS (Master of Library and Information Science) from Alagappa University, Karaikudi in 2015.

**PROFESSIONAL EXPERIENCE**

Worked as **Library Assistant** in **Sri Venkateswara College of Engineering**, Pennalur, Sriperumbudur from 01 July 2015 to 30 June 2017 (Two Years)

**PERSONAL DETAILS**

Nationality	: Indian
Sex	: Male
Marital Status	: Single
Date of Birth	: 15/05/1989
Language Known	: Telugu, Tamil and English

**DECLARATION**

I hereby declare that the above written particulars are true to the best of my knowledge and submitted for the purpose of Scribe position only.

Date: 5/1/2018  
Place: Sriperumbudur

Yours sincerely,  
  
(C. Neelakandan)

**Sri Venkateswara College of Engineering**  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Post Bag No.1, Pennalur, Sriperumbudur Tk. – 602117  
**Office of the Controller of Examinations**

**Dr. K. Pitchandi, M.E., Ph.D.**  
Controller of Examinations

Ref. No.SVCE/CoE/Scribe/1711-01

Date: 9<sup>th</sup> January, 2018

**ORDER**

To


Mr. Sivakumar C G  
Librarian Grade I  
Central Library  
Sri Venkateswara College of Engineering  
Sriperumbudur

Dear Sir

Sub.: Appointment of Scribe – regarding.

Ref.: Letter of request from Mr. N Amirthavarshan (Regn. No.170501009), I year B.E. CS student dated 09.01.2018

With reference to the above letter of requisition and medical certificate from the student, and as recommended by his HoD, Department of Computer Science and Engineering of this Institution, you are advised to act as a Scribe for GE16152- Engineering Graphics on 10.01.2018.

  
Controller of Examinations  
9/1/18





To: COE-SVCE

Request shall be considered as per College Regulations

From

J. Poovarasam,

21/27

Reg. No. 180301050, 2018 CHE 0365,

Dept of chemical engineering,

SVCE.

MF/R/21/6023

Re: 1000 - GSI Ruined

Spm/23/09/21

SUBMITTED TO THE COE

Signature 23/9/21

M. S. Siragami

Rs 1000/-

for two model exam

To

The Principal,

SVCE.

Sir,

Recommended to consider his request. As he needs someone to write for long time during exam. He is unable to write for long time in his own hand written.

Respected sir,

Sub: Requesting for a scribe for model exam on 23-9-21 and 27-9-21  
THROUGH: FA to HOD/CHE

As I <sup>am</sup> was injured in my right hand, so I find it difficult to write the model exam. So, please kindly arrange me a scribe to attend the model exam. PLEASE DO THE NEEDFUL.

Thank You,

Yours faithfully,

Date: 23/9/21

Place: SVCE

Recommended for scribe for Model Exam

Signature 23/9/21

To Hon: HOD/CHE  
RECOMMEND THE SAME FOR MODEL EXAM ON 23rd & 27th SEP, 2021  
R. Ramesh 23/9/21  
Dr. R. RAJESH @ NITHYANANDAM  
ASP  
FACULTY ADVISOR

Dr. T. VIJAY, MBBS.,  
Regd. No: 121058  
MEDICAL OFFICER - SVCE  
PENNALUR - 602 117.

From

23/1/21

T. VIJAY

Medical officer

SVCE

To

The COE

SVCE

Respected Sir,

This is to inform you that Mr. Poojamma  
IHL CHE B got Injured in back on the right palm  
on 21/8/21 and he was referred to local hospital  
for surgery he is under regular dressing in the  
position he was not write the exam so he may  
be suggested to have his examination with  
help of a scribe



With regards.

**Dr. T. VIJAY, MBBS.,**  
Regd. No: 121058  
MEDICAL OFFICER - SVCE  
PENNALUR - 602 117.



**Sri Venkateswara College of Engineering**  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Sriperumbudur Tk, Kancheepuram Dt, Tamilnadu, India - 602117

**Petty Cash Collection Receipt**

**AccNo : 770479459**

**Receipt No. : MF/R/21/6023**

**Receipt Date : 23/09/2021**

**Received from Shri/Smt : POOVARASAN J**

**The sum of Rs. 1,000.00/- towards the Receipt details below :**

SR.NO	PARTICULARS	AMOUNT ( ₹ )
1	SCRIBE - CHARGE	1,000.00

**Total : 1,000.00**

CGST	0.00 (0 %)
SGST	0.00 (0 %)

**Grand Total : 1,000.00**

**In words : One Thousand Only**

**Paid By : CASH**

**Remark :** SCRIBE CHARGES FOR MODEL PRACTICAL TWO SUBJECTS (EACH RS.500/-)

**Sign**

23/09/2021

User Name : VIDHYA R

Page 1 of 1





**Sri Venkateswara College of Engineering**  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Post Bag No.1, Pennalur, Sriperumbudur Tk. – 602117

CoE's Office: 044- 27152000; Extn. 600  
Email id: coe@svce.ac.in

Mobile No. +91 9445218415

**Office of the Controller of Examinations**

Dr. K. Pitchandi, M.E., Ph.D.  
Controller of Examinations

Ref. No.SVCE/CoE/Scribe-Student/2021-01

Date: 23rd September, 2021

To

Through

**Mr. Poovarasam J**  
Reg. No. 180301050, VI Year  
Department of Chemical Engineering  
Sri Venkateswara College of Engineering.

**Head of the Department**  
Department of Chemical Engineering  
Sri Venkateswara College of Engineering

Sub: Office of the Controller of Examinations- Sri Venkateswara College of Engineering, Pennalur, Sriperumbudur TK.-602117- B.E. / B.Tech. Degree Programme- Scribe for May, 2021 VI Semester Model Practical Examinations held during September 2021- Permission Granted- Reg.

Ref: Request Letter dated 23rd September, 2021.

\*\*\*\*\*

Kind attention is invited to the reference cited, and it is informed that the student mentioned below is permitted to have the scribe as mentioned in the following practical subject(s) of May, 2021 Model Practical Examinations held during September, 2021:

Name	Reg.No.	Degree & Branch	Subject Code & Date of Exam	Sem.	Scribe
POOVARASAN J	180301050	B.Tech/ CH	CH18611- 24.09.2021 CH18612- 27.09.2021	VI	Ms. A. Gajalakshmi

Yours faithfully,

*o/c*

*[Signature]*  
**CONTROLLER OF EXAMINATIONS**

**Sri Venkateswara College of Engineering**  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Post Bag No.1, Pennalur, Sriperumbudur Tk. – 602117  
**Office of the Controller of Examinations**

**Dr. K. Pitchandi, M.E., Ph.D.**  
Controller of Examinations

Ref. No.SVCE/CoE/Scribe/2021-01

Date: 23<sup>rd</sup> September, 2021

**ORDER**

To

Ms. Gajalakshmi A  
Junior Assistant  
Department of Chemical Engineering  
Sri Venkateswara College of Engineering  
Sriperumbudur

Dear Madam

Sub.: Appointment of Scribe – regarding.

Ref.: Letter of request from Mr. POOVARASAN J (Regn. No.180301050), III-year B.Tech. CH student dated 23.09.2021

With reference to the above letter of requisition from the student and medical officer's recommendations, and as recommended by his HoD, Department of Chemical Engineering of this Institution, you are advised to act as a Scribe for his model practical examinations CH18611- Mass Transfer Laboratory and CH18612- Chemical Reaction Laboratory on 24.09.2021 and 27.09.2021.

  
Controller of Examinations

## Resume

### **A.GAJALAKSHMI**

**MCA Computer Application**

**E-mail** : gajala1991@gmail.com

**Mobile** : 9841736106

**Address** : No.276, S.P. Avenue,  
Poonamallee, Chennai - 600 056



#### **CAREER OBJECTIVE**

- Intend to build a career in co-operation with committed and dedicated people, which will help me to utilize my potentials and abilities so that I can work as a key player for the success of the organization

#### **SUMMARY**

- Master of Computer Application (**MCA**) at Sri Venkateswara College of Engineering, Pennalur, Sriperumbudur.
- Innovative and creative with excellent interpersonal skills, Excellent analytical and problem solving skills.

<b>Software / Programming Languages</b>	<ul style="list-style-type: none"><li>C, C++, Java, SQL.</li></ul>
<b>Processors / Target Platforms</b>	<ul style="list-style-type: none"><li>Windows 98/XP, Windows 7</li></ul>
<b>Tools</b>	<ul style="list-style-type: none"><li>Visual Basic</li><li>Microsoft Office</li></ul>

#### **EDUCATION QUALIFICATIONS**

<b>Qualification</b>	<b>Institution</b>	<b>Year of Passing</b>	<b>Mark</b>
M.Phil (Computer Science)	Government Arts College for Men, Nandanam.	2017	59%
MCA (Computer Application)	Sri Venkateswara College of Engineering Pennalur, Sriperumbudur.	2011-2014	CGPA 7.8% (First Class)
BCA (Computer Application)	St.Joesph's College of Arts and Science, Kovoor.	APR 2011	69.9% (First Class)



Mr. S. Prakash  
145 D Rajit Nagar  
Chinna Neelakarai  
Chennai - 600 041

To: CoE-SVCE / Dy-CoE /  
HOD-BIO  
CoE-SVCE: Request shall be  
considered as per the  
College norms  
J. Prakash  
25/11/19

Dr. S. Ganesha Vaidyanathan  
Principal  
Sri Venkateshwara College of Engineering  
Chennai - 602 117

18/11/2019.

Dear Sir,

My son Anant S. Madhavan of Bio Technology  
(year I) has a special difficulty. Attached  
are copies of concessions granted for his  
board exams.

I would be obliged if he is granted  
similar concessions in the forthcoming  
semester exams. To the principal:

Yours truly

Mr. S. Prakash  
(9444110000)

Recommended & forwarded for  
positive consideration.

Sd/-  
25/11/19

(AOD/BIO)



# COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS

PRAGATI HOUSE, 3rd FLOOR, 47-48, NEHRU PLACE, NEW DELHI - 110 505.

TELEPHONES: 26411706, 26413820, E-MAIL: council@cisce.org

TELEGRAMS : CAMEXAM

FAX: 91-11-26234575

8-December-2018

TN021  
The Principal  
SISHYA, CHENNAI  
2/15, Padmanabha Nagar  
2nd Street  
Adyar  
Chennai  
Tamil Nadu

## ISC YEAR 2019 EXAMINATION - SPECIAL DIFFICULTY

Dear Principal,

Please refer to your online application for a special difficulty concession request for student  
**ANANT S MAADHAV, UID : 6504691** who will be appearing for the ISC 2019 Examination.

After having scrutinized the documents submitted by you, the following concessions/support are granted to empower the above candidate at the ISC 2019 Examination.

### S.No. Concession Granted

1. Additional Time
2. Approval for writer


### Special Notes :

- Additional time of forty-five minutes per paper of three hours of the ISC Examination is permitted to the candidate.
- The candidate concerned will have to sit in a separate room for which a separate Invigilator will have to be appointed under intimation to the Council.
- The candidate may be provided a Writer. A Class XI student or a student of a lower class can function as a Writer for a candidate appearing for the ISC Examination.

You are requested to hand over a copy of this letter to the Convener and the Supervising Examiner of your ISC Examination Centre at the appropriate time for information and necessary action.

Yours faithfully,

Poonam Sodhi  
Deputy Secretary

  
24/12/18

*Note: This is a computer generated letter and does not require signature.*



**MADRAS  
DYSLEXIA  
ASSOCIATION**

15, Sambasivam Street, (Behind Jeeva Park)  
T.Nagar, Chennai - 600 017, India. Ph : 044 - 2815 7908, 044 - 2815 6697  
E-mail : ananyamdachennai@gmail.com Website : www.mdachennai.org

The Principal,  
Sishya,  
No.15, Padmanabha Nagar,  
Adyar,  
Chennai-20.

*[Signature]*  
14/11/14

5<sup>th</sup> November, 2014

Dear Madam,

Sub: Request for exam concessions for Anant S. Maadhav studying in class

VIII a student of your school in the ICSE Board Exams to be held in March 2017

Anant S. Maadhav was assessed by us recently. He is found to have features of Dyslexia with severe writing problems. He was assessed as a child and took remedial help and Occupational Therapy for some time. Although he has overcome some of his difficulties he continues to have difficulties; especially the mechanical aspect of his writing and in his Second language Hindi. He has difficulties with recall and the writing of answers and presentation that interferes with the speed of his writing. He is unable to complete the paper on time.

He has severe reading, spelling and writing difficulties in his Second Language Hindi. He has been struggling in the subject from the lower classes and has been unable to pass in the subject. His school reports show that he is struggling to pass in his second language Hindi in spite of taking extra help. Based on school reports, his cumulative reports, the detailed assessment done in Hindi it is evident that he has difficulties learning the subject.

Looking at Anant S. Maadhav's difficulties and struggle in learning we feel he should be exempted from learning a second language.

Considering his difficulties we request you to grant him the following examination concessions in the coming 10<sup>th</sup> Board exams:

- Exemption from learning a Second Language- Hindi
- Extra time to complete the paper.

Thanking you,

For Madras Dyslexia Association

*[Signature]*

Savithri Krishnan  
Assessor



**MADRAS  
DYSLEXIA  
ASSOCIATION**

15, Sambasivam Street, (Behind Jeeva Park)  
T.Nagar, Chennai - 600 017. India. Ph : 044 - 2615 7908, 044 - 2615 6697  
E-mail : ananyamdachennai@gmail.com Website : www.mdachennai.org

**Confidential**

**Assessment report**

*Officer*  
14/11/14

Name of child : Anant S. Maadhav  
Date of Birth : 28.05.2001  
Age : 13 years 5 months  
Class : VIII  
School : Sishya  
Referred by : School  
Assessed by : Savithri Krishnan  
Assessment No. : SAV/473/C/4246  
Date of Assessment : 28.10.2014

**Reasons for Referral:**

Anant Maadhav came for the assessment with his mother. The school has asked for this assessment. They would like to know about his difficulties with main focus on Hindi.

**Concerns:**

- He has been performing below class average in the exams.
- His Second Language is Hindi and he has been failing in the subject. His performance in the subject has been dropping since class VI. In spite of extra tutoring and adequate preparation he is unable to perform in the tests. There is a complete breakdown while writing and he has a difficulty recalling answers while writing.
- In an exam he is better with short and one word answers and avoids detailed answers. He gets agitated while doing the exam and he is unable to perform well. He has a fear for tests and exams.
- He has poor handwriting and finds writing a stressful activity.
- In Math, he takes time to understand certain concepts and is unable to keep what he has learnt in his memory. He forgets, unlearns and needs relearning.
- He has poor attention and his attention is not sustained. He is slow in completing jobs and activities He needs constant prodding to do his home work.
- He is a sensitive child and constantly compares himself with his twin sister and gets upset. He has a low self esteem and needs constant reassurance about his capabilities.
- He has difficulty bringing back instructions from school and is poor in following instructions.

**Background Information:**

- Anant is one among the twins and his twin sister is studying in a different section in the same school.
- Father is a graduate and runs a business, while the mother has a post graduate degree and is a homemaker.
- The baby was delivered by Caesarian section. According to his developmental history his motor milestones and speech were on time. He had stuttering as a child but overcame it. But now the child expresses that when he is anxious he is at a loss for words and tends to stutter.



- The language spoken at home is English.
- His general health is good.
- He has been studying in the same school since Kindergarten.
- As difficulties were seen in lower classes, an assessment was done when he was in class IV. Organization of routine and Occupational Therapy assessment was recommended. He was under remedial instruction for 2 years and took Occupational Therapy for a year and discontinued it due to difficulties in commuting. He continued with a home programme for a few months.
- He is a caring, affectionate and a friendly boy. He interacts well with everyone both at home and in school. He makes and keeps friends and has lot of friends in school. He is kind, generous and compassionate.
- He exhibits excessive inconsistency in his behavior. He is impulsive and lacks self control.
- He is creative and artistic. He is athletic and is good at sprints and has won many prizes in school sports. He has been learning classical music for many years and also plays the Chitra Veena a musical instrument. He plays golf and takes part in tournaments. Many times he is not sure of himself and gives up easily. He is passionate about working on the computer and enjoys playing games on it

## **Assessment Findings:**

### **General Behaviour**

Anant was cooperative and completed all the tasks assigned to him. He was able to speak fluently in English and followed the instructions given. He got restless and kept asking when the testing would get over. He was able to stay focused only for short segments of time. Although he did the activities he was unable to sustain his attention.

### **Reading Ability:**

Anant's reading skills were tested using the Brigance battery of tests.

On the test of single word he read up to the 10<sup>th</sup> Level. He had difficulty reading a couple of words. He read 'laborious' as 'laborus', 'venomous' as 'venomious' and 'abolitionist' as 'abolitonist'. His word attack skills were satisfactory.

On the test of passage reading, he read the 8<sup>th</sup> and 9<sup>th</sup> Grade Level Passages fluently. He also followed the mechanics of reading.

### **Comprehension Ability:**

Anant's comprehension skills were tested using the Brigance Battery of tests.

On the test of reading comprehension he answered the 8<sup>th</sup> and 9<sup>th</sup> Grade Level passages with 80% efficiency. At both levels he had difficulty locating the main idea.

On the test of listening comprehension he scored 100% on both the 8<sup>th</sup> and 9<sup>th</sup> Grade Level passages. He was in a lot of hurry to answer and did not take time to internalize and reason out and this led to errors. Slowing down will help him perform with efficiency. His comprehension levels are satisfactory

### **Subject Comprehension:**

This is normally tested on a lesson from the child's own curriculum. A portion of a lesson on 'Vegetative Propagation', from his Biology text was used. Reading and understanding of the text was good. He was able to answer a few questions orally. Time was given for him to learn. He was reluctant to do the learning but he learnt independently. While answering it was found that he missed out details. While answering a two part question he missed out the second part of the question. Only when the assessor pointed it out he completed it. He did not learn thoroughly and was unable to do detailed learning. He also lacked strategies.

### **Spelling Ability:**

Anant's spelling ability was tested using the Test of Written Spellings – which consists of 2 lists, a predictable list and an unpredictable word list.

- His overall spelling score was at the 73<sup>rd</sup> percentile which showed that he is an efficient speller.

