



**KJSIT/PE&PC/671J /23-24**

**Date: November 06, 2023**

**PLANNING EVALUATION AND PURCHASE COMMITTEE (PE-PC)**

**About Planning Evaluation and Purchase Committee (PE-PC)**

To ensure that quality materials are procured and standard purchase procedures are followed in major and minor purchases.

**Functions and Responsibilities of committee:**

1. To prepare guidelines for procurements of materials, equipments and items for the Institution.
2. To coordinate all the purchases of various departments.
3. To scrutinize requisitions for equipment of various departments and decide upon the necessity of purchasing the equipments keeping in view about the requirements specified by the University or AICTE etc.
4. To arrange to call and scrutinize tenders/ quotations for items of purchase
5. To carry out discussions and negotiations with suppliers and procure the best quality items with competitive price.

**Committee Members:**

Sr. No.	Name	Designation
1	Dr. Vivek K. Sunnapwar	Chairman, Principal
2	Dr. Sunita Patil	Director, Vice-Principal
3	Dr. Namrata Ansari	Co-ordinator
4	Dr. Milind U. Nemade	Member
5	Dr. Jayashree Khanapuri	
6	Dr. Sarita Ambadekar	
7	Dr. Radhika Kotecha	
8	Dr. Harsha Mishra	
9	Dr Hariram Chavan	
10	Ms. Kavita Kadam	
11	Mr. Prabhakar Raut	Stores In-charge-Member

**Dr. Vivek K Sunnapwar**  
**Principal**

**Dr. Sunita R Patil**  
**Vice Principal**