



**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

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#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

The Institute has an established system for maintenance and utilization of computers, classrooms, equipment and laboratories in the campus. This document provides a management framework and an outline on the allocation of responsibilities to ensure effective use and maintenance of existing infrastructure facilities.

Infrastructure coordinator shall look after the maintenance of physical infrastructural facilities. The services of plumbers, electricians, gardener, carpenter and computer technician are available in the campus. Support staff of the institute do the day-to-day cleaning and maintenance work.

Housekeeping services are outsourced on annual contract basis and are made available during day time in all days. The Housekeeping Supervisor monitors the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities etc.

The Institute's campus is under 24/7 CCTV surveillance. Security guards are appointed in two shifts round the clock to maintain the security of the entire campus. For security, external agency is appointed by the Zeal Education Society.

Classrooms with furniture, teaching aids are maintained by the respective department staff and attendants and supervised by the class coordinator. Emergency maintenance repairs are attended on priority basis. The Institute prepares daily time-table for the class-rooms, laboratories, tutorial room and other physical facilities, where the appropriate utilization of the available physical infrastructure is planned and executed.

The library staff is taking care and handling the library books, journals and other learning resources; particularly processing, shelving and conveyance of documents. By the housekeeping staff members cleaning done regularly and carefully. Library Software Maintenance: The Library Automation Software "Autolib" is maintained on regular basis by Akash Infotech.

Effective utilization of seminar halls for organizing academic meetings, seminars, conferences and cultural events is made. For accessing the facilities, the organizing faculty/staff member submits the requirement through the email and hall is made available on the date of event on priority basis. Seminar halls cleanliness is taken care of by the housekeeping team.

The college has adequate number of the computers with internet connections. Computer maintenance and peripheral repairs, replacements are either carried by technical support staff or by the outsourced suppliers.

The sports equipments, ground and various courts in campus are supervised by the Physical Director and maintained by the supporting staff. Gymnasium equipments are maintained by the gym instructor and supporting staff.

Air conditioners, water coolers, aqua guard, Lift, Firefighting equipments, CCTV, ERP maintenance is outsourced to the external agency.

Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages - leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairing locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the respective supportive staff.





# Maintenance Policy

## 1) Introduction

The Institute has an established system for maintenance and utilization of computers, classrooms, equipment and laboratories in the campus. This document provides a management framework and an outline on the allocation of responsibilities to ensure effective use and maintenance of existing infrastructure facilities.

## 2) Maintenance of Physical Facilities

Infrastructure coordinator shall look after the maintenance of physical infrastructural facilities. The services of plumbers, electricians, gardener, carpenter and computer technician are available in the campus. Support staff of the institute do the day-to-day cleaning and maintenance work.

Housekeeping services are outsourced on annual contract basis and are made available during day time in all days. The Housekeeping Supervisor monitors the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities etc.

The Institute's campus is under 24/7 CCTV surveillance. Security guards are appointed in two shifts round the clock to maintain the security of the entire campus. For security, external agency is appointed by the Zeal Education Society.

## 3) Maintenance of Classrooms, Furniture

Classrooms with furniture, teaching aids are maintained by the respective department staff and attendants and supervised by the class coordinator. Emergency maintenance repairs are attended on priority basis. The Institute prepares daily time-table for the class-rooms, laboratories, tutorial room and other physical facilities, where the appropriate utilization of the available physical infrastructure is planned and executed.

## 4) Maintenance and Utilization of Library and Library Resources

The library staff is taking care and handling the library books, journals and other learning resources; particularly processing, shelving and conveyance of documents. By the housekeeping staff members cleaning done regularly and carefully. Library Software Maintenance: The Library Automation Software "Autolib" is maintained on regular basis by Akash Infotech.

## 5) Maintenance and Utilization of Seminar Halls

Effective utilization of seminar halls for organizing academic meetings, seminars, conferences and cultural events is made. For accessing the facilities, the organizing faculty/staff member submits the requirement through the email and hall is made available on the date of event on priority basis. Seminar halls cleanliness is taken care of by the housekeeping team.

## 6) Maintenance of Computer and Accessories

The college has adequate number of the computers with internet connections. Computer maintenance and peripheral repairs, replacements are either carried by technical support staff or by the outsourced suppliers.

## 7) Maintenance of Sports and Gymnasium Facility

The sports equipments, ground and various courts in campus are supervised by the Physical Director and maintained by the supporting staff. Gymnasium equipments are maintained by the gym instructor and supporting staff.





### **8) Maintenance of other amenities**

Air conditioners, water coolers, aqua guard, Lift, Firefighting equipments, CCTV, ERP maintenance is outsourced to the external agency.

### **9) Day to Day Emergency Maintenance**

Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages - leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairing locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the respective supportive staff.