- On the predictable list that had phonetically regular words, he scored at the 74<sup>th</sup> percentile and on the unpredictable list that had phonetically irregular words; he scored at the 70<sup>th</sup> percentile.
- He spelt words with both short and long vowels. He was able to spell many of the multi-syllable words correctly. However some words were spelt wrong due to wrong syllabication- he spelt 'community' as 'communitiy' and 'suffice' as 'sufice'.
- He spelt 'original' as 'orignal', 'nucleus' as 'nucleous' and 'bicycle' as 'bisceyle' and 'requisite' as 'requesite' - visually close but both additions and omissions seen.
- He spelt some of the non- phonetic words phonetically- he spelt 'zealous' as 'zeles' and 'liaison' as 'laysin'

### **Writing Ability:**

#### **Mechanical aspects:**

- Anant is a right handed boy.
- He used the cursive form of writing. There was poor letter formation and improper spacing.
- While copying he missed out words and there were spelling errors.
- On the Zaner Bloser scale, his rate of writing while doing a near point copying activity was a little below class level.
- With speed, the writing became illegible.

**Expressive Aspects:** He was asked to choose a topic and write a paragraph. He had trouble choosing the topic on his own and was reluctant to do the activity. After much coaxing he decided to write on the topic 'My Favourite Sport'. He did not have trouble writing on the topic. The essay was abruptly ended. Run on sentences were seen. The vocabulary used was basic for class level. There were no punctuations used.

### **Mathematical Ability:**

- He knew the basic operations of addition, subtraction, multiplication and division.
- He was able to do the sum on unitary method and find the percentage correctly.
- He had difficulty doing the sum on area and perimeter. He was able to do it only with help.
- He was able to do addition and subtraction of integers.
- He was unable to the sums on Profit and Loss and simple Interest. Although he knew the concept he was unable to find the percentage of Loss.
- The basic concepts in Geometry were clear and he was able to answer the questions related to it correctly.
- He was able to expand the Algebraic identities.

### **Second Language:**

Anant's Second language is Hindi. He read his text with great difficulty. He struggled to read many of the words. He read slowly, word by word and had difficulty differentiating short and long vowels. On a dictation from words from his text he got 4 out of 10 words correct. He had difficulty with words with vowel combinations. He was able to learn a small answer and write on his own. There were spelling errors. On paragraph writing he was able to frame simple sentences. There were both grammatical as well as spelling errors. He lacked adequate vocabulary to frame sentences. His work in the subject was much below class level.

### **Other skills:**

On the test of auditory sequential memory, Anant was asked to repeat some digits called out to him in a forward and backward manner. His test age was 14 years which is above his chronological age indicating good short term memory, working memory and attention to task on hand. This also indicated that when he is focused his output is good.

On the test of visuo motor integration he did not exhibit much difficulty. However, he struggled to draw the 3 dimensional cube. His visual perception was satisfactory, but both motor planning and motor control were fair and this is reflected in the mechanical aspect of his writing.

### Summary:

Anant is a bright child who has the basic skills of reading and spelling. His reading and comprehension abilities are satisfactory and are at class level. He shows impulsiveness while reading and answering which leads to mistakes. His spelling scores indicate efficiency; however he makes spelling errors when he is writing on his own. Mistakes are seen with frequently used words and non-phonetic words. Writing is the main area of concern- both mechanical and expressive aspect of writing. Writing is a stressful activity and difficulties in writing are pronounced. With speed there is a complete breakdown in the mechanical aspect of his writing and it becomes illegible. While writing essays, he uses simple sentences and lacks elaboration. He lacks strategies while learning and fails to grasp all details. He works so fast and due to difficulties to sustain his attention also compounds his difficulties. Anxiety to perform and fear for exams makes it difficult to recall and perform in the exams. These difficulties are affecting his performance in exams. Although he has the basic concepts in Math, there are gaps in his Math learning. He has not internalized many of the topics and is unable to recall them. Math being a cumulative subject it becomes difficult to cope. His work is affected due to inadequate practice. His performance in his Second language Hindi is of concern. He has been failing in the subject and has been unable to cope with the class curriculum in spite of extra tutoring. His school reports show that his performance had been declining and there is a lag that he is unable to bridge due to deficits in both receptive and expressive areas in Hindi and with inadequate vocabulary and difficulties with word retrieval.

### Recommendation:

An occupational Therapy assessment is recommended

A few sessions with a special educator for learning strategies.

The following remedial ideas will help him overcome his difficulties.

- To improve his learning of academics; he would need guidance and support
  - Picking out the points and underlining key words will make it easy for him to learn.
  - Using webs, mind maps and graphic organizers to make learning easier.
  - Encouraging him to answer long questions in points.
- He has the basic and class level concepts in Mathematics. With regular practice and working out question papers, he can improve his performance.
- He would need help with both the mechanical and expressive aspect of his writing.
  - Instruction to be given to improve the mechanical aspect of his writing.
  - Letter formation of some letters to be corrected.
  - Sentence writing strategies should be taught to enable him to write in a structured way
  - Brain storming activities should be used to help him develop ideas relevant to the topic.
  - Expanding sentences with the help of proper usage of adjectives and adverbs.

Considering the areas of difficulties we would recommend the following concessions be given in school tests and exams

- Exemption from learning Second language Hindi.
- Extra time to complete the paper.

Keeping in mind the severe extent of his difficulties in writing, the use of computer can be probed if he has the adequate keyboard skills or can be trained to input within the next year

Parents may feel free to contact us with any clarifications.

For Madras Dyslexia Association



Savithri Krishnan  
Assessor and Special Educator

14.12.19

Requested FOD/PT. to  
tell about what are the  
facilities students would  
~~to~~ have.

Pham

He has to be given  
45 mins extra

Pham

From - Anant. S. Maadhav,  
B Tech Biotechnology,  
SVCE, Sriperumbudur.

Date - 17/12/19

To - THE COE,  
SVCE, Sri perumbudur.

Through -

THE PRINCIPAL

DEPARTMENT OF BIOTECHNOLOGY,  
SVCE

THE HOD,

Sir,

Sub: Extra time with regards to the previous letter sent.

I kindly request that the controller of examinations to give me the  
the option of writing for 45 minutes extra i.e 15 minutes extra

per hour of my examinations for the end semester examinations

Yours Truly

*Atur*

Recommended & forwarded

*dm*  
Mizuk (HOD/Bio)





COE SVCE <coe@svce.ac.in>

**Providing Extra time to Mr. ANANT S MAADHAV - (registration Number : 190201004)**

COE SVCE <coe@svce.ac.in>

Wed, Dec 18, 2019 at 3:21 PM

To: "Chief Superintendent EXAMS [autonomous] COE" <csa@svce.ac.in>, NAKKEERAN E BIO <nakkeeran@svce.ac.in>, RAMESH BABU S MEC <rameshbabu@svce.ac.in>, Hod Mech <hodme@svce.ac.in>, HOD BT <hodbt@svce.ac.in>, MOHANDASS M Mec <mdass@svce.ac.in>, KUMARASWAMY A MEC <kumaraswamy@svce.ac.in>, RAJASEKAR S CHE <srajasekar@svce.ac.in>  
Cc: Principal SVCE <principal@svce.ac.in>, SIVAGAMI S BIO <sivagamis@svce.ac.in>

Dear professors

With reference to the request letter from the above said student (Mr. ANANT S MAADHAV - (registration Number : 190201004)) through Principal, along with the necessary medical records, It is decided that the student would be given an extra time of 45 minutes for all his theory/practical examinations of December 2019 End semester examinations to empower the above candidate at the DECEMBER 2019 Examinations.


Hence The Chief superintendent of 19OS Examinations is requested to act accordingly.

Thank you.

With Kind regards

Dr.K.Pitchandi, M.E., PhD.  
Controller of Examinations  
Sri Venkateswara College of Engineering  
Sriperumbudur - 602 117  
Mobile : 9445218415; 9629745385  
Phone: 044 - 27152000, Ext : 600

copy: To

HOD / BT / HOD- ME / Exam cell  
pr. do the needful.  
  
18/12/19

21/12/20

FROM

Dr. P.K. PRAVEEN KUMAR  
ASSO. PROF & FACULTY ADVISOR, B.TECH (2019 - 13 BATCH)  
DEPARTMENT OF BIOTECH,  
SVCE, SRIPERUMBUDUR - 602117.

TO

THE COE  
SVCE, SRIPERUMBUDUR - 602117.

THROUGH

THE HOD I/C.  
DEPARTMENT OF BIOTECH,  
SVCE, SRIPERUMBUDUR - 602117.

Permitted to use extra  
time of 45 minutes for  
all his theory/practical  
examinations of December  
2020 End Semester  
examinations to empower  
the above candidate at  
December 2020 End sem  
Examinations.

Respected Sir,

SUB: Request to consider a III sem, B.Tech (BIO) student for extra time in end semester exams - reg.

Hammer  
23/12/2020

Mr. Anant S Madhav (Univ. Reg No: 190201004), an III semester, B.Tech (BIO) student has been suffering from Dyslexia from school days. He also got extra time of 45 minutes after usual 3 hours for the past 2 end semester examinations. I kindly request you to consider the same for the end semester exams upto VIII semester of his B.Tech program. Enclosed a document proof of medical certificate along with this letter for your reference.

Thanking you,

Yours Sincerely,

P.K. Praveen  
21/12/20

Dr. P.K. Praveen Kumar

Recommended  
& forwarded

21/12/2020 To

Ms. S. Sivagami

Madam, please send the  
photocopy to the department  
to communicate the  
same to the student

To

21/12/18

COE. , SVCE.

Regarding S. Arun 1st Yr EEE  
student SVCE, I came to  
understand that the above  
student is weak records  
done earlier mentions that he  
is a physically challenged boy  
at to my knowledge I find  
that he is able to write  
on his own slowly. Hence  
he may be allowed extra time  
as per norms. (exam ch.)

MARY JEEVAMUDHA, M.B.B.S., D.H.  
A. Raj  
MEDICAL OFFICER  
TCSWARA COLLEGE OF ENGG  
TATAI 601

11.10.18

S. Arun,  
EEE 1<sup>st</sup> Year,  
Sri Venkateswara College of Engineering,  
Siperumbudur.

11<sup>th</sup> October 2018.

The Principal,  
Sri Venkateswara College of Engineering,  
Siperumbudur.

Through HOD EE

Respected Sir,

Based on Medical Officer  
Recommendation and as per the  
norms of COE/SVCE, he is  
permitted to write the exam on his  
own with 30 minutes extra time.

Sub: Requisition for permission to write exam AOE.  
through Scribe.

As I am physically challenged I cannot  
write exams, I request for permission to  
write exams through a scribe. I have  
attached the necessary certificates for your  
reference. kindly request accept my request.

Thank You,

Yours faithfully,  
S. Arun,

To,  
COE  
Sir,

He has joined this year  
(2018-19) through Counseling AU.  
He needs to write CAT and  
end semester exams thro'  
scribe during the coming  
years. (4 years)

KR. Sarth  
11.10.18  
(HOD, EE)


P.T.O. DR. A. HARY JEEVAMUDHA  
SVCE MEDICAL OFFICER

Urgent


HOD-EE To: COE/A2/Asst. Dean - Exams  
Asst. Dean - Exams  
COE: pl ascertain the degree  
of disability and  
plan for a scribe  
if needed as per  
norms of the  
College.

J. Ganesh  
11/10/18

- ① Certificate No VIII - A panel of doctors signed the blank form.
- ② Anna University Medical certificate shows a tick mark on physically challenged:
- ③ Subsidy form
- ④ Disability Certificate given at the age of 6 years  
 ^  
 Diagnosis not clear for which I requested the student to submit original records of his disability for which he has not shown so far after repeated talking COE may take necessary action.

A. Mary Jeevamudha  
 30/11/18  
 DR. A. MARY JEEVAMUDHA, M.B.B.S., D.M.  
 REG. No. 37760  
 MEDICAL OFFICER  
 SRI VENKATESWARA COLLEGE OF ENGG.  
 PERIALUR, IRUNGATTURKOTTAI - 602 117

As advised by the Medical Officer, student is advised to produce the documents which are available with him. Based on the recommendation by the medical officer, final decision will be taken.

  
 30/11/2018  
 (Dr. M. Pramo Aravind / ACOE)



**CERTIFICATE No. VIII**

Name of the applicant: S. ARUN

Application No. 16912651

**Medical Certificate for Multiple Disability (TO BE ISSUED BY THE DISTRICT MEDICAL BOARD)**

Certified, that the District Medical Board of Nagapattinam (City) have this 13.06.2018 day of 13.06 2018 examined the candidate whose particulars are given below.

1. Name of the candidate: S. ARUN
2. Father's Name: A. SEKAR
3. Sex: MALE
4. Approximate Age: 18
5. Identification marks:
  1. A Black mole in upper lip
  2. A scar on left eye above



6. He/she is a Case of **Multiple Disability**. His/her extent of permanent physical impairment considered for the disabilities ticked below, and shown against the relevant disability in the table below.

Sl. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment / Mental Disability (in %)
1.	Locomotor Disability	Left/Right/both arms Left/Right/both legs		
2.	Low Vision	Single eye / both eyes		
3.	Blindness	Both eyes		
4.	Hearing Impaired	Left/Right/both ears		
5.	Mental Retardation			
6.	Mental Illness			
7.	Other Specified Disabilities			

7. Extent of overall permanent physical impairment in percentage ..... % (in words ..... %).

8. This condition is progressive / non-progressive / likely to improve / not likely to improve\*

9. Whether the candidate is eligible for consideration under Differently Abled Persons quota

Yes / No

10. Whether the candidate is physically and mentally fit to be considered for admission

Yes / No

in Engineering College / Technical Institution

(if No please specify reasons)

Signature of the applicant: S. ARUN

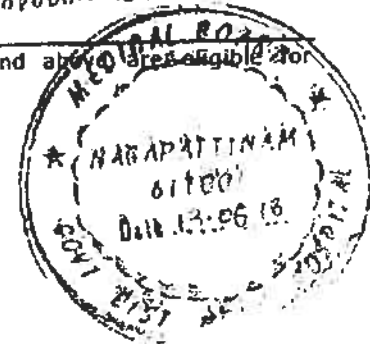
*[Signature]*  
Member  
[Signature and Seal]  
Member  
Medical Board,  
Govt. Dist. Hrs. Hospital,  
Nagapattinam 611 001

*[Signature]*  
Member 2  
[Signature and Seal]  
Member  
Medical Board,  
Govt. Dist. Hrs. Hospital,  
Nagapattinam 611 001

*[Signature]*  
Chairman  
[Signature and Seal]  
Chairman  
Medical Board,  
Govt. Dist. Hrs. Hospital,  
Nagapattinam 611 001

\*Strike out whichever is not applicable.

Note: Candidates with permanent Physical Impairment 40 % and above are eligible for consideration under reserved quota.





**MEDICAL FITNESS CERTIFICATE**  
**HEALTH CENTRE, ANNA UNIVERSITY, CHENNAI - 600 025.**  
 (For Students of U.G. & P.G. Admission)



2

Certificate No: N 16775

Medical Fitness Certificate Fee : Rs. 200/-

TNEA Application No: 169265

Name: S. ARUN

Gender ☒ M ☐ F

College in which admitted: SRI VENKATESWARA College of Eng Date of Birth: 10.05.2000

Indicate your response by ticking (✓) appropriate one

1. Do you have any minor or major complaint? Yes / No ☒ No  
 If Yes, describe .....
2. Are you allergic to any medicine or any others? Yes / No ☒ No  
 If Yes, describe .....
3. Have you ever had any operation or been advised any operation? Yes / No ☒ No  
 If Yes, describe .....
4. Are you Physically Challenged? Yes / No ☒ No  
 If Yes, Indicate : Visual / Hearing / Orthopedic

I declare that the above information are true to the best of my knowledge.

S. ARUN  
 Signature of the Candidate

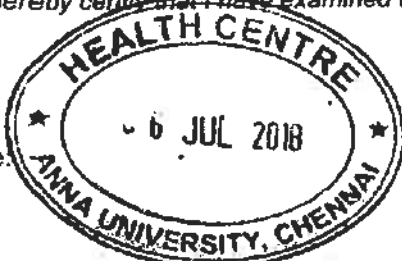
**OFFICE USE ONLY**

- I General Examination : Height: 164 cms Weight: 59 Kgs  
 Insp: 88 cms Exp: 84 cms Resp. Rate: 18 /min  
 B.P. 130/80 mm Hg Pulse: 80 /min
- II Blood Group & Rh type : O Positive
- III Personal marks of identification : 1. A mole on R hand  
 2. A scar on R eyebrow
- IV C.V.S. :
- V Respiratory System :
- VI G.I. System :
- VII C.N.S. :
- VIII Musculoskeletal System :
- X Examination of Eyes :
- XI E.N.T / Dental / Skin :
- XII Urinary System :
- XIII Remarks : Nil

I do hereby certify that I have examined the above candidate. He/She is fit to join the above mentioned course.

Date:

Place:



Dr. R  
**MEDICAL OFFICER**  
 HEALTH CENTRE  
 (Main Campus)  
 ANNA UNIVERSITY

By movement  
 Difficulty  
 walking



தமிழ்நாடு அரசு  
GOVERNMENT OF TAMIL NADU

உதவிகள் பதிவுப் புத்தகம்  
PASS BOOK

வழங்கும் அதிகாரம்

தமிழ்நாடு அரசு

Issuing Authority

Government of Tamil Nadu



மாநிலத் திருவிளக்குத் தலைவரின்  
பதிவு எண்: 1559, தலை: 157.15

மாநில குறியீடு State Code	மாநிலத்தின் பெயர் Name of the District	அனாதைத் தகவல் Disability Code	அடையாளம் எண் Identify Card No
TN	NGP	CP	15577

குறிப்பு:

இந்த அடையாள அட்டைக்குரியவர் மாநில அரசு, மாநில அரசு, அரசு சார்பற்ற மற்றும் உட்காட்சி திட்டங்களாக வரங்கப்படும் உதவிகள் ஏற்கக்கூடியவராக அங்கீகரிக்கப்படும். உட்காட்சி/அறிவுரைகளுக்காகப் பெறத் தகுதியுடையவராகத் தவறான வழியிலேயே அங்கீகரிக்கப்பட்டுள்ள அனாதைத் தகவல் ஏற்கக்கூடியவராகப் பெறாதது. பெற முயற்சித்தல் தண்டனைக்குரியது ஆகும். மீறினால் கிராமத்தைச் சேர்ந்த தண்டனை அல்லது ரூபாய் கிராமத்திலும் அல்லாததும் அல்லது கிராமம் போன்றதோ தண்டனையாக வழங்கப்படும்.

Instruction

The holder of the Identify Card for Person with Disabilities is eligible to claim concessions / benefits provided by Central Government, State Government Statutory Bodies and Other Local authorities in accordance with the Act / Rules Instructions issued by these authorities from time to time.

