Physical Verification Report

ASSET DESCRIPTION	LOCATION	Date of installa	Opening as on 01/04/2023 (Nos.)	Addition/ Disposal During the Year (Nos.)	Closing Balance as on31/03/2024 (Nos.)	Verified By	date of Verification	Asset Register Page No
Computer & Accessories:-								
Desk-Top	3-Principal's Room 2-Accounts Deptt. 1-Head Clerk Room 1-Cash Counter 1-Bursar 3-Office 9-Computer-Lab(2 New) 9-Library 4-Geography Room(1 New) 1-Education Deptt. 1-Commerce Deptt. 1- Sanskrit Deptt. 1-Chemistry(New)		37	0	37			Page no. 31-39 50-55
Laptop	19-Computer Laboratory 4-Office 3-Diff. Departments 2-Stock/Moving 1-Principal		28	1	29			Page no. 31-39 50-55 &17
Projector	1-Principal Room 1-Common Class (A-201) 1-Education Deptt.(A-202) 1-Sans. Deptt.Room(A-112) 1-Phy.Edu(A-115) 1-Commerce (L-203) 1-English(L-204) 1-History (L 202) 1-Bengali (A-204) 1-Pol.Sc.(L-201) 1-Mathematics(C-110) 1-Geo-Deptt. 1-IQAC 1-Economics (C-108) 1-Physics(C-109) 1-Auditorium 1-Virtual Class Room		16	1	17			Page no. 31-39 50-55
Printer & Scanner	3-Principals' Room 1-Cash Counter 1-Head Clerk 2-Library 1-Acounts Deptt. 2+1-Office 1-Bursar 1.Stock		13	0	13			Page no. 31-39 50-55

Physical Verification Report

ASSET DESCRIPTION	LOCATION	Date of installa	Opening as on 01/04/2023 (Nos.)	Addition/ Disposal During the Year	Closing Balance as 30/09/2023 (Nos.)	Verified By	date of Verification	Asset Register Page No
Computer & Accessories:-								
UPS	Various Departments		35	0	35		Page	Page no.
Windows-2003(Software)	Accounts.Dept/Office/Server Etc.		6	0	6			
Windows-2007(Software)	Office		2	0	2			
Students Information Systems	Cash Counter		1	0	1			
Students management Systems	Office/Cash		1	0	1			
Financial Accounting Systems(S	Accounts Deptt.		1	0	1			
Geography Software	Geo.Deptt.		1	0	1			
Digital Pen	Stock		1	0	1			
Pendrive				11-5	6			
Router	Accounts,Computer Lab/Principal's Room/C		11	1	12			Page no.52

Principal
P.N. Das College

Convener
Purchase Committee
P.N. Das College

KOHA Software	Library		1	0	1			
Barcode Scanner	Library		1	0	1			
C.C.Monitor	Principal's Room		1	0	1			
Virtual Class Room								
TELEPRESENCE PLUS			1	0	1			
			1	0	1			
PEOPLELINK PRO AMP.			1	0	1			
INTERACTIVE WHITE BOARD			2	0	2			
PEOPLELINK 15 WEBCAM	S.Building							Page no. 31-39 50-55
			1	0	1			
PEOPLELINK PC CUM KODAC			1	0	1			
PEOPLELINK E LEARNING VC			5	0	5			
BENQ MX 806ST			1	0	1			
PODIAM.			1	0	1			
Computer & Accessories:- Vedio Centre								Page no. 31-39 50-55
HP Desk Top	IQAC		1	Re-installed at Principals'Roo	0			
HP LED			1	0	1			
Sony Handy Camera with Tripod/LED Bulb			2	0	2			
C.C.Camera	1-Principals'Room 1-Towards Main gate 1-Office 1-Cash Counter 2-Main Build Ground Floor.Corridor 2-Main Build.1st floor 2-Old.build.Corridor 1-Library Corridor 1-Reading Room 1-L.Store Room 1-Gymnasium 1-Geography Room 2-Scince Build. 4-L. Hostel Building		16	+6-1	21			Page-no.80, 48-49
TV/Monitor	Monitor--Principa'ls Room			1				
Biometric Machine Fingerprints with card reader	Roon no.A111		1	0	1			
Desk-top	Principal's Room		1	Re-installed at Principals'Roo m	0			

Notes:(1) Students use only [8-Computer-Lab + 5-Library + 4-Geography Room +1-Education Deptt.+ 1-Commerce Deptt,1-Sanskrit +1-Chemistry= 21 Desktops and 19 Laptops are used by students **Total = 40**

(2) Academic purpose[9-Computer-Lab + 8-Library + 4-Geography Room + 1-Education Deptt.+ 1-Commerce Deptt + 1-Sanskrit+ 1-Chemistry + 1 Virtual Class room =26 Desktop and 25 Laptops] **Total = 51** including 40 used by students also.

(3)Administrative Purpose [3-Principals' Room + 2-Accounts Dept + 1-Head Clerk Room + 1-Cash Counter + 1-Bursar + 3-Office + 1-Library =12 Desktops and 4 Laptops] **Total =16**

Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs

2/08/24
Convener
Purchase Committee
P.N. Das College