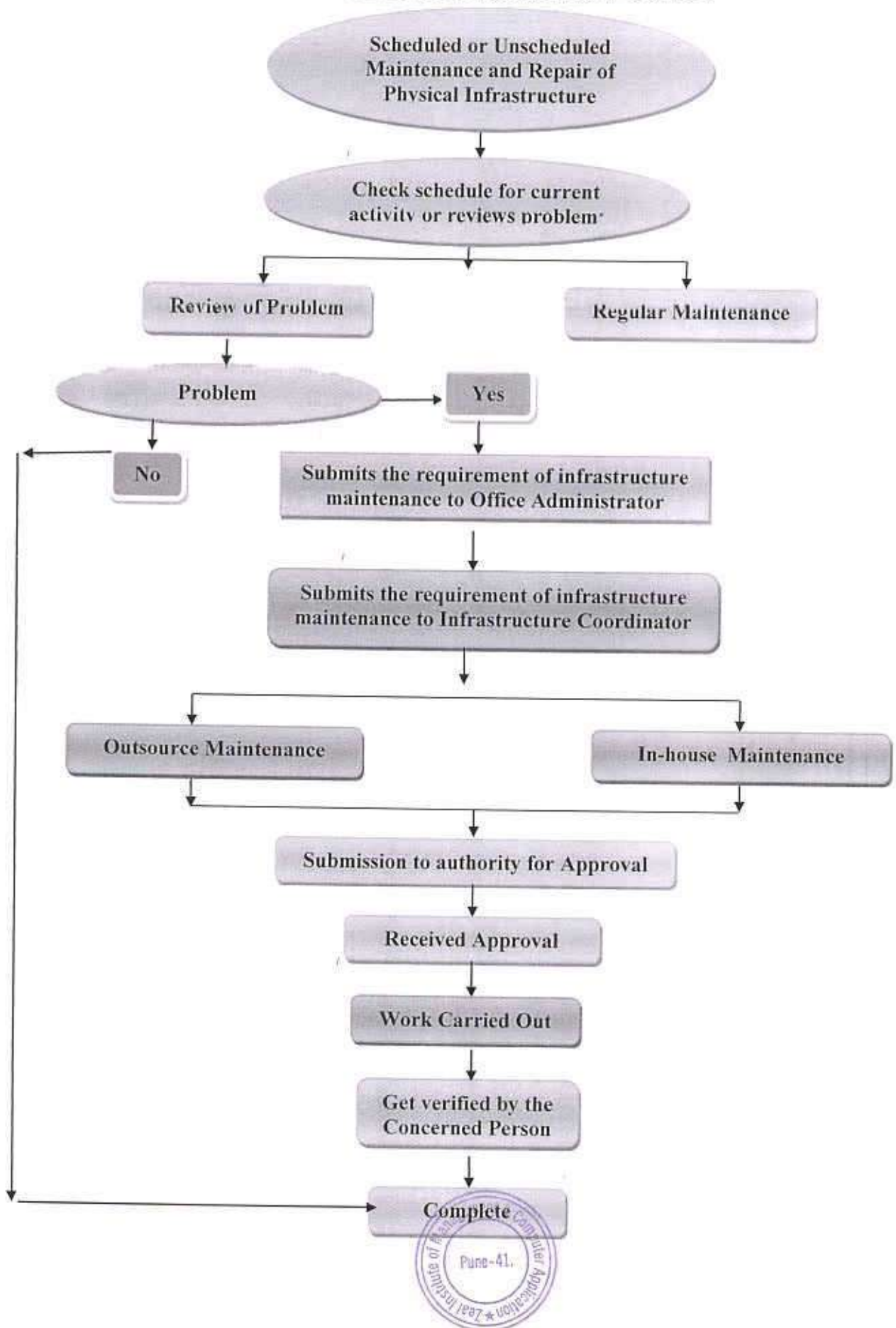
#### **Guidelines for the maintenance of physical infrastructure:**

1. Prepare the routine and preventive maintenance schedule
2. Execute the maintenance schedule with the support of supportive staff
3. Emergency maintenance shall be completed on priority basis
4. The consolidated report of the yearly maintenance shall be prepared and submitted to authorities.





## Infrastructure Maintenance Flow Chart





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### **POLICY PURCHASE COMMITTEE**

The Director of the institute formulates a purchase committee for ensuring transparency in the purchase of various materials/resources required for the institution. The committee is headed by a senior faculty and is assisted by Library in-charge, Lab in-charge, stationary in-charge and Office superintendent.

The Secretary of the committee issues notice to all sections to furnish the details of the requirements. The requirements are consolidated and the committee is asked to collect quotations against the requirements at the beginning of Academic year. The Director convenes a meeting of committee to initiate the process of purchasing. In this meeting director informs committee members to scrutinize the quotations with careful comparison and finalize the purchase of the requirements. This consolidated information of the various purchases are placed before the Governing body its consequent upon the sanction. The Director may invite the short listed parties for the negotiations. The Director informs the purchase committee to issue the purchase order. Consequently, Director issues necessary instructions to professor in- charge to issue purchase order to various firms.

The purchase material is received in the office and equipments are entered