Whoever fraudulently avails or attempts it avail any benefit meant for persons with disabilities, Shall be punishable with imprisonment for a term, which may extend to two years or with fine which may extend to twenty thousand rupees or with both.

1

3

வழங்கப்பட்ட தேதி  
Date of Issue:

வருவதற்கு வரலாம்  
Valid up to:

(18 வயதிற்கு கீழ் அனாதைகளுக்கு மட்டும்)  
(Only for Children below 18 Years of age)

1. பெயர்  
Name: D. அனாசன்

2. தந்தை/ தாய்/காவலாளர் பெயர்  
Father/Mother/Guardian Name: A. சேகர்

3. பிறந்த தேதி மற்றும் வயது  
Date of Birth & Age: 06

4. பாலினம்  
Sex: Male

5. சமூகம்  
Community: SC/ST/BC/MBC and D.C/ Others

Sub - Caste: சித்தி - திராவிடர்

6. முகவரி (தொலைபேசி எண்ணுடன்)  
Address (With Telephone No): 043-0000000

7. இரத்தத்தின் குழு  
Blood Group: B+

8. கல்வியறிவு/தொழில்நுட்ப/பொருத்தியல்  
Educational Qualification/Vocational/Professional

9. குடும்ப வருமானம் (ரூபாய்)  
Family income (PA): 7,200

10. தொழில்  
Occupation: 2 விவசாயம்

11. வேலை வாய்ப்பு அலுவலகத்தில் பதிவு செய்யப்பட்டுள்ளதா?  
Whether Registered in Employment? ஆம்/இல்லை Yes/No

12. மாநில வேலை வாய்ப்பு அலுவலகம்  
District Employment Office

வாழ்க்கை தொழில் மறுவாழ்வு மையம்  
Vocational Rehabilitation Centre (VRC)

பதிவு எண்  
Reg.No.

நாள்  
Date

13. அடையாள அட்டைகள் (i) 8 லின் 25 லுமின் மசீட்டு  
Identification Marks (ii) குறியிடப்பட்டிருக்கிறது

14. அனாதைத் தகவல்  
Nature of Disability: CP

15. அனாதைத் தகவல் / சதவீதம்  
Degree/Percentage of Disability: 20% / 20%

16. மருத்துவச் சான்று வழங்கியது/ வழங்கியவர்  
Medical Certificate issued by

(அ) மருத்துவக் குழு  
a) Medical Board

(ஆ) வழங்கிய நாள்  
b) Date of Issue: 21.1.07

அட்டை வைத்திருப்பவரின் கையொப்பம்/ கையொப்பம் பெறுவதற்கு  
Signature/Thumb impress of card holder

மாநில வேலை வாய்ப்பு அலுவலர்  
District Rehabilitation Officer with Seal

உணர்ச்சி சார்ந்த  
Disability Certificate

மருத்துவமனை / நிறுவனத்தின் பெயர் மற்றும்  
முகவரி  
Name & Address of the institute / Hospital Issuing the Certificate  
Certificate No. CP 15577  
Date

உணர்ச்சிசார்ந்த மருத்துவ சார்ந்த  
Certificate for the Persons with Disabilities

திரு/திருமதி/பெயர்  
த. பெ./க. பெ. ச. அருண் வயது 6  
ஆண்/பெண் பதிவு எண் இவர்  
பாடுபட்டிருப்பது / உடல் உணர்ச்சி / பேச்சு திறன் / செவித்திறன்  
குறையுமையால். சதவீதம் (%) உணர்ச்சியால்.

This is to Certify that Shri/Smt/Sevi.....  
Son/wife/daughter of  
Shri.....  
Age.....old male/female, Registration No.....is  
a case of.....  
He/She is physically deisable / visual diabled / speech & hearing  
disabled and has.....% (.....percent)  
permanent (physical impairment / visual impairment / speech &  
Hearing Impairment) In relation to his/her.....

குறிப்பு  
Note

1. உணர்ச்சி தன்மை முன்னேற்றம் அடையக்கூடியது / முன்னேற்றம் அடைய  
முடியாதது / குறைமடையக் கூடியது / குறைமடைய முடியாதது

This condition is progressive / non-progressive / likely to  
improve / not likely to improve\*

2. மாதங்கள் / ஆண்டுகளுக்கும் பிறகு மறு மதிப்பீடு செய்ய  
பரிந்துரைக்கப்படாது / பரிந்துரைக்கப்படக்கூடாது.

Re-assessment is not recommended / is recommended after a  
period of ..... months / years\*

\* பொருத்தமற்றதை அடிக்கவும்.

\* Strikeout which is not applicable

கையொப்பம்  
(மருத்துவர்)  
(முத்திரையுடன்)  
(DOCTOR)  
Seal

கையொப்பம்  
(மருத்துவர்)  
(முத்திரையுடன்)  
(DOCTOR)  
Seal

கையொப்பம்  
(மருத்துவர்)  
(முத்திரையுடன்)  
(DOCTOR)  
Seal

PERSONS WITH DISABILITIES  
உணர்ச்சிசார்ந்த மருத்துவ சார்ந்த  
Signature / Thumb impression of the Patient

மருத்துவக் கண்காணிப்பாளர் / தலைமை  
மருத்துவ அறுவரை மருத்துவமனைத்  
தலைவரின் கையொப்பம்  
Countersigned by the Medical  
Superintendent / CMO / Head of  
Hospital (with seal)



Superintendent  
Govt. Dist Head Qrs Hospital  
NAGAPATTINAM.

Dt:17/Dec/2018

m

Dr. S. Ilaiyavel  
Associate Professor,  
Department of Mechanical Engineering  
Sri Venkateswara College of Engineering  
Sriperumbadur - 602117

To

The Principal,  
Sri Venkateswara College of Engineering  
Sriperumbadur - 602117

To: CoE-SVCE  
Request shall be  
considered as per  
norms  
20  
18/12

Through

The Head of the Department  
Department of Mechanical Engineering  
Sri Venkateswara College of Engineering  
Sriperumbadur - 602117

Respected Sir,

Sub: Permission to write exam with scribe for MS by Research scholar Mr. S.C.  
Atul(Reg No:18142987102) -Reg;

My scholar had met with an accident and had injured his right thumb. This has totally restricted his right thumb movement due to which he is not in a position to write the exams on his own. Therefore I request your permission for permitting him to write the exams with the help of a scribe.

The exam details are given below.

Course Code	Course Title	Credits	Core Course/ Elective
MA18182	Advanced Numerical Methods	4	Core Course
MS18003	Digital Manufacturing	3	Core Course
BY18003 MS 18182	Pharmaceutical Biotechnology <sup>Dr. S. Ilaiyavel</sup>	3	Elective
BY18102	Computational Systems Biology	4	Core Course

Yours Sincerely

*S. S. Ilaiyavel*  
Dr. S. Ilaiyavel

EnCl: Medical Certificate

Forwarded to <sup>the</sup> principal for  
Consideration & approval.

*Ramunth*  
18/12/18



Chennai - 3  
08-12-2018

MEDICAL CERTIFICATE

This is to certify that S.C. ATUL, Postgraduate student in Sri Venkateswara Engineering College, Sri Perumbudhur, R/o, crush Injury Right Thumb and he is advised to take rest for 30 days from 03/12/2018.

*Dr. S. G. G. G. G.*  
8/12/18  
Dr. S. G. G. G. G.  
Associate Prof. of Medicine  
Reg No: 119292  
DEPARTMENT OF GENERAL MEDICINE  
TAMILNADU DENTAL COLLEGE AND HOSPITAL  
CHENNAI-600 003

## KAMALALAKSHMI L.M.

D.48, Plot no 14/1,  
Amman koil street, Rajive Gandhi nagar,  
Velachery (w),  
Chennai-42.  
Mobile no: 9842973409, 8667205092  
Email: Kamalalakshmi89@gmail.com

### SYNOPSIS

- ☐ An incisive professional with over 5 years of experience in Telecom industry and Process Operations.
- ☐ Proficient in recommending procedures with proven ability to achieve customer queries and enhance the overall efficiency of the organization.
- ☐ Proven track record of establishing and restructuring systems/ procedures, thereby contributing in a major way towards augmented growth and profitability levels.
- ☐ Excellent interpersonal, communication and organizational skills with abilities in team management & customer relationship management.

### Professional Summary:

I had 5 years experience in customer service and help desk and also back-end process in Telecom Industry. Tech-support professional skilled in troubleshooting, analyzing and resolving complex technical problems, utilizing advanced resolution procedures in call centers as field support and help-desk departments.

### Key Skills:

- Outstanding analytical, problem-solving, and troubleshooting ability.
- Superior communication (oral and written), customer service and interpersonal skills.
- Both independent and team worker, as required.
- MS Office proficiency and tracking-software familiarity.
- Ability to multi-task and prioritize effectively.
- Poised and patient when dealing with clients.

### Job profile:

*Senior Customer care Executive, Firstsource Pvt ltd., Trichy, Tamilnadu  
June 2009-Dec 2011*

Being a customer care executive, my job involves:

### *Customer Support-Firstsource pvt.ltd:*

Being a customer care executive first I join as a executive to handle the ROTN (Rest of Chennai) customers, then after 1yr I promoted as to Senior Customer care executive to handle (Chennai Prepaid customers).

- Managing customer service operations for rendering and achieving quality services
- Responsible for resolving customer complaints on performance bottlenecks
- Providing value added customer services by attending customer queries and issues.

- Monitoring the post service activities like follow up with the customers, service reminders and handling customer grievances for superior customer service.
- On the call, Performing the CRM (Customer relationship management), this helps to collect the complete customer history.
- Tagged all customer queries, to analysis the customer problem.
- Training / supporting new employees
- Handling of Team in absence of Team Leader
- Making suggestions for improving procedures and processes
- To satisfy the Customer ,by resolving their queries in a immediate manner, while CSAT (Customer Satisfaction)

**Hr Recruiter- Izee Manpower Consultancy:**  
**Feb 2014 to Oct 2014**

- Work closely with Hiring Managers to develop position profile and to understand overall needs and requirements. (Description, salary, timing, expectations, etc)
- Create a comprehensive job description based on hiring manager specifications to be used to present to candidates and to post to job boards and internal gateways
- Work with Sourcing Analyst to develop appropriate sourcing strategies for each role
- Educate client on the recruiting process and the roles involved in the process
- . With use of Enterprise applicant tracking technology and innovative recruiting tools, review and select candidates to move forward from the slate presented by sourcing efforts, determine and instruct next course of action.
- Develop and Manage strong consultative relationships with hiring managers and candidates.
- Solicit and document hiring manager and candidate feedback throughout the interview process.
- Disposition all candidates personally contacted in recruiting cycle (phone screen or higher manager interview)

**Process Executive—Vibrant Screen Pvt. Ltd:**  
**Jan 2015-Aug 2015**

- Verification of academic credentials;
- Verification of prior employment including position, longevity, salary, and job performance, sometimes tracing back ten years or to the three prior positions;
- discussions with business, professional, and personal references and verification of letters of recommendation;
- Drug screens and occasionally, physical exams;
- Testing to confirm skills and knowledge;
- Internet search, on the candidate's name, especially at Google.com to confirm an individual's claims about their jobs, performance, awards, and more;
- Criminal background checks, especially for accounting and finance professionals, credit checks.

**IT Recruiter—Vagus Technologies, Trichy:**  
**Oct 2015-Oct 2016**

- Identify. Sourcing and uncovering candidates
- Screen. Ascertaining the competence of candidates against a technical job description
- Working for Gulf countries in various IT profiles. Interviewing, Scheduling interview through Skype.
- Following up. Keep your candidates in the loop. This goes a long way to build your credibility and keep your candidates either coming back to you or sending referrals to you. Read my article on following up with candidates and also why candidates are rude to their recruiters

**Awards:**

- Good Performer, Continuously achieved every month target.
- Excellent consultative and caring service to the professionals that we work for.
- Co-ordination and screening the candidates.

#### **Areas of Exposure**

##### ***Customer Support***

- Managing customer service operations for rendering and achieving quality services
- Responsible for resolving customer complaints on performance bottlenecks
- Providing value added customer services by attending customer queries and issues.
- Monitoring the post service activities like follow up with the customers, service reminders and handling customer grievances for superior customer service.

##### **Awards:**

- Customer satisfaction award in Firstsource Pvt. Ltd.
- Awarded Wall of Fame for consistently outstanding performance in the Team.

#### **ACADEMIC**

**2009 to 2011:** Master of Business Administration (Human resource) from Bharathidhasan University, Trichy, Tamilnadu with 63%

**2006 to 2009:** Bachelor of Computer Science from Cauvery College for women Bharathidhasan University, Trichy, Tamilnadu with 85%

**2006:** HSC in Methodist girl's higher secondary school, Trichy, Tamilnadu with 65%

**2004:** SSLC in Methodist girl's higher secondary school, Trichy, Tamilnadu with 82%

#### **IT SKILLS**

MS Office applications (Excel, Word, PowerPoint, Ms Access).

#### **PERSONEL INFORMATION**

<b>Date of Birth</b>	<b>: May 12, 1989</b>
<b>Mobile No</b>	<b>: 91-9842973409</b>
<b>Nationality</b>	<b>: Indian</b>
<b>Languages Known</b>	<b>: English, Tamil - Read, Write &amp; Speak</b>

#### **DECLARATION**

I do herby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

Place: Trichy  
Date:

Yours Sincerely,  
Kamalalakshmi .L.M

20.12.18

Chennai

FROM

SC ATUL, 18142987102

MS BY RESEARCH

SVCE

SRI PERAMBADUR - 602117

TO

THE CONTROLLER OF EXAM

SVCE

SRI PERAMBADUR - 602117

Respected Sir,

Sub: Request to write the examination  
using a scribe.

As I met with an accident on 2<sup>nd</sup> Dec. 2018,  
my right thumb was crushed. I am not  
able to use the same so I request you  
to kindly allow Ms. KAMALA <sup>LAKSHMI</sup> to be my  
scribe who is compatible with writing the exam.  
Thanking you,

Yours faithfully

Sc Atul.



Draft

**Sri Venkateswara College of Engineering**  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Post Bag No.1, Pennalur, Sriperumbudur Tk. – 602117

**Office of the Controller of Examinations**

**Dr. K. Pitchandi, M.E., Ph.D.**  
Controller of Examinations

Ref No. SVCE/CoE/Scribe/2018-19/OS

Date: December 20, 2018

**ORDER**

To

Ms.L.M.Kamala Lakshmi  
Junior Assistant  
Dept. of Computer Science & Engineering  
Sri Venkateswara College of Engineering  
Sriperumbudur

Dear Madam

Sub.: Appointment of Scribe – regarding.

Ref.: Letter of request from Mr.S.C.Atul (Regn. No.18142987102), MS Research scholar dated 19.12.2018

With reference to the above letter of requisition and medical certificate from the Research scholar, and as recommended by his guide, Dr.S.Ilayavel, Associate Professor, Department of Mechanical Engineering of this Institution, you are advised to act as a Scribe for him during his examinations in 2018-19 Odd Semester, as per the schedule he submitted to this office.

  
Controller of Examinations

26.12.18  
Chennai

FROM

SC ATUL , 18142987102.

MS By RESEARCH

SVCE

SRIPERAMBADUR - 602117

TO

THE CONTROLLER OF EXAMINATION

SVCE

SRIPERAMBADUR 602117.

Respected Sir,

Sub: Request to Write the Examination  
using a scribe .

As, I met with an accident on 2<sup>nd</sup> Dec 2018,  
my right hand thumb was crushed and  
so I am unable to write the exams,  
myself. So I request your goodself  
to kindly allow me to use the scribe -  
Ms. K.T. VAISHNAVI, who is compatible with  
writing the exam. Thanking you,

yours truly,  
S.C. Atul .

# K.T. VAISHNAVI

14 Medavakam Tank Road, Aynavaram  
Chennai – 600012 | 2010sashok@gmail.com | +91 988 40 69565

**OBJECTIVE** | To encourage creativity and higher-order thinking in a way that increases student performance and motivate them to achieve 100%

**SKILLS & ABILITIES** | Working proficiency in power point presentations, MS word, MS Excel.

**EXPERIENCE** | **TRAINED GRADUATE TEACHER, KOLA PERUMAL**  
1997-2018

Have attended several workshops organized by various prestigious national and international bodies.

Recently attended skill for adolescence workshop organized by lions quest

**EDUCATION** | **PACHAYAPPAS COLLEGE, CHENNAI**  
M.A., M. PHIL  
**LADY WELLINGTON, CHENNAI**  
B. ED.

**COMMUNICATION** | Delivered expert oration at Shakti Vidyalaya, Tiruttani in social science  
Visited several schools as subject expert in Tamil Nadu and Karnataka.

**LEADERSHIP** | Assistant Head Examiner 2017 for AISSE Social Science

**REFERENCES** | **L. NEELAKANTA PILLAI, DIRECTOR**  
VAISHNAV GROUP OF SCHOOLS  
044-2363 1819

*Vaishnavi K7*  
*28/12*

02-01-2019

From

S. C. Atul

18 142987102

Ms By Research

Mechanical Engineering,

S.V.C.E.,

Sri Perambalur - 602117.

To

The Controller of Examination,

S.V.C.E.,

Sri Perambalur - 602117.

Respected Sir,

Subject : Requesting permission to allow my scribe to write my Examination.

I had met with an accident on 02 December, 2018, where I injured my right thumb and I'm unable to write. kindly permit Ms. Vidhya Kannan M to be my scribe for today's exam. She is compatible with me. Her Resume is attached for your reference.

Thank You

Yours Truly,  
Atul. S C

S. C. Atul

## **RESUME**

### ***M. Vidhya Kanna***

<b>D.O.B</b>	29 <sup>th</sup> October 1996
<b>Age</b>	21 years
<b>Father's name</b>	K. Mohan
<b>Mother's name</b>	Lakshmi Mohan
<b>Residential address</b>	3/2, 3 <sup>rd</sup> Cross Street (east), Shenoy nagar, Chennai – 600030.
<b>Nationality</b>	Indian
<b>Languages known</b>	English and Tamil
<b>Contact number</b>	9884295182
<b>Email ID</b>	vidhyakanna1996@gmail.com

#### **Educational qualification:**

- *Completed 12<sup>th</sup> STD (80%) at Maharishi Vidya Mandir, Chennai. 2013-2014.*
- *Completed 10<sup>th</sup> STD (7.4 GPA) at Maharishi Vidya Mandir, Chennai. 2010-2011.*
- *Completed B.Sc in Psychology from Women's Christian College, with GPA of (6.2). 2014-2017.*
- *Currently pursuing M.sc in Applied Psychology specializing in Organizational Behaviour at Women's Christian College, Chennai.*

#### **Additional courses:**

- *Received Diploma in Basic Graphology approved by International Graphology Research and Penetgraphers Educational Society, 2015.*

#### **Internships and Volunteering:**

- *Co-ordinator of "The Young Indians" (2016-2017), hosted a fund raiser event "Game Changers 2017" inviting corporate employees to participate.*

**One month internships:**

- Worked as an intern at The Banyan (September, 2017)
- Worked as an HR intern at Vijaya groups of Hospitals, Vadapalani. (May, 2018).

**Research papers and workshops attended:**

- Presented a paper on "gender difference in same sex friendship" in an International Conference on Gender Dynamics: Evolving Synergies at women's Christian college.
- Presented a paper on "Resilience and Emotional Intelligence among women leaders" in an International Conference on Emerging Trends in Psychology at University of Madras.
- Participated in a workshop on "An Introduction to Expressive Arts Therapy" facilitated by Jennie Kristel R.E.A.T Vermont, USA at Women's Christian College. (22<sup>nd</sup> to 24<sup>th</sup> February, 2016).
- Participated in a 2-day workshop on gender based violence and creating experiential art at Women's Christian college.
- Participated in a workshop on Corporate Interviewing Skills Enhancement, organized by Element H Psychological Support Services on 14<sup>th</sup> October, 2017.

**Extra-curricular activities**

- Dancing, singing, Badminton, Throwball.

**Technical skills:**

- MS- Excel
- MS- Powerpoint
- MS- Word

**Other Skills:**

- Communication (written & Verbal)
- Analytical Thinking and Research
- Leadership
- Teamwork
- Adaptability
- Time management

Vidhya Kaana M  
Vidhyka





**VIDHYA KANNA M**  
**M.Sc. Applied Psychology**

**DOB : 29-10-1996**

**2017-2019**

**PRINCIPAL**

**Emergency Contact :**  
**28275926 / 28276798**

**Women's Christian College**  
**51, College Road,**  
**Chennai 600006, South India.**



**17COB19**



# Sri Venkateswara College of Engineering

(An Autonomous Institution, Affiliated to Anna University, Chennai)



End Semester Examination - DECEMBER-18

## HALL TICKET

Register No. : 18142987102

Name : ATUL SC

Batch : 2018-2019

Course: Ph.D

FN : 9.30 A.M to 12.30 P.M, AN : 1.30 P.M to 4.30 P.M

SNo.	Date	Session	Sub Code	Subject Name
1	21-12-2018	FN	MA18182	Advanced Numerical Methods
2	26-12-2018	FN	BY18102	Computational Systems Biology
3	31-12-2018	FN	BY18105 BY18003	Pharmaceutical Biotechnology
4	02-01-2019	FN	MS18003	Digital Manufacturing

Signature of the Student

Principal

Controller of Examinations



### INSTRUCTIONS TO THE STUDENT

1. Admission to the Examination is provisional.
2. The Hall Ticket is issued subject to the student satisfying the attendance and other requirements as per rules, Regulations and Instructions by the college from time to time. If later, it is found that the student fails to comply with the above requirements, the examinations written by the student will be treated as cancelled.
3. A seat marked with Registration number will be provided to each student. He/ She has to occupy the allotted seat at least 20 minutes before the commencement of the examination. Student/s shall not be allowed to occupy a seat other than the seat allotted to him/her.
4. Normally, the Student will not be permitted to enter the hall after the commencement of the examination. Only under extraordinary circumstances, the students will be permitted during the first thirty minutes of the examination after obtaining the written permission from the Principal / CoE. Under any circumstances, the Student shall not be permitted to enter the hall after the first thirty minutes.
5. Student shall not be allowed to leave the examination hall before the 150 minutes from the commencement of examination. The student who leaves the examination hall during the period allotted for a paper will not be allowed to re-enter the hall within that period.
6. Students who suffer from infectious diseases of any kind shall not be admitted to the examination hall.
7. Strict silence should be maintained in the examination hall.
8. Student is required to bring his/her own pens, pencils, erasers and other stationery items. Student should use only blue or black ink while answering his/her papers.
9. Before proceeding to answer the paper, the student should write his/her registration number, semester, subject and date of the examination at the appropriate space provided in the first page & last page of the answer book and nowhere else in the answer book or in any additional attachment like drawing sheet, charts etc.
10. If a student writes his/her registration number on any part of the answer book/ sheets other than the one provided for it or makes any special markings or writes anything which may disclose, in any way, the identity of the Student, he/she will render himself/ herself liable for disciplinary action.
11. Writing of wrong registration number in the answer book will entail rejection of the answer book.
12. Students are not allowed to exceed the prescribed time assigned to each paper.
13. Students shall not talk/ ask questions of any kind during the examination.
14. Students shall not carry any written / printed matter, any paper material, cell phones, pen drives, tablets, programmable calculators, any unauthorized data sheets / tables into the examination hall, and, if anything is found in his/her possession, he/she shall be liable for disciplinary action.
15. No Student shall pass any part or whole of answer papers or question papers to any other student. No student shall allow another student to copy from his/her answer paper or copy from the answer paper of another student. If found committing such malpractice, the students involved shall be liable for disciplinary action.
16. Students found guilty of adopting unfair means of any nature shall be liable for disciplinary action.
17. Students will have to handover the answer book to the Invigilator / Chief Superintendent before leaving the examination hall.
18. Students should produce the hall ticket on demand by the Invigilator / Chief Superintendent / Squad members.
19. Students shall not write anything in the Hall Ticket.
20. Students shall write only the Registration number in the space provided in the question paper. Any other writings in the Question Paper is prohibited and punishable.

**जमा पर्ची / DEPOSIT / PAY IN SLIP**



**भारतीय बैंक**  
**Indian Bank**

शाखा / Branch Supermarket

दिनांक २०/१२/२०१८

प्राप्तकर्ता / सीए / ओडी / सीसी / टीएल / डीएल खाता सं / क्रेडिट कार्ड सं

SEB/CA/OD/CC/RD/TL/DL A/c No./Credit Card No.

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Page 12

disposal

अधिकारी / अधिकार / अनुसूच्यल्लुओ



# Bhavani Construction

PAN No. AAIPY6077H  
GSTIN : 33AAIPY6077H1Z7

Date  
19.04.2021

GST No: 33AAIPY6077H1Z7

To  
The Secretary,  
Sri Venkateswara College of Engineering  
Pennalore,  
Sriperumbudur.

Respected Sir,

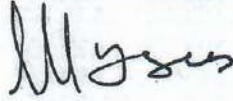
Sub: ~~BILL~~ For Supply of Issued Civil Labours and Materials at  
Sri Venkateswara College of Engineering,  
Sri Perumbudur - Reg.

We are Here with Submitting ~~BILL~~ for Engaging Mason, Helper, Furn. Carpenders  
Helpers, Painters With Construction Mateials, Etc.,  
from 01/12/2020 to 31/03/2021 as per your Requirements for a sum of Rs.2,09,763.00 /-  
(Rupees Two Lakhs Nine Thousand Seven Hundred and Sixty Three Only)

We request you to kindly arrange to make payment for this ~~BILL~~ at your earliest  
convenience.

Thanking you,

Yours faithfully,  
For BHAVANI CONSTRUCTION



PROPRIETOR.  
Encl: As above.

# Bhavani Construction

GST No: 33AAIPY6077H1Z7

PAN No. AAIPY6077H

01.12.2020 to 31.03.2021

Date

GSTIN : 33AAIPY6077H1Z7

Civil Labour and Consturction Materials Issue Of SVCE College Work

Date	Day	Mason Nos	Helper Nos	Frun. Carp Nos	Helper Nos	Cement Bags	Sand Cft	Bricks Nos	Jally Cft	Chips Cft	Steel
01.12.2020	Tuesday	-	-	-	-	-	-	-	-	-	-
02.12.2020	Wednesday	-	-	-	-	-	-	-	-	-	-
03.12.2020	Thursday	-	-	-	-	-	-	-	-	-	-
04.12.2020	Friday	-	-	-	-	-	-	-	-	-	-
05.12.2020	Saturday	-	-	-	-	-	-	-	-	-	-
06.12.2020	Sunday	-	-	-	-	-	-	-	-	-	-
07.12.2020	Monday	0.5	0.5	-	-	-	-	-	-	-	-
08.12.2020	Tuesday	-	-	-	-	-	-	-	-	-	-
09.12.2020	Wednesday	1	1	-	-	-	-	-	-	-	-
10.12.2020	Thursday	2	2	-	-	-	-	-	-	-	-
11.12.2020	Friday	2	2	-	-	-	-	-	-	-	-
12.12.2020	Saturday	1	1	-	-	-	-	-	-	-	-
13.12.2020	Sunday	-	-	-	-	-	-	-	-	-	-
14.12.2020	Monday	1	1	-	-	-	-	-	-	-	-
15.12.2020 To 03.02.2021 Labour - Nil											
04.02.2021	Thursday	-	-	2	-	-	-	-	-	-	-
05.02.2021	Friday	-	-	2	-	-	-	-	-	-	-
06.02.2021	Saturday	-	-	-	-	-	-	-	-	-	-
07.02.2021	Sunday	-	-	-	-	-	-	-	-	-	-
08.02.2021	Monday	1	1	-	-	2	4	100	2	-	-
09.02.2021	Tuesday	1	1	1	-	-	-	-	-	-	-
10.02.2021	Wednesday	1	1	0.5	0.5	1	4	-	-	-	-
11.02.2021	Thursday	1	1	1	1	-	-	-	10	-	-
12.02.2021	Friday	1	1	1	1	1	8	-	-	-	-
13.02.2021	Saturday	1	1	1	1	2	8	-	-	-	17
14.02.2021	Sunday	-	-	-	-	-	-	-	-	-	-
15.02.2021	Monday	1	1	2	-	1	8	-	-	-	-
16.02.2021	Tuesday	1	1	2	1	-	-	-	-	-	-
17.02.2021	Wednesday	1	1	2	1	-	2	-	-	-	-
18.02.2021	Thursday	1	1	2	1	-	-	-	-	-	-
19.02.2021	Friday	1	1	1	1	1	1.5	-	-	-	-
20.02.2021	Saturday	1	1	2	1	-	1.5	-	-	-	-
21.02.2021	Sunday	-	-	-	-	-	-	-	-	-	-



# Bhavani Construction

GST No: 33AAIPY6077H1Z7  
PAN No. AAIPY6077H  
GSTIN : 33AAIPY6077H1Z7

Date

Date	Day	Mason Nos	Helper Nos	Frun. Carp Nos	Helper Nos	Cement Bags	Sand Cft	Bricks Nos	Jally Cft	Chips Cft	Steel
22.02.2021	Monday	1	1	-	-	-	-	-	-	-	-
23.02.2021	Tuesday	1	1	1	1	1	-	-	-	-	-
24.02.2021	Wednesday	1	1	1	1	-	-	-	-	-	-
25.02.2021	Thursday	1	1	1	1	-	-	-	-	-	-
26.02.2021	Friday	1	1	1	1	1	-	-	-	-	-
27.02.2021	Saturday	1	1	1	1	-	-	-	-	-	-
28.02.2021	Sunday	-	-	-	-	-	-	-	-	-	-
01.03.2021	Monday	1	1	-	-	1	2	-	-	-	-
02.03.2021	Tuesday	1	1	1	1	-	2	-	-	-	-
03.03.2021	Wednesday	1	1	1	1	-	-	-	-	-	-
04.03.2021	Thursday	1	1	1	1	1	2	-	-	-	-
05.03.2021	Friday	1	1	1	1	-	2	-	-	-	-
06.03.2021	Saturday	1	1	1	1	1	2	-	-	-	-
07.03.2021	Sunday	-	-	-	-	-	-	-	-	-	-
08.03.2021	Monday	1	1	1	0.5	1	2	-	2	-	16
09.03.2021	Tuesday	1	1	-	-	-	-	-	-	-	-
10.03.2021	Wednesday	1	1	1	-	-	-	-	-	-	-
11.03.2021	Thursday	1	1	1	1	1	4	-	-	-	-
12.03.2021	Friday	1	1	1	1	-	-	-	-	-	-
13.03.2021	Saturday	1	1	1	1	-	2	-	-	-	-
14.03.2021	Sunday	-	-	-	-	-	-	-	-	-	-
15.03.2021	Monday	1	1	1	-	1	2	-	-	-	-
16.03.2021	Tuesday	1	1	1	1	-	2	-	-	-	-
17.03.2021	Wednesday	1	1	1	1	1	2	-	2	-	-
18.03.2021	Thursday	1	1	1	1	-	-	-	-	-	-
19.03.2021	Friday	1	1	1	1	1	2	-	2	-	-
20.03.2021	Saturday	1	1	1	1	1	2	-	-	-	-
21.03.2021	Sunday	-	-	-	-	-	-	-	-	-	-
22.03.2021	Monday	1	1	-	-	-	2	-	2	-	-
23.03.2021	Tuesday	1	1	-	-	2	-	-	-	10	-
24.03.2021	Wednesday	1	1	-	-	-	4	-	-	-	-
25.03.2021	Thursday	1	1	-	-	-	-	-	-	-	-
26.03.2021	Friday	1	1	-	-	1	-	-	-	-	-
27.03.2021	Saturday	1	1	-	-	-	-	-	-	-	-
28.03.2021	Sunday	-	-	-	-	-	-	-	-	-	-
29.03.2021	Monday	1	1	1	1	1	-	-	-	2	-
30.03.2021	Tuesday	1	1	1	1	-	2	-	-	-	-
31.03.2021	Wednesday	1	1	1	1	1	-	-	-	-	-
	Total	52.5	52.5	43.5	30	24	73	100	20	12	33

# Bhavani Construction

GST No: 33AAIPY6077H1Z7  
PAN No. AAIPY6077H  
GSTIN : 33AAIPY6077H1Z7

Date

Mason	52.5 Nos
Helper	52.5 Nos
Furn.Carpender	43.5 Nos
Helper	30 Nos

Cement	24 Bags
River Sand	73 Cft
Bricks	100 Nos
3/4 Jally	20 Cft
Chips/ Dust	12 Cft
Steel 8 & 10 mm	33 KG



# Bhavani Construction

GST No: 33AAIPY6077H1Z7  
PAN No. AAIPY6077H  
GSTIN : 33AAIPY6077H1Z7

Date

## Labours

S. No	Issued Labours	Nos	Per Day Wages	Amount
1	Mason	52.5	780.00	40950.00
2	Helper	52.5	600.00	31500.00
3	Furn.Carpender	43.5	1100.00	47850.00
4	Helper	30	950.00	28500.00

Total Labour Cost

**148800.00**

## Materials

S. No	Issued Materials	Unit	Rate	Amount
1	Cement	24 Bags	480.00	11520.00
2	River Sand	73 Cft	160.00	11680.00
3	3/4 Jally	20 Cft	57.00	1140.00
4	Chips /Dust	12 Cft	55.00	660.00
5	Bricks	100 Nos	9.50	950.00
6	Steel 10mm & 8mm	33 KG	90.00	2970.00
7	White Cement (12.03.2021)	1 KG	45.00	45.00

Total Material Cost

**28965.00**

Sub Total

**177765.00**

SGST @ 9.00%

15998.85

CGST @ 9.00%

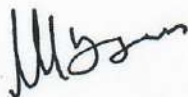
15998.85

Total Bill Amount

**209762.70**

Round Off

**209763.00**



## **RAMP FACILITIES AT DIFFERENT LOCATIONS**



**Ramp Facility - Automobile Engineering Block**





**Ramp Facilities - Marine Block**



**Ramp Facilities - Chemical Engineering Laboratory**



**Ramp Facilities - Controller of Examinations**



**Ramp Facilities - Electrical and Electronics Engineering Block**





**Ramp Facilities -Information Technology Block**



**Ramp Facilities - Computer Science and Engineering Block**



**Ramp Facilities - Mechanical Engineering Block**



**Ramp Facilities - Canteen**





**Ramp Facilities - Bio-Technology Block**



**Ramp Facilities - Chemical Engineering Block**



**Ramp facilities - Technology Innovation centre**



**Ramp facilities-Central Library**





**Ramp facilities-Central Library**



**Ramp facilities - Video Hall**



**Ramp Facilities - Function Hall**



**Ramp Facilities -Class Room Block I**





**Ramp Facilities -Class Room Block I**



**Ramp Facilities - Class Room Block II**



**Ramp Facilities - Class Room Block III**



**Ramp Facilities - Class Room Block IV**





**Ramp Facilities - Class Room Block V**

Sri Venkateswara College Of Engineering  
Maintenance - Civil

**Disabled Toilet Details and Location**

S/no	Location	No OF Toilet
<b>Gents</b>		
1	CRB I -GF	1
2	CRB II -GF	1
3	CRB III -GF	1
4	CRB IV -GF	1
5	CRB V -GF	1
6	Function hall GF	1
7	New Library -GF	1
8	GHB I -GF	1
	<b>Total</b>	<b>8</b>
<b>LADIES</b>		
1	CRB V -GF	1
2	Function hall GF	1
3	New Library -GF	1
4	CRB I -GF	1
5	LHB II -GF	1
	<b>Total</b>	<b>5</b>

Note : All academic buildings provided with Ramp facility.

To, Dean (S.W) thru' The Principal

Sir,

The updated list of Ramp and Toilet facilities for disabled in our Campus are sent to you for your reference.

Received

*[Signature]*

Dr. J. Venkatesan, M.E., Ph.D.  
Dean (Student's Welfare)  
Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk - 602 117  
Tamil Nadu, India

*[Signature]*  
23/4/22

*[Signature]*  
23/4/22

**Sri Venkateswara Educational and Health Trust**

1/3A, River View Road, Kotturpuram, Chennai 600 085  
Phone: 91-44-24470688/24470689 Fax:91-44-24470690

GST Registration No.33AAATS2327L1ZJ

&amp;

**Sri Venkateswara College of Engineering**

Sriperumbudur Tk, Kancheepuram Dt, Tamilnadu, India - 602117


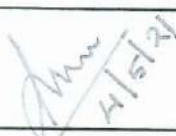
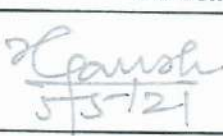
Phone: 91-44-27152000 / 27163783 / 27163784 / 27163785

Fax: 91-44-27162462 / 27162494

www.svce.ac.in

Email: hod\_\_\_\_\_@svce.ac.in

PURCHASE / WORK / REPEAT ORDER

<b>Supplier's Name &amp; Address</b> ABHI VAIRAVAN'S PIUMBING CO NEW NO 59/1,ARCOT ROAD , KODAMPAKKAM , CHENNAI- 600024		<b>Internal Ref.No. :</b> SVCE/MAINT/2021/04/PUR/REQ00190			
<b>Phone :</b> 0442972794 <b>Email :</b>		<b>A3 Code :</b> 7.4			
		<b>Supplier Ref No. :</b> QUOTE DATED 04.03.2021			
		<b>P.O.NO.:</b> SVCE/2021/05/03/PO444			
		<b>P.O.Date :</b> 03-May-2021			
Sr.No	Item Description	Unit	Quantity	Price/Unit (Rs.)	Value (Rs.)
1	TOILET FITTINGS - Disabled,	NO	13	3161.00	41093.00
<b>DELIVERY LOCATION :</b>			Discount		0.00
<b>DELIVERY SCHEDULE :</b>			<b>Sub Total Amount</b>		41,093.00
<b>INSURED OR NOT :</b>			CGST		3,698.37
<b>MODE OF DISPATCH :</b>			SGST		3,698.37
<b>PAYMENT TERMS AND CONDITIONS :</b>			<b>Grand Total Amount</b>		48,489.74
<b>WARRANTY :</b>			DEDUCTIONS		0.00
<b>Amount in words :</b> Rupees Forty-Eight Thousand Four Hundred Ninety Only			HANDLING CHARGES		0.00
			INSTALLATION CHARGES		0.00
			SHIPPING OR FREIGHT CHARGES		0.00
			<b>Net Amount</b>		48,490.00
<b>Instructions :</b> <ol style="list-style-type: none"> <li>1. This Transaction is Subject to Terms &amp; Condition enclosed</li> <li>2. Confirmatory copy to be Signed &amp; Returned</li> <li>3. Specific Instructions ( If Any )</li> </ol>					
		<b>For and on behalf of</b> <b>Sri Venkateswara Educational And Health Trust &amp;</b> <b>Sri Venkateswara College of Engineering</b>			
					
<b>Head of the Department</b>	<b>A3</b>	<b>Principal</b>	<b>Secretary</b>	<b>Treasurer</b>	

Original / Confirmatory / Dept / A3



ERP TRANS NO 2262

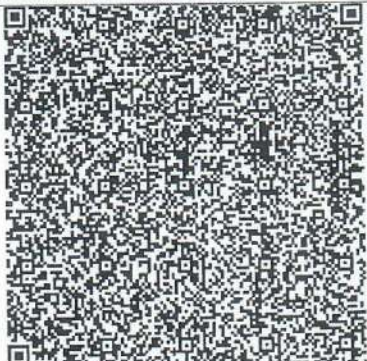
2262

3034

**TAX INVOICE**

<b>Buyer</b> Sri Venkateswara educational and health trust No-1/3A , River view road, Kotturpuram,chennai, Tamil Nadu`,600085, India. GSTIN / UIN: 33AAATS2327L1ZJ State: Tamil Nadu Code: 33  Contact Name : Contact No : /	<b>Consignee</b> Sri Venkateswara educational and health trust No-1/3A , River view road, Kotturpuram,chennai, Tamil Nadu`,600085, India. 9444081861 GSTIN / UIN: 33AAATS2327L1ZJ State: Tamil Nadu Code: 33	Invoice No	CS8117-21-22
		Invoice Date	28/09/2021
		Delivery Note No	20664/21-22
		Delivery Note Date	28/09/2021
		PO No.	
		PO Date	
<b>Sales Person</b> : Abdul <b>Mobile No:</b> 9962550529	Machine Serial No :	Toll Free No	Hindware -18002007577 Kohler -18001032244 CRI -18001211243 Jaquar -18001216808 Grohe -18001024475
		Delivery Date	27/07/2021

**E-Invoice Details**

E-Invoice Ack No : 152111135452489	IRN No : 8eeee52c85055751cba870f56eece3615bc560fd4725512b5547988df713af89
E-Invoice Ack Date : 28/09/2021 @ 2:22 pm	QR Code : 

No	Description	Brand Category	HSN / SAC	Tax	Qty	Rate	Disc%	Amount
1	Grab Bar Mild Steel Viking 56631 292		73249000	GST 18%	13Nos	₹ 4,390.00	28 %	₹ 41,090.40



**Amount in Words:** Forty Eight Thousand Four Hundred Eighty Seven INR

**Bank Details**

Bank Name: ICICI BANK  
Bank Branch: kodambakkam  
Account No: 057751000001  
IFSC Code: ICIC0000577

Gross Total : ₹ 41,090.40

SGST @ 9% - Output Tax on ₹ 41,090.40 : ₹ 3,698.14

CGST @ 9% - Output Tax on ₹ 41,090.40 : ₹ 3,698.14

Round Off Value : ₹ 0.32

**Grand Total : ₹ 48,487.00**

**Terms and conditions:**

- (1). Interest Will Be Charged at 24% P.A on Bills Not Paid Within 15 Days.
- (2). Subject to Chennai Jurisdiction. (3). All Payments to Be Made by Cross Cheque / Draft Direct to Us. (4). Cheque in favor of Abhivairavans Plumbing Co.,

For **ABHI VAIRAVANS PLUMBING Co.,**

*R. S. S.*

Authorized Signatory

Received the goods in good condition and entered in the Stock Register of MAINTENANCE CIVIL Department Volume 10 Page No 292 and the bill is in order and may be Passed  
Rs. 48487/2

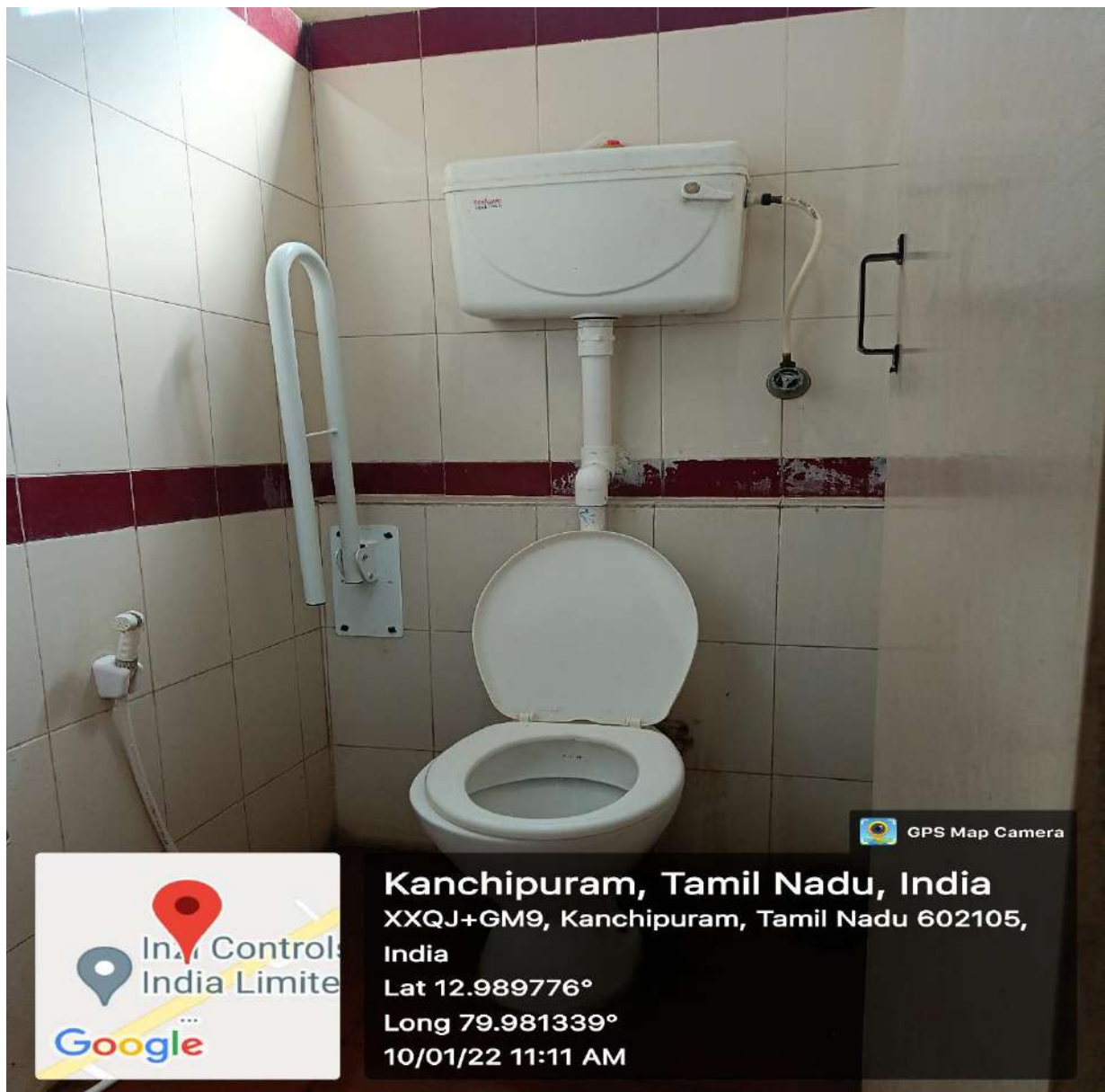
*A.M.S.*  
*ER*

Rs. 48,487/- Cheque  
of Certifying for Payment.  
*ER*

NOTE: Bill Submitted for regularisation of payment already made by RTGS.

*1/1/21*

## **DIVYANGJAN FRIENDLY WASHROOM AT DIFFERENT LOCATIONS**



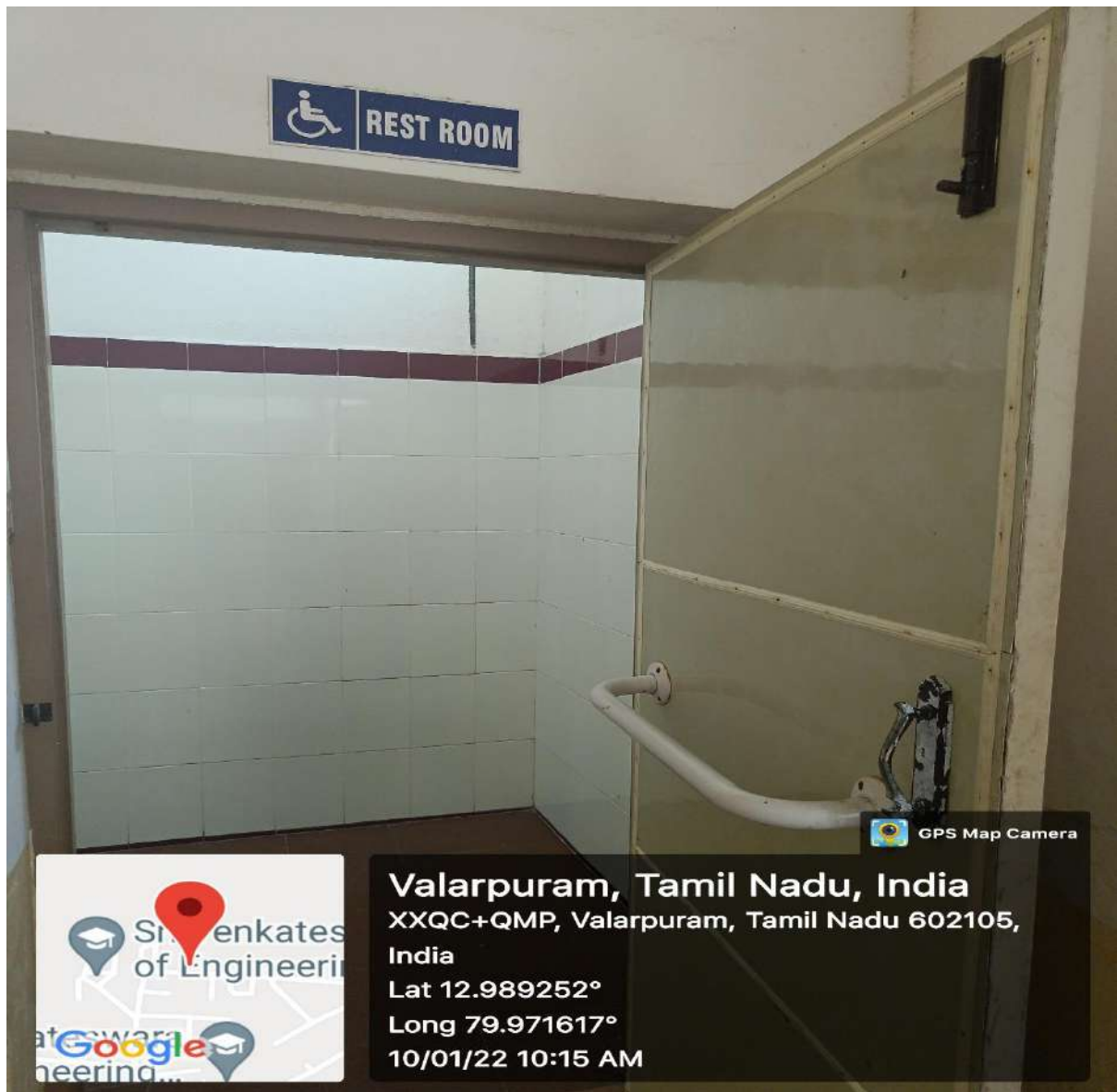
**Divyangjan Friendly Washroom-Class Room Block V**



**Divyangjan Friendly Washroom-Library Block**



## **SIGNBOARD AT DIFFERENT LOCATIONS**



**Signboard - Multi Purpose Hall**



**Valarpuram, Tamil Nadu, India**  
**XXQC+QMP, Valarpuram, Tamil Nadu 602105, India**  
**Lat 12.989262°**  
**Long 79.971628°**  
**27/04/22 12:59 PM**

**Signboard – Class Room Block V**



W.O.NO: SVEHT/CONST/Passenger Lift/No 1 / 2014-15

Date :09.02.2015

**M/S ASAHI MULTITEC LLP**

Engineering Redefined  
No 201& 202 ,1st Floor ,  
1st Cross Main Road(Post office Road)  
Ambattur Indl.Estate  
Chennai- 600 058  
Ph: 044 26251030  
Email: [Info@asahimultitec.in](mailto:Info@asahimultitec.in)

Sir,

Sub:Sri Venkateswara College of Engineering, Sriperumbudur – New Class Room Block V  
Contract for Design ,Supply, Erection ,Installation .Testing and Commissioning of Traction  
Lift –Gearless Machine Room Type serving Ground +3 Upper floors (GF +FF+SF+TF) with  
10 persons capacity -680Kgs -1.5 M/sec

Ref: 1) Your quote AML /Quote/131/2014-15 –Rev 1 Dated 12.01.2015  
2) PTK Recommendation letter No 238/0753/2014-15 dated 20.01.15

We are pleased to inform you that your Revised quotation submitted vide your letter dated 12.01.2015 has been accepted based on MOM dated 30.12.2014 with PTK Architect.

The contract for execution of the work is therefore awarded to you in the following terms and conditions of the contract.

**a. Scope and Value of work:** Design ,Supply, Erection ,Installation .Testing and Commissioning and Getting License of Traction Lift –Gearless Machine Room Type serving Ground +3 Upper floors (GF +FF+SF+TF) with 10 persons capacity -680Kgs -1.5 M/sec

The total value of the work as per the above scope will be **Rs 17,80,000/-** inclusive of all taxes

Minor Builder works and Scaffolding will be provided by SVCE and all the necessary drawings to be submitted to SVCE by M/s Asahi.

**b. Technical Specifications:**

- |                     |   |
|---------------------|---|
| 1..Type of Elevator | - Passenger Lift –Gearless Machine Room Type  |
| 2 .Load & Speed     | - 10 Passengers 680 KG -1.5M/Sec  |
| 3.Stop & Openings   | - G+3( GF +FF+SF+TF)Four stops & Five Openings 1 D, 1 G   |
| 4.Floor Indication  | - G, 1, 2 & 3   |
| 5.No Of Access side | - 1 D , 1 G   |
| 6.Powere supply     | - 415 Volts .3 Phase ,50 Cycles ,Light supply 230 Volts ,50Cycles<br>Single Phase   |
| 7.Controller        | - Simplex full collective Logic Controller with ARD.( UPD Compatible)   |
| 8.Drive             | - Micro Processor Based VVVF  |
| 9.CAR Entrance      | - Protected by Auto Power Operated 2 panel Centre opening SS 304<br>Grade #4 Finished.  |
| 10.Cabin            | - SS 304# 4 Finishes ,Cabin,MS Flooring with Vinyl Flooring ,LED /<br>Fluorescent Lights ,Cross flow Fan UPS Compatible ARD with<br>Battery back up ,Alaram & Emergency Light . |

Other Special features as per your Quote ref no : AML /Quote /131/2014-15 dated 30.12.2014

**b. Completion period:** The Entire supply and commissioning of the Lift Will be 10 Weeks from the date of work order.

**c. Security Deposit / Defects Liability Period:**

The Security Deposit otherwise called retention money equivalent to 5% of the contract value will be deducted from the Final bill or on submission of Bank Guarantee to the equivalent value with 12 months validity. The Bank Guarantee will be returned only on the expiry of Defects Liability period of 12 months from the date of Commissioning and Handing over of the Lift. Any Defects noticed during this period to be attended immediately without any cost to the trust.

**d. Guarantee Period:** One Year guarantee from the date of Handing over of Lift to us. This guarantee stands for any technical defects in the material supplied by you and any service done during this guarantee period.

**f. Payment Terms:**

30% advance of the contract value against Bank Guarantee.

60 % advance of the contract value against delivery of entire materials at college campus.

10% Final payment of the contract value against Commissioning & Handing over of the Lift on submission of Bank Guarantee for the 5 % of Contract value.

Please inform us the name of your accredited representative who will be responsible for taking instructions from us.

Within one week of receipt of this letter you are requested to furnish us an illustrative and suitably colored work time chart showing item wise /location wise progress to enable you to complete the work satisfactorily in time for our scrutiny and approval.

All your letters referred to herein will form part of the agreement. Please sign and return the duplicate copy of this letter as a token of your acceptance.

Yours faithfully,

*M. S. Chaudhary*  
SECRETARY

Encl: Duplicate copy of this letter.

- Cc: 1. Principal, SVCE  
2. Treasurer, SVEIT,  
3. Admin. Executive, SVCE  
4. Finance Executive, SVCE

Read work order  
NOTE: Completion Period: The Entire Supply & commissioning of the lift will be completed in 10 weeks from the date of handing over of lift shaft.  
*klh*  
(Chaudhary)  
10/10/2015

### 7.1.7 Lift Purchase Details:

#### Bills of Lift Purchase- Class room Block V:

S.No.	Description	Bill Date	Bill Amount (Rs)
1	30 % Advance on total Expense for construct lift at CRB V	16 Feb 15	5,34,000
2	II and III advance (ie 50%, and 10% on total bill value paid for construction of lift at CRB V	27 April 15	10,68,000
3	5 % advance payment for CRB V Lift construction	27 July 15	89,000
4	5 % and Final Payment for supply erection and commissioning of 680 KGS traction lift gearless machine for CRB V	01 August 16	89,000
Total Amount in Rs.			17,80,000



## SRI VENKATESWARA EDUCATIONAL &amp; HEALTH TRUST

VOUCHER No:

VOUCHER CUM PASS ORDER

Date : 16-Feb-15

Head of Account : **WIP - CLASS ROOM BLOCK - V**  
 Name of the Company : **ASAHI MULTITEC LLP**  
 Department : **CM**  
 Purpose : **30% ADVANCE ON TOTAL EXPENSES FOR CONSTRUCT**  
**LIFT AT CRB-V**

Bill No and Date :

PO No and Date :

Proposal Dated :

BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	534,000.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>534,000.00</b>	

## TDS CALCULATIONS

TOTAL BILL(S) AMOUNT	:	<b>534,000.00</b>
LESS: ADVANCE IF ANY	:	<b>0.00</b>
BALANCE	:	<b>534,000.00</b>
T D S 2.00 % :		<b>10,680.00</b>
REC-EI 0.00% :		<b>0.00</b>
Edn.Ces :		<b>10,680.00</b>
BALANCE PAYMENT	:	<b>523,320.00</b>
ADD/LESS: Arrears/advance if any	:	<b>0.00</b>
NET PAYABLE	:	<b>523,320.00</b>

## PASSED FOR PAYMENT

Paid by Cheque No **766466** Dated **16-Feb-15** Drawn on **IB / BOB / SBI**  
 for Rs. **523,320.00**

*[Signature]*  
 Acct / Acct. Officer

*[Signature]*  
 Finance Executive

*[Signature]*  
 Secretary

*[Signature]*  
 Treasurer

*[Signature]*  
 Principal

Name of the Supplier **ASAHI MULTITEC LLP**  
 Purpose **30% ADVANCE ON TOTAL EXPENSES FOR CONSTRUCT**  
**LIFT AT CRB-V**

BILL NO DATE

TOTAL BILL AMT

Rs. **534,000.00** LESS : TDS 2.00 % **10,680.00**

Payment details

Cheque No: dt **16-Feb-15** for Rs. **523,320.00**

*[Signature]*  
 Signature

*Asst  
 Adm Exec*  
*Let it go with  
 the knowledge of  
 PTK's 88*  
*na*  
*17/2*



**SRI VENKATESWARA EDUCATIONAL & HEALTH TRUST**

VOUCHER No: 11

VOUCHER CUM PASS ORDER

Date : 27-Apr-15

Head of Account : **ADVANCE TO SUPPLIERS A/C**  
 Name of the Company : **ASAHI MULTITEC LLP**  
 Department : **CM**  
 Purpose : **II AND III ADVANCE (ie 50% AND 10% ON TOTAL  
 BILL VALUE PAID FOR CONSTRUCTION OF LIFT  
 AT CRB V**

Bill No and Date :

PO No and Date :

Proposal Dated :

BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	890,000.00	
2	178,000.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>1,068,000.00</b>	

**TDS CALCULATIONS**

TOTAL BILL(S) AMOUNT	:	<b>1,068,000.00</b>
LESS: ADVANCE IF ANY	:	<b>0.00</b>
BALANCE	:	<b>1,068,000.00</b>
T D S 2.00 %	:	<b>21,360.00</b>
REC-EI 0.00%	:	<b>0.00</b>
Edn.Ces	:	<b>21,360.00</b>
BALANCE PAYMENT	:	<b>1,046,640.00</b>
ADD/LESS: Arrears/advance if any	:	<b>0.00</b>
NET PAYABLE	:	<b>1,046,640.00</b>

**PASSED FOR PAYMENT**

Paid by Cheque No **766488** Dated **27-Apr-15** Drawn on **IB / BOB / SBI**  
 for Rs. **1,046,640.00**

  
 Accountant

  
 Finance Executive

  
 Secretary

  
 Treasurer

  
 Principal

Name of the Supplier **ASAHI MULTITEC LLP**

Purpose **II AND III ADVANCE (ie 50% AND 10% ON TOTAL**

**BILL VALUE PAID FOR CONSTRUCTION OF LIFT**

**AT CRB V**

BILL NO DATE

TOTAL BILL AMT Rs. **1,068,000.00** LESS : TDS 2.00 % **21,360.00**

Payment details Cheque No: dt **27-Apr-15** for Rs. **1,046,640.00**

Signature

## SRI VENKATESWARA EDUCATIONAL &amp; HEALTH TRUST

VOUCHER No:

VOUCHER CUM PASS ORDER

Date:

27/7/15

Head of Account : WIP CLASS ROOM BLOCK V A/C

Name of the Company : ASAHI MULTITEC LLP

Department : TRUST

Purpose : 5% ADVANCE PAYMENT FOR CRB V LIFT CONSTRUCTION

 $17,80,000 * 5\% = 89000/-$ 

Bill No and Date :

PO No and Date :

Proposal Dated :

## BILL(S) TOTALING

SNo	Amount	Rs.P.
1	89,000.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
TOTAL	89,000.00	

## TDS CALCULATIONS

TOTAL BILL(S) AMOUNT	:	89,000.00
LESS: ADVANCE IF ANY	:	0.00
BALANCE	:	89,000.00
T D S 2.00 % :		1,780.00
REC-EI 0.00% :		0.00
Edn.Ces :		1,780.00
BALANCE PAYMENT	:	87,220.00
LESS: Advance if any	:	0.00
NET PAYABLE	:	87,220.00

## PASSED FOR PAYMENT

Paid by Cheque No 766516 Dated 27/7/15 Drawn on IB / BOB / SBI  
for Rs. 87,220.00

Acct / Acct. Officer

Finance Executive

Secretary

Treasurer

Principal

1264.

## SRI VENKATESWARA EDUCATIONAL &amp; HEALTH TRUST

VOUCHER No:

VOUCHER CUM PASS ORDER

Date : 01/08/16

Head of Account : ~~WIP~~ CRB V - LIFT CONSTRUCTION A/C  
 Name of the Company : ASAHI MULTITECH LLP  
 Department : TRUST  
 Purpose : 5% AND FINAL PAYMENT FOR SUPPLY ERECTION AND  
 COMMISSIONING OF 680 KGS TRACTION LIFT GEARLESS  
 MACHINE FOR CRB V  
 Bill No and Date : BILL NO 002 DT 15.7.2016  
 PO No and Date :  
 Proposal Dated :

BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	89,000.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>89,000.00</b>	

## TDS CALCULATIONS

TOTAL BILL(S) AMOUNT	:	89,000.00
LESS: ADVANCE IF ANY	:	0.00
BALANCE	:	89,000.00
T D S 2.00 % :	1,780.00	
REC-EI 0.00% :	0.00	
Edn.Ces :	1,780.00	
BALANCE PAYMENT	:	87,220.00
LESS: Advance if any	:	0.00
NET PAYABLE	:	87,220.00

## PASSED FOR PAYMENT

Paid by Cheque No 766610  
 for Rs. 87,220.00

Dated 1/8/16

Drawn on IB / BOB / SBI

*[Signature]*  
 Acct / Acct. Officer

*[Signature]*  
 Finance Executive

*[Signature]*  
 Secretary

*[Signature]*  
 Treasurer

*[Signature]*  
 Principal

Name of the Supplier : ASAHI MULTITECH LLP  
 Purpose : 5% AND FINAL PAYMENT FOR SUPPLY ERECTION AND  
 COMMISSIONING OF 680 KGS TRACTION LIFT GEARLESS  
 MACHINE FOR CRB V

BILL NO DATE

BILL NO 002 DT 15.7.2016

TOTAL BILL AMT

Rs. 89,000.00 LESS : TDS 2.00 % 1,780.00

Payment details

Cheque No: dt for Rs. 87,220.00

*[Signature]*  
 Signature



# Sri Venkateswara Educational and Health Trust

#1/3A, River View Road, Kotturpuram, Chennai - 600 085, India.  
Telephone # 0091 - 44 - 2447 0688 / 2447 0689 Facsimile # 0091 - 44 - 2447 0690



W.O.NO: SVEHT/CONST/New Library block/Passenger Lift/No 1 / 2016-17

M/S ASAHI MULTITEC LLP

Engineering Redefined  
No 201& 202, 1st Floor,  
1st Cross Main Road(Post office Road)  
Ambattur Indl.Estate  
Chennai- 600 058  
Ph: 044 26251030  
Email: [Info@asahimultitec.in](mailto:Info@asahimultitec.in)

Date : 29.04.2016

Kind attn: Mr.Krishnan

Sir,

Sub:Sri Venkateswara College of Engineering, Sriperumbudur – New Library Block -  
Contract for Design ,Supply, Erection ,Installation .Testing and Commissioning of  
Passengers Lift –Gearless Machine Room Less ,Head room -4500 mm from last landing  
from finished floor level Type serving Ground +3 Upper floors (GF +FF+SF+TF) with 20  
persons capacity -1360 KG -1 /1.5 M/sec

- Ref: 1) Your quote AML /PTK-SVCE-LIB/ Quote/235/2015-16 dated 23.11.2015  
2) PTK Recommendation letter No 238/0781/2015-16 dated 28.12.15  
3) Meeting with our Management at College on 28.04.2016

We are pleased to inform you that your Revised quotation submitted vide your mail letter dated 21.12.2015 has been accepted based on MOM dated 19.12.2015 with PTK Architect.

The contract for execution of the work is awarded to you in the following terms and conditions..

**A. Scope and Value of work:** Design ,Supply, Erection ,Installation .Testing and Commissioning and Getting License of Passengers Lift –Gearless Machine Room Type serving Ground +3 Upper floors (GF +FF+SF+TF) with 20 persons capacity -1360 KG -1 / 1.5 M/sec

The total value of the work as per above will be **Rs 28,47,460 /-(Rupees Twenty eight Lakhs Forty seven thousand four hundred and sixty only)** inclusive of all taxes

Minor Builder works, Scaffolding, Earthing and Shaft Light will be provided by SVCE and all necessary drawings to be submitted to SVCE by M/s Asahi.

Cont. 2

**Sri Venkateswara College of Engineering**

(Approved by the A.I.C.T.E. and affiliated to Anna University)

Post Bag # 3, Chennai-Bangalore High Road, Pennalur, Sriperumbudur-602 105, Tamil Nadu, India.  
Telephone # 0091-44-2715 2000 (20 Lines) Facsimile # 0091-44-2716 2462  
e-mail : [acm@svce.ac.in](mailto:acm@svce.ac.in) Website : [www.svce.ac.in](http://www.svce.ac.in)



# Sri Venkateswara Educational and Health Trust

#1/3A, River View Road, Kotturpuram, Chennai - 600 085, India.  
Telephone # 0091 - 44 - 2447 0688 / 2447 0689 Facsimile # 0091 - 44 - 2447 0690



- 2 -

## b. Technical Specifications:

- |                     |  |
|---------------------|--|
| 1..Type of Elevator | - Passenger Lift –Gearless Machine Room Type   |
| 2 .Load & Speed     | - 20 Passengers 1360 KG -1/1.5M/Sec  |
| 3.Stop &Openings    | - G+3( GF +FF+SF+TF)Four stops &Four Openings  |
| 4.Floor Indication  | - G,1,2 & 3  |
| 5.No Of Access side | - 1  |
| 6.Powere supply     | - 415 Volts ,3 Phase ,50 Cycles+/-3 ,Light supply 230 Volts ,50Cycles<br>Single Phase  |
| 7.Controller        | - Micro processor down collective controller)  |
| 8.Drive             | - Micro Processor Based VVVF   |
| 9.CAR Door opening  | - Automatic 2- panel centre opening door with SS-304 finish<br>1000 x 2000 mm  |
| 10.Cabin            | - Inside buffed SS 304# 4 Finish cabin, concealed ventilation axial<br>Flow fn for noiseless operation ,concealed florescent/ LED lighting<br>Floor finish will be SS with skirting. |

The Specifications and features as per your Quote ref no: AML /PTK-SVCE-LIB/Quote/235/  
2015-16 dated 23.11.2015.

**b. Completion period:** The Entire supply and commissioning of the Lift Will be 4 months from  
the date of work order.

## c. Security Deposit / Defects Liability Period:

The Security Deposit otherwise called retention money equivalent to 5% of the contract value will be deducted from the Final bill or on submission of Bank Guarantee to the equivalent value with 12 months validity. The Bank Guarantee will be returned only on the expiry of Defects Liability period of 12 months. The defects liability period will be effect from the date of F License duly signed by the authority and submitted to us. Any Defects noticed during this period to be attended immediately without any cost to the trust.

**d. Guarantee Period:** One Year guarantee from the date of commissioning of the Lift. This guarantee stands for any technical defects in the material supplied by you and any service done during this guarantee period.

## f. Payment Terms:

30% advance of the contract value along with work order.

RS 8,54,232.-

100 % payment on Equipment value against delivery of entire materials at college campus and invoice;

50% of the total project cost.

RS 17,08,476.-

5 % of payment against testing,commissioning and handing over of the Lift.

RS 1,42,373.-

5 % of payment will be released after the expiry of Defects liability period or submission of Bank Guarantee to the equal amount.

RS 1,42,373.-

Cont.3

## Sri Venkateswara College of Engineering

(Approved by the A.I.C.T.E. and affiliated to Anna University)

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Telephone # 0091-44-2715 2000 (20 Lines) Facsimile # 0091-44-2716 2462

e-mail : acm@svce.ac.in Website : www.svce.ac.in

# Sri Venkateswara Educational and Health Trust

#1/3A, River View Road, Kotturpuram, Chennai - 600 085, India.  
Telephone # 0091 - 44 - 2447 0688 / 2447 0689 Facsimile # 0091 - 44 -2447 0690



- 3 -

Please inform us the name of your accredited representative who will be responsible for taking instructions from us

Within one week of receipt of this letter you are requested to furnish us an illustrative and suitably colored work time chart showing item wise /location wise progress to enable you to complete the work satisfactorily in time for our scrutiny and approval.

All your letters referred to herein will form part of the agreement. Please sign and return the duplicate copy of this letter as a token of your acceptance.

Yours faithfully,

  
**SECRETARY**

Encl: Duplicate copy of this letter.

- Cc: 1. Principal, SVCE  
2. Treasurer, SVEHT,  
3. Admin.Executive, SVCE  
4. Finance Executive, SVCE

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## Sri Venkateswara College of Engineering

(Approved by the A.I.C.T.E. and affiliated to Anna University)

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Telephone # 0091-44-2715 2000 (20 Lines) Facsimile # 0091-44-2716 2462

e-mail : acm@svce.ac.in Website : www.svce.ac.in

#### 7.1.7 Lift Purchase Details:

##### Bills of Lift Purchase- Library:

<b>S.No.</b>	<b>Description</b>	<b>Bill Date (Voucher or Tax Invoice)</b>	<b>Bill Amount (Rs)</b>
<b>1.</b>	<b>30% of Total Cost</b>	<b>15-06-2016</b>	<b>8,54,238.00</b>
<b>2.</b>	<b>50% of Total Cost</b>	<b>26-07-2016</b>	<b>14,23,730.00</b>
<b>3.</b>	<b>10 % of Total Cost</b>	<b>25-01-2017</b>	<b>2,84,746.00</b>
<b>4.</b>	<b>10 % of Total Cost</b>	<b>31-03-2017</b>	<b>2,84,746.00</b>
<b>Total Amount in Rs.</b>			<b>28,47,460.00</b>



## SRI VENKATESWARA EDUCATIONAL &amp; HEALTH TRUST

VOUCHER No:

VOUCHER CUM PASS ORDER

Date : 15-06-2016

Head of Account : ADVANCE TO SUPPLIERS  
 Name of the Company : ASAHI MULTITEC LLP  
 Department : CM  
 Purpose : I AND PART PAYMENT FOR DESIGN SUPPLY / ERECTION  
 INSTALLATION / TESTING AND COMMISSIONING OF  
 PASSENGERS LIFT FOR NEW LIBRARY BLOCK

Bill No and Date :  
 PO No and Date :  
 Proposal Dated :

BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	854,238.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>854,238.00</b>	


## TDS CALCULATIONS

TOTAL BILL(S) AMOUNT : 854,238.00  
 LESS: ADVANCE IF ANY : 0.00  
 BALANCE : 854,238.00  
 T D S 2.00 % : 17,085.00  
 REC-EI 0.00% : 0.00  
 Edn.Ces : 17,085.00  
 BALANCE PAYMENT : 837,153.00  
 ADD/LESS: Arrears/advance if any : 0.00  
 NET PAYABLE : 837,153.00

## PASSED FOR PAYMENT

Paid by Cheque No 766594 Dated 15-Jun-16 Drawn on IB / BOB / SBI  
 for Rs. 837,153.00

  
 Senr. Accountant

  
 Finance Executive

  
 Secretary

  
 Treasurer

  
 Principal

Name of the Supplier ASAHI MULTITEC LLP  
 Purpose I AND PART PAYMENT FOR DESIGN SUPPLY / ERECTION  
 INSTALLATION / TESTING AND COMMISSIONING OF  
 PASSENGERS LIFT FOR NEW LIBRARY BLOCK

BILL NO DATE

TOTAL BILL AMT

Payment details

Rs. 854,238.00 LESS : TDS 2.00 % 17,085.00  
 Cheque No: dt 15-Jun-16 for Rs. 837,153.00

Signature



RA-2 BILL

24/11

PROFORMA INVOICE

<b>ASAHI MULTITEC LLP</b> No:201 & 202, New Tiny Sector, Post office Road, Indi Estate, Chennai - 600 058, Tamilnadu,INDIA. Tel: 044 26251030 E-mail: info@asahimultitec.in		Invoice No: SAL/058/2016-17	Dated 26 - July - 2016
Buyer <b>Sri Venkateswara College of Engineering</b> PB # 33, CHENNAI-BANGALORE ROAD PENNALUR SRIPERUMBUDUR - 602 105.		Delivery Note	Dated
Consignee <b>Sri Venkateswara College of Engineering</b> PB # 33, CHENNAI-BANGALORE ROAD PENNALUR SRIPERUMBUDUR - 602 105.		Supplier's Ref	Other References
		Buyer's Order No: SVEHT/ CONST/ New Library Block/ Passenger Lift/ No.1/ 2016-17	Dated 29 - April-2016
		Dispatch Document No	Dated
		Dispatched Through Transport	Destination Colmbatore
		Terms Of Delivery	


  

SI No	Description of Goods	Qty / each	UNIT PRICE	TOTAL VALUE
1	Supply, erection and commissioning of 1360 Kgs of Passengers Lift for New Library Block as per specifications	1	2847460.00	28,47,460.00
<b>Grand Total</b> (Inclusive of VAT/TAX)				28,47,460.00
Net Amount VAT @ 14.5%				14,92,119.00 2,16,357.00
<b>Total</b>				17,08,476.00

Company's VAT TIN : 33186261585 Dt:11-09-2014 Company's CST No : 1307347 Dt:11-09-2014 ST No : ABAFA6186ASD001 Company's PAN : ABAFA6186A IE Code : 0414039530 Buyer's VAT No :	Our Bank Details Bank Name: HDFC BANK LTD A/C No : 50200003103803 IFSC No : HDFC0001864 A/c Name : ASAHI MULTITEC LLP	Terms & Conditions Interest Will be Charged @18% P.a. In case of delay in payment beyond agree terms and our responsibility ends on delivery
--	---	---

Declaration I/We hereby certify that my/our Registration Certificate under this Tamilnadu Value Added Tax Act 2006 is in force on the date on which the sale of good specified in this Tax Invoice is made by me/us and that the transaction of the sale covered by this tax invoice has been effected by me/us and it shall be accounted for in the turnover of sale while filing return and the due tax if any payable	for ASAHI MULTITEC LLP  Authorised Signatory
---	--

14,23,730/-

Partner

14,23,730/-

Partner

SUBJECT TO CHENNAI JURISDICTION  
This is a Computer Generated Invoice

INR SEVENTEEN LAKHS TWENTY THREE THOUSAND SEVEN HUNDRED & THIRTY ONLY.

certified for Payment of 14,23,730/- Rupees for twenty three thousand seven hundred and thirty only

For ASAHI MULTITEC LLP

14,23,730/- Partner

Partner  
S.V.C.E.

14/03/2016

checked & verified & certified for payment of 14,23,730/- Rupees for twenty three thousand seven hundred and thirty only

Partner

12

## SRI VENKATESWARA COLLEGE OF ENGINEERING

VOUCHER No:

VOUCHER CUM PASS ORDER

Date : 25-Jan-17

Head of Account : WIP-LIBRARY BLOCK  
 Name of the Company : ASAHI MULTITEC LLP  
 Department : CIVIL MAINTANANCE(NEW LIBRARY BLOCK)  
 Purpose : SUPPLY OF LIFT MATERIALS AND INSTALLATION  
 ERECTION FOR CENTRAL LIBRARY

Bill No and Date : SAL/093/2016-17/20.01.2017  
 PO No and Date :  
 Proposal Dated :

BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	284,746.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>284,746.00</b>	

## TDS CALCULATIONS

TOTAL BILL(S) AMOUNT : 284,746.00  
 LESS: ADVANCE IF ANY : 0.00  
 BALANCE : 284,746.00  
 T D S 2.00 % : 5,695.00  
 REC-EI 0.00% : 0.00  
 Edn.Ces : 5,695.00  
 BALANCE PAYMENT : 279,051.00  
 LESS: Advance if any : 0.00  
 NET PAYABLE : 279,051.00

667177 **PASSED FOR PAYMENT**  
 Paid by Cheque No 159256 Dated 25-Jan-17 Drawn on IB / BOB / SBI  
 for Rs. 279,051.00

Acct. Officer Finance Executive Secretary Treasurer Principal

2008 is in force on the date on which the sale of good specified in this Tax Invoice is made by me/us and that the transaction of the sale covered by this tax invoice has been effected by me/us and it shall be accounted for in the turnover of sale while filing return and live due tax if any payable on the

for ASAHI MULTITEC LLP

Authorised Signatory

SUBJECT TO CHENNAI JURISDICTION  
 This is a Computer Generated Invoice

Rs 284746/- checked  
 and certified for payment.

EE 23/01/17

Certified for 284,746/- Rupees  
 two lakh eighty four thousand  
 seven hundred and sixty six only

checked & verified,  
 Certified for payment of  
 ₹ 2, 84, 746 /-  
 (Rupees Two Lakh eighty four  
 thousand seven hundred forty  
 six only)

R. J. S. S. S. S.

23/01/17  
 E.E (S. to)



**SRI VENKATESWARA EDUCATIONAL & HEALTH TRUST**

**VOUCHER No:**

**VOUCHER CUM PASS ORDER**

**Date : 31-03-2017**

Head of Account : **ADVANCE TO SUPPLIERS**

Name of the Company : **ASAHI MULTITEC LLP**

Department : **CM**

Purpose : **FINAL ADVANCE PAYMENT FOR INSTALLTION OF  
LIFT AT NEW LIBRARY BLOCK AFTER DEDUCTING  
RMD**

Bill No and Date : **111 DT 24.03.2017**

PO No and Date :

Proposal Dated :

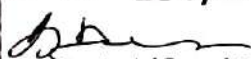
BILL(S) TOTALING		
SNo	Amount	Rs.P.
1	284,746.00	
2	0.00	
3	0.00	
4	0.00	
5	0.00	
6	0.00	
7	0.00	
8	0.00	
9	0.00	
10	0.00	
11	0.00	
<b>TOTAL</b>	<b>284,746.00</b>	


**TDS CALCULATIONS**


TOTAL BILL(S) AMOUNT	:	<b>284,746.00</b>
LESS: ADVANCE IF ANY	:	<b>0.00</b>
BALANCE	:	<b>284,746.00</b>
T D S 2.00 % :		<b>5,695.00</b>
REC-EI 0.00% :		<b>0.00</b>
Edn.Ces :		<b>5,695.00</b>
BALANCE PAYMENT	:	<b>279,051.00</b>
ADD/LESS: Arrears/advance if any	:	<b>-142,373.00</b>
NET PAYABLE	:	<b>136,678.00</b>

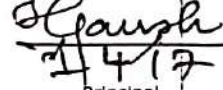
**PASSED FOR PAYMENT**

Paid by Cheque No **667198** Dated **31-Mar-17** Drawn on **IB / BOB / SBI**  
for Rs. **136,678.00**

  
Accountant / Senr. Accountant

  
Finance Executive

  
Secretary

  
Treasurer

  
Principal

Name of the Supplier **ASAHI MULTITEC LLP**

Purpose **FINAL ADVANCE PAYMENT FOR INSTALLTION OF  
LIFT AT NEW LIBRARY BLOCK AFTER DEDUCTING  
RMD**

BILL NO DATE **111 DT 24.03.2017**

TOTAL BILL AMT Rs. **284,746.00** LESS : TDS 2.00 % **5,695.00**

Payment details Cheque No: dt **31-Mar-17** for Rs. **136,678.00**

  
Signature



HL/SER/CH21/64

**M/S. SRI VENKATESHWARA COLLEGE OF ENGINEERING  
CHENNAI - BANGALURU HIGHWAY  
SRIPERUMBUDHUR - 602 105**

**Sub: Annual Maintenance Contract - Library Block**

**Date: 16.06.2021**

These conditions are applicable for the tender of (Referred above) and buyer's signature hereof ("Acceptance") shall become a binding contract ("Contract") by and between **HUNDA LIFTS**.  
**CEIG LICENCE NO: LEM/1156.**

**Scope of Work:**

For the AMC Contract price hereinafter specified HUNDA LIFTS., agree to carry out maintenance contract **Labour or Comprehensive** service of the One electric lift installed at Library Block, SVCE, Sriperumbudhur for a period of **Twelve months (12months)** from the date of the approval.

No Of Lifts	MAKE	CAPACITY	DOOR	NO.OF STOPS	TYPE OF CONTRACT
1	HUNDA	20 PASS / 1360 KGS	AUTO DOOR	G + 3	LABOUR CONTRACT

**AMC PERIOD FROM: 01.07.2021 TO 31.07.2022**

**HUNDA LIFTS agrees and undertakes:**

1. To clean and lubricate the lift equipment once in **30 Days** on our regular working hours. We will provide sufficient lubricant oil & Grease to carry out this work.
2. To attend break downs lift under normal conditions/Normal working Hours.
3. Motor / Screen Sensor / Fan / Light / Batteries / Stabilizer and External Components will not cover under labour contract.
4. Any work which may be rendered necessary by reason of revision of the local Government

**Client agrees and undertakes:**

1. To keep the machine room and lift shaft dry and clean.
2. The client will not allow or permit any person other than HUNDA LIFTS authorized person to do any works what so ever on the elevator. In the event of any breach to this clause; HUNDA LIFTS reserves the rights to cancel this agreement immediately with/without intimation.





3. To consider and approve the estimate submitted by HUNDA LIFTS for any repairs / replacements / spares which may occur due to short circuit because of voltage fluctuations, physical damage, water damage, manhandling, malicious mischief, thefts, force majeure, lock - outs or any other cause beyond which will not cover under labour contract.
4. **Any Clearance from Lift Inspectorate:** Kindly note that we will provide all assistance that may be required for the same but the submission of all forms, payment of fees and all other expenses will have to be borne by client.

**Contract Price:**

1. Subject to unconditional Acceptance by the buyer of this Contract the purchase price to carry out the maintenance contract for the period of 12 months as specified for one Lift.

a) LABOUR : RS. 47,902-80 (Exclusive of taxes) per lift.

b) GST 18%: 8,622-50 Total Cheque Amount: Rs.56,525-30 (Rupees Fifty six thousand five hundred and twenty five and Paise thirty only) per lift (Inclusive of taxes)

2. The AMC Contract price herein above shall be fixed and not subject to revision, provided that the maintenance equipment takes place in accordance with the terms of this contract. However, all imposed governmental or semi-governmental payments and any increase in the duties, taxes and other charges payable, such as Value Added Taxes, after the acceptance shall be paid by and be for the account of the customer.

**PAYMENT:** Cheque in favour of **HUNDA LIFTS.**

**JURISDICTION; GOVERNING LAW**

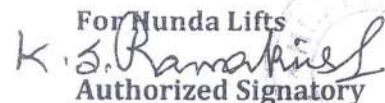
This contract shall be governed by and construed in accordance with the laws of judicial. Any disputes arising in connection with this contract shall be resolved in local courts. No payments due or payable by the customer shall be withheld on account of potential or pending court proceedings.

IN WITNESS WHEREOF, the parties have caused this contract to be executed, in two identical copies, one for each party, by their

Accepted By \_\_\_\_\_

  
**Secretary**

Signature with Seal & Date, Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk-602 117  
Tamilnadu, India.

For Hunda Lifts  
  
Authorized Signatory

**BANK DETAILS:**

M/S. HUNDA LIFTS	M/S. HUNDA LIFTS.
INDIAN OVERSEAS BANK	CITY UNION BANK
CURRENT A/C NO: 281102000000243	CURRENT A/C NO: 510909010116684
BRANCH: KAMBAR COLONY	BRANCH: KORATTUR
IFSC CODE: IOBA002811	IFSC CODE: CIUB0000529

No:32, Shanthi Nagar, Korattur, Chennai – 600 080

Phone No : 044-42865255/044-26871255

Email id:hundaliftsservice1@gmail.com, hundaliftsmd@gmail.com



HL/SER/CH21/64-A

**M/S. SRI VENKATESHWARA COLLEGE OF ENGINEERING  
CHENNAI - BANGALURU HIGHWAY  
SRIPERUMBUDHUR - 602 105**

**Sub: Annual Maintenance Contract - CRB-5**

**Date: 16.06.2021**

These conditions are applicable for the tender of (Referred above) and buyer's signature hereof ("Acceptance") shall become a binding contract ("Contract") by and between **HUNDA LIFTS**.  
**CEIG LICENCE NO: LEM/1156.**

**Scope of Work:**

For the AMC Contract price hereinafter specified HUNDA LIFTS., agree to carry out maintenance contract **Labour or Comprehensive** service of the One electric lift installed at Class Room Block-5, SVCE, Sriperumbudhur for a period of **Twelve months (12months)** from the date of the approval.

No Of Lifts	MAKE	CAPACITY	DOOR	NO.OF STOPS	TYPE OF CONTRACT
1	HUNDA	10 PASS / 680 KGS	AUTO DOOR	G + 3	LABOUR CONTRACT

**AMC PERIOD FROM: 01.07.2021 TO 31.07.2022**

**HUNDA LIFTS agrees and undertakes:**

1. To clean and lubricate the lift equipment once in **30 Days** on our regular working hours. We will provide sufficient lubricant oil & Grease to carry out this work.
2. To attend break downs lift under normal conditions/Normal working Hours.
3. Motor / Screen Sensor / Fan / Light / Batteries / Stabilizer and External Components will not cover under labour contract.
4. Any work which may be rendered necessary by reason of revision of the local Government

**Client agrees and undertakes:**

1. To keep the machine room and lift shaft dry and clean.
2. The client will not allow or permit any person other than HUNDA LIFTS authorized person to do any works what so ever on the elevator. In the event of any breach to this clause; HUNDA LIFTS reserves the rights to cancel this agreement immediately with/without intimation.





3. To consider and approve the estimate submitted by HUNDA LIFTS for any repairs / replacements / spares which may occur due to short circuit because of voltage fluctuations, physical damage, water damage, manhandling, malicious mischief, thefts, force majeure, lock-outs or any other cause beyond which will not cover under labour contract.
4. **Any Clearance from Lift Inspectorate:** Kindly note that we will provide all assistance that may be required for the same but the submission of all forms, payment of fees and all other expenses will have to be borne by client.

**Contract Price:**

1. Subject to unconditional Acceptance by the buyer of this Contract the purchase price to carry out the maintenance contract for the period of 12 months as specified for one Lift.

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2. The AMC Contract price herein above shall be fixed and not subject to revision, provided that the maintenance equipment takes place in accordance with the terms of this contract. However, all imposed governmental or semi-governmental payments and any increase in the duties, taxes and other charges payable, such as Value Added Taxes, after the acceptance shall be paid by and be for the account of the customer.

**PAYMENT:** Cheque in favour of **HUNDA LIFTS.**

**JURISDICTION; GOVERNING LAW**

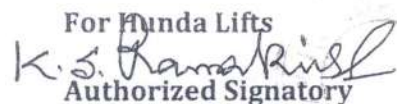
This contract shall be governed by and construed in accordance with the laws of judicial. Any disputes arising in connection with this contract shall be resolved in local courts. No payments due or payable by the customer shall be withheld on account of potential or pending court proceedings.

IN WITNESS WHEREOF, the parties have caused this contract to be executed, in two identical copies, one for each party, by their

Accepted By \_\_\_\_\_

  
**Secretary**

Signature with Seal & Date. Sri Venkateswara College of Engineering  
Pennalur, Sriperumbudur Tk-602 117  
Tamilnadu, India.

For Hunda Lifts  
  
Authorized Signatory

**BANK DETAILS:**

M/S. HUNDA LIFTS	M/S. HUNDA LIFTS.
INDIAN OVERSEAS BANK	CITY UNION BANK
CURRENT A/C NO: 281102000000243	CURRENT A/C NO: 510909010116684
BRANCH: KAMBAR COLONY	BRANCH: KORATTUR
IFSC CODE: IOBA002811	IFSC CODE: CIUB0000529

No:32, Shanthi Nagar, Korattur, Chennai – 600 080

Phone No : 044-42865255/044-26871255

Email id:hundaliftsservice1@gmail.com, hundaliftsmd@gmail.com

**Sri Venkateswara Educational and Health Trust**

1/3A, River View Road, Kotturpuram, Chennai 600 085  
Phone: 91-44-24470688/24470689 Fax: 91-44-24470690

GST Registration No. 33AAATS2327L1ZJ

&amp;

**Sri Venkateswara College of Engineering**

Sriperumbudur Tk, Kancheepuram Dt, Tamilnadu, India - 602117

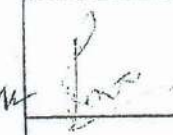


Phone: 91-44-27152000 / 27163783 / 27163784 / 27163785

Fax: 91-44-27162462 / 27162494

www.svce.ac.in

Email: hod\_\_\_\_\_@svce.ac.in

**PURCHASE / WORK / REPEAT ORDER**

<b>Supplier's Name &amp; Address</b> HUNDA LIFTS NO.32 SHANTHI NAGAR, KORATTUR, CHENNAI-600080  <b>Phone : 9884069888</b> <b>Email :</b>		<b>Internal Ref.No. : SVCE/MAINT/2020/12/REQ00071</b>			
		<b>A3 Code : 7.2</b>			
		<b>Supplier Ref No. : SVCE/MAINT/2020/12/QUOT18</b>			
		<b>P.O.NO. : SVCE/2020/12/22/PO225 / 02</b>			
		<b>P.O.Date : 22-Dec-2020</b>			
Sr.No	Item Description	Unit	Quantity	Price/Unit (Rs.)	Value (Rs.)
1	AMC LIFTS -	NOS	1	113051.00	113051.00
<b>CRBY New Lifting Book.</b> <b>Period 1.7.20 TO 30.6.21.</b>			Discount		0.00
			Sub Total Amount		113,051.00
			CGST		0.00
			SGST		0.00
			Grand Total Amount		113,051.00
			IGST		0.00
<b>Amount in words : Rupees One Lakhs Thirteen Thousand Fifty-One Only</b>			Net Amount		113,051.00
<b>Instructions :</b> 1. This Transaction is Subject to Terms & Condition enclosed 2. Confirmatory copy to be Signed & Returned 3. Specific Instructions ( If Any )					
		<b>For and on behalf of</b> <b>Sri Venkateswara Educational And Health Trust &amp;</b> <b>Sri Venkateswara College of Engineering</b>			
					
<b>Head of the Department</b>		<b>A3</b>		<b>Principal</b>	
				<b>Secretary</b>	
				<b>Treasurer</b>	

Original / Confirmatory / Dept / A3



**Sri Venkateswara Educational and Health Trust**

1/3A, River View Road, Kotturpuram, Chennai 600 085

Phone: 91-44-24470688/24470689 Fax: 91-44-24470690

GST Registration No.33AAATS2327L1ZJ

&amp;

**Sri Venkateswara College of Engineering**

Sriperumbudur Tk, Kancheepuram Dt, Tamilnadu, India - 602117

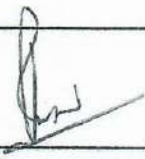
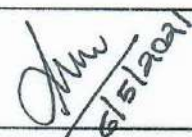

Phone: 91-44-27152000 / 27163783 / 27163784 / 27163785

Fax: 91-44-27162462 / 27162494

www.svce.ac.in

Email: hod\_\_\_\_@svce.ac.in

**PURCHASE / WORK / REPEAT ORDER**

<b>Supplier's Name &amp; Address</b> HUNDA LIFTS NO.32 SHANTHI NAGAR, KORATTUR, CHENNAI-600080		<b>Internal Ref.No. :</b> SVCE/MAINT/2021/06/PUR/REQ00209			
		<b>A3 Code :</b> 7.5			
		<b>Supplier Ref No. :</b> Quote no: HL/SER/CH21/64,64A. Date: 16/06/2021			
<b>Phone :</b> 9884069888		<b>P.O.NO.:</b> SVCE/2021/07/05/PO447			
<b>Email :</b>		<b>P.O.Date :</b> 05-Jul-2021			
Sr.No	Item Description	Unit	Quantity	Price/Unit (Rs.)	Value (Rs.)
1	AMC LIFTS - PERIOD 1.7.21 TO 31.7.22	NOS	1	95805.00	95805.00
<b>DELIVERY LOCATION :</b> SVCE			<b>Discount</b>		0.00
<b>DELIVERY SCHEDULE :</b> AMC SERVICE			<b>Sub Total Amount</b>		95,805.00
<b>INSURED OR NOT :</b> -			<b>CGST</b>		8,622.45
<b>MODE OF DISPATCH :</b> -			<b>SGST</b>		8,622.45
<b>PAYMENT TERMS AND CONDITIONS :</b> 50% with AMC Renewal work order			<b>Grand Total Amount</b>		113,049.90
<b>WARRANTY :</b> 50% After 6 months completion			<b>DEDUCTIONS</b>		0.00
			<b>HANDLING CHARGES</b>		0.00
			<b>INSTALLATION CHARGES</b>		0.00
			<b>SHIPPING OR FREIGHT CHARGES</b>		0.00
<b>Amount in words :</b> Rupees One Lakhs Thirteen Thousand Fifty Only			<b>Net Amount</b>		113,050.00
<b>Instructions :</b> <ol style="list-style-type: none"> <li>1. This Transaction is Subject to Terms &amp; Condition enclosed</li> <li>2. Confirmatory copy to be Signed &amp; Returned</li> <li>3. Specific Instructions ( If Any )</li> </ol>					
		<b>For and on behalf of</b> <b>Sri Venkateswara Educational And Health Trust &amp;</b> <b>Sri Venkateswara College of Engineering</b>			
					
<b>Head of the Department</b>	<b>A3</b>	<b>Principal</b>	<b>Secretary</b>	<b>Treasurer</b>	

Original / Confirmatory / Dept / A3

ERP. NO. A34 14 2010-20

## TAX INVOICE

## HUNDA LIFTS.

NO.32, SHANTHI NAGAR  
KORATTUR  
CHENNAI-600 080

INVOICE  
NO:

SER/36/GST-20

DATE :

28.08.2020

GST NO.

33AKDPB6937C1ZN

PAN NO.

AKDPB6937C

HSN CODE:

84313910

SAC CODE:

998718



## CLIENT DETAILS

M/S. SRI VENKATESWARA COLLEE OF  
ENGINEERING.  
CHENNAI BANGALORE HIGH ROAD,  
SRIPERUMBUDUR - 602105

GSTIN :33AAATS2327L1ZJ

S.NO.	PARTICULARS	UNITS	AMOUNT
	QUARTERLY (JULY,AUGUST & SEPTEMBER -2020) MAINTANACE CHARGES FOR ONE NUMBER OF HUNDAMAKE 10PASSENGER (680 KGS) & 20 PASSENGER (1360KGS) AUTO DOOR OPERATED LIFT ATSRIPERUMBUDUR - 602105  1. SVC LIBRARY 2. SVC CRB 5  <		

Mud  
08/09/2020



# TAX INVOICE

<b>HUNDA LIFTS.</b> NO.32, SHANTHI NAGAR KORATTUR CHENNAI-600 080		INVOICE NO: SER/88/GST-20	
		DATE : 14.12.2020	
		GST NO. 33AKDPB6937C1ZN	
		PAN NO. AKDPB6937C	
		HSN CODE: 84313910	
		SAC CODE: 998718	
<b>CLIENT DETAILS</b>			
M/S SRI VENKATESHWARA COLLEGE OF ENGINEERING, CHENNAI BANGALORE HIGH ROAD, SRIPERUMBUDUR-602105		GST NO.33AAATS2327L1Z]	
S.NO.	PARTICULARS	UNITS	AMOUNT
1	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 10PASSENGER ( 680 KGS) & 20 PASSENGER (1360 KGS)  AUTO DOOR OPERATED LIFT AT SRIPERUMBUDUR-602105.  (AMC PERIOD: OCT-2020, NOV-2020, DEC-2020 - 3 MONTHS)	2 NOS	23952.00
	CGST9%		2156.00
	SGST9%		2156.00
	RUPEES (TWENTY EIGHT THOUSAND TWO HUNDRED AND SIXTY FOUR ONLY.)		
	CHEQUE IN FAVOUR OF HUNDA LIFTS.		
TOTAL			✓ 28264.00
SUBJECT TO CHENNAI JURISDICTION		AUTHORISED SIGNATURE	
REG OFFICE: NO.32, SHANTHI NAGAR KORATTUR CHENNAI-600 080. TELE: 044 42865255/26871255/9884069888.E-MAIL:hundalifts2012@gmail.com.			

MA/SL

ERP: 1338

## TAX INVOICE

## HUNDA LIFTS.

NO.32, SHANTHI NAGAR

KORATTUR

CHENNAI-600 080

INVOICE NO:	SER/115/GST-20
DATE :	23.01.2021
GST NO.	33AKDPB6937C1ZN
PAN NO.	AKDPB6937C
HSN CODE:	84313910
SAC CODE:	998718



## CLIENT DETAILS

M/S SRI VENKATESHWARA COLLEGE OF ENGINEERING.  
CHENNAI BANGALORE HIGH ROAD,  
SRIPERUMBUDUR-602105

GST NO.33AAATS2327L1ZJ

S.NO.	PARTICULARS	UNITS	AMOUNT
1	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 10PASSENGER ( 680 KGS) & 20 PASSENGER (1360 KGS) AUTO DOOR OPERATED LIFT AT SRIPERUMBUDUR-602105. (AMC PERIOD: 01.01.21 TO 30.06.21 - 6 MONTHS)  1. SVC LIBRARY 2. SVC CRB 5  CGST9% SGST9%  RUPEES (FIFTY SIX THOUSAND FIVE HUNDRED AND TWENTY EIGHT ONLY.) <i>Fifty six thousand five hundred and twenty eight only.</i> CHEQUE IN FAVOUR OF HUNDA LIFTS.	2 NOS	4790.2 47906.00  4311.00 431.00  5652.4 56528.00
	TOTAL		56528.00

CHECKED BY

SUBJECT TO CHENNAI JURISDICTION

AUTHORISED SIGNATORY.

REG OFFICE: NO.32, SHANTHI NAGAR KORATTUR CHENNAI-600 080.

TELE: 044 42865255/26871255/9884069888.E-MAIL:hundalifts2012@gmail.com.

## BANK DETAILS:

BENEFICIARY NAME HUNDALIFTS  
BANK NAME: INDIAN OVERSEAS BANK  
CURRENT A/C NO: 281102000000243  
BRANCH: KAMBAR COLONY  
IFSC CODE: IOBA0002811

BENEFICIARY NAME  
BANK NAME :  
CURRENT A/C NO:  
BRANCH :  
IFC CODE:

HUNDALIFTS  
CITY UNION BANK  
510909010116684  
KORATTUR  
CIUB0000529



**Sri Venkateswara Educational and Health Trust**

1/3A, River View Road, Kotturpuram, Chennai 600 085

Phone: 91-44-24470688/24470689 Fax: 91-44-24470690

GST Registration No.33AAATS2327L1ZJ

&amp;

**Sri Venkateswara College of Engineering**

Sriperumbudur Tk, Kancheepuram Dt, Tamilnadu, India - 602117

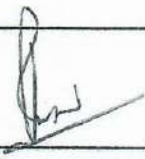
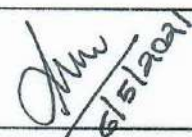

Phone: 91-44-27152000 / 27163783 / 27163784 / 27163785

Fax: 91-44-27162462 / 27162494

www.svce.ac.in

Email: hod\_\_\_\_@svce.ac.in


**PURCHASE / WORK / REPEAT ORDER**

<b>Supplier's Name &amp; Address</b> HUNDA LIFTS NO.32 SHANTHI NAGAR, KORATTUR, CHENNAI-600080		<b>Internal Ref.No. :</b> SVCE/MAINT/2021/06/PUR/REQ00209			
		<b>A3 Code :</b> 7.5			
		<b>Supplier Ref No. :</b> Quote no: HL/SER/CH21/64,64A. Date: 16/06/2021			
<b>Phone :</b> 9884069888		<b>P.O.NO.:</b> SVCE/2021/07/05/PO447			
<b>Email :</b>		<b>P.O.Date :</b> 05-Jul-2021			
Sr.No	Item Description	Unit	Quantity	Price/Unit (Rs.)	Value (Rs.)
1	AMC LIFTS - PERIOD 1.7.21 TO 31.7.22	NOS	1	95805.00	95805.00
<b>DELIVERY LOCATION :</b> SVCE			<b>Discount</b>		0.00
<b>DELIVERY SCHEDULE :</b> AMC SERVICE			<b>Sub Total Amount</b>		95,805.00
<b>INSURED OR NOT :</b> -			<b>CGST</b>		8,622.45
<b>MODE OF DISPATCH :</b> -			<b>SGST</b>		8,622.45
<b>PAYMENT TERMS AND CONDITIONS :</b> 50% with AMC Renewal work order			<b>Grand Total Amount</b>		113,049.90
<b>WARRANTY :</b> 50% After 6 months completion			<b>DEDUCTIONS</b>		0.00
			<b>HANDLING CHARGES</b>		0.00
			<b>INSTALLATION CHARGES</b>		0.00
			<b>SHIPPING OR FREIGHT CHARGES</b>		0.00
<b>Amount in words :</b> Rupees One Lakhs Thirteen Thousand Fifty Only			<b>Net Amount</b>		113,050.00
<b>Instructions :</b> <ol style="list-style-type: none"> <li>1. This Transaction is Subject to Terms &amp; Condition enclosed</li> <li>2. Confirmatory copy to be Signed &amp; Returned</li> <li>3. Specific Instructions ( If Any )</li> </ol>					
		<b>For and on behalf of</b> <b>Sri Venkateswara Educational And Health Trust &amp;</b> <b>Sri Venkateswara College of Engineering</b>			
					
<b>Head of the Department</b>	<b>A3</b>	<b>Principal</b>	<b>Secretary</b>	<b>Treasurer</b>	

Original / Confirmatory / Dept / A3

# TAX INVOICE

B. 56.52.5/-

<b>HUNDA LIFTS.</b> NO.228/1, SRI RANGANATHAN NAGAR 200 FEET ROAD, KORATTUR CHENNAI- 600 076.	INVOICE NO:	SER/82/GST-21	
	DATE :	06.12.2021	
	GST NO.	33AKDPB6937C1ZN	
	PAN NO.	AKDPB6937C	
	HSN CODE	84313910	
	SAC CODE	998718	

## CLIENT DETAILS

M/S SRI VENKATESHWARA COLLEGE OF ENGINEERING.  
 CHENNAI BANGALORE HIGH ROAD,  
 SRIPERUMBUDUR-602105

YOUR WORK ORDER NO : SVCE / 2021/07/05/P0447 DATE : 05.07.2021.

GST NO.33AAATS2327L1ZJ

S.NO.		UNITS	AMOUNT
1	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 20PASSENGER ( 1360 KGS) AUTO DOOR OPERATED LIFT AT LIBRARY BLOCK , SVCE SRIPERUMBUDHUR . (AMC PERIOD : 01.01.2022 TO 30.06.2022-6 MONTHS)- SECOND AND FINAL	1 NO	23951.40
2	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 10PASSENGER ( 680 KGS) AUTO DOOR OPERATED LIFT AT CLASS ROOM , BLOCK -5 , SVCE SRIPERUMBUDHUR . (AMC PERIOD : 01.01.2022 TO 30.06.2022-6 MONTHS)- SECOND AND FINAL	1 NO	23951.40
	CGST9%		4311.25
	SGST9%		4311.25
	RUPEES ( FIFTY SIX THOUSAND FIVE HUNDRED AND TWENTY FIVE AND PAISE THIRTY ONLY.)		
	CHEQUE IN FAVOUR OF HUNDA LIFTS.		
		<b>TOTAL</b>	<b>56525.30</b>

CHECKED BY

SUBJECT TO CHENNAI JURISDICTION

AUTHORISED SIGNATORY

REG OFFICE NO.228/1, SRI RANGANATHAN NAGAR , 200FEET ROAD, KORATTUR , CHENNAI -600 076.

TELE: 73388 88893.E-MAIL:hundaliftsaccts@gmail.com/hundalifts2012@gmail.com.

### BANK DETAILS :

**BENEFICIARY NAM HUNDALIFTS**  
 BANK NAME : INDIAN OVERSEAS BANK  
 CURRENT A/C NO : 281102000000243  
 BRANCH : KAMBAR COLONY  
 IFSC CODE : IOBA0002811

**BENEFICIARY NAME**  
 BANK NAME :  
 CURRENT A/C NO :  
 BRANCH :  
 IFC CODE :

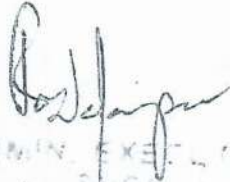
**HUNDALIFTS**  
 CITY UNION BANK  
 510909010116684  
 KORATTUR  
 CIUB0000529




Certification For Payment.

1. The AMC Renewal of CRBVS Library Lift for the period 01.07.2021 to 31.07.2022 given to M/S. HUNDA LIFTS vide work order SVE /2021/07/05/P.O. 447 dt 5.7.2021 at Rs. 1,13,050/-.

2. Along with AMC work order 50% payment B. 56,525/- (Rupees Fifty Six thousand Five hundred and Twenty Five only) is recommended for payment.

  
ADMIN. EXECUTIVE  
SVE

  
ASST. ENGINEER  
ELECTRICAL MAINTENANCE  
K. J. SOMAYAJI COLLEGE OF ENGG.  
PENNARUPU, SRIPERUMBUDUR-52103



## TAX INVOICE

Dt. 15/07/21

## HUNDA LIFTS

NO.32, SHANTHI NAGAR  
KORATTUR,  
CHENNAI-600 080.

INVOICE NO:	SER/028/GST-21
DATE :	12.07.2021
GST NO.	33AKDPB6937C1ZN
PAN NO.	AKDPB6937C
HSN CODE:	84313910
SAC CODE:	998718



## CLIENT DETAILS

M/S SRI VENKATESHWARA COLLEGE OF ENGINEERING.  
CHENNAI BANGALORE HIGH ROAD,  
SRIPERUMBUDUR-602105

YOUR WORK ORDER NO : SVCE / 2021/07/05/P0447 DATE : 05.07.2021.

GST NO.33AAATS2327L1ZJ

S.NO.	PARTICULARS	UNITS	AMOUNT
1	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 20PASSENGER ( 1360 KGS) AUTO DOOR OPERATED LIFT AT LIBRARY BLOCK , SVCE SRIPERUMBUDHUR . (AMC PERIOD : 01.07.2021 TO 31.12.2021-6 MONTHS)	1 NO	23951.40
2	ANNUAL MAINTANANCE CHARGES FOR ONE NUMBER OF HUNDA MAKE 10PASSENGER ( 680 KGS) AUTO DOOR OPERATED LIFT AT CLASS ROOM , BLOCK -5 , SVCE SRIPERUMBUDHUR . (AMC PERIOD : 01.07.2021 TO 31.12.2021-6 MONTHS)	1 NO	23951.40
	CGST9%		4311.25
	SGST9%		4311.25
	RUPEES (FIFTY SIX THOUSAND FIVE HUNDRED AND TWENTY FIVE AND THIRTY PAISE ONLY.)		
	CHEQUE IN FAVOUR OF HUNDA LIFTS.		
	TOTAL		56525.30

CHECKED BY

SUBJECT TO CHENNAI JURISDICTION

AUTHORISED SIGNATORY.

REG OFFICE: NO.32, SHANTHI NAGAR KORATTUR CHENNAI-600 080.

TELE: 044 42865255/26871255/9884069888.E-MAIL:hundalifts2012@gmail.com.

## BANK DETAILS:

BENEFICIARY NAME HUNDALIFTS  
BANK NAME: INDIAN OVERSEAS BANK  
CURRENT A/C NO: 281102000000243  
BRANCH: KAMBAR COLONY  
IFSC CODE: IOBA0002811

BENEFICIARY NAME  
BANK NAME :  
CURRENT A/C NO:  
BRANCH :  
IFC CODE:

HUNDALIFTS  
CITY UNION BANK  
510909010116684  
KORATTUR  
CIUB0000529

56525/-

56525

Condition for Payment.

1. The AMC Renewal of CRB II & Library Lift for the Period 01.07.2021 TO 31.07.2022 given to M/s. HUNDA LIFTS vide work order SUCR/2021/07/05/P.O. 447 dt 5.7.2021 & Rs. 1,13,050/-.

2. Along with AMC work order 50% payment Rs. 56,525/- was given. (1st part)

3. The 2nd & Final Payment Balance 50% Rs. 56,525/- (Copy Fifty six thousand five hundred and twenty five only) is recommended for payment.

Mant  
16.12.21

AMC

1,13,050.

56,525

Less:- 1st Part  
[Inv. No. SUCR/028/KIS-21/]  
12.7.21

56,525

Balance now paid as 2nd  
Part & final bill payment for  
this AMC 16/12/21



## **LIFT FACILITIES AT DIFFERENT LOCATIONS**



**Library facilities- Class Room Block V**





**Lift facilities-Central Library**

## Non Visual Desktop Access (NVDA)

Non Visual Desktop Access (NVDA) is a free and open source screen reader for the Microsoft Windows operating system. The software acts as a platform for providing feedback from Physically challenged person via speech and blindness. The software enables blind or vision impaired people to access the Microsoft application and windows like a sighted person.

### Key Benefits of the software

- The NVDA software allows the vision impaired people to access third party application.
- Around 80 languages were supported by the software.
- Textual formatting also available such as font name and size, style and spelling errors.
- Audible optional and Automatic cursor detection is also available.
- The software automatically detect and install the USB, other portable media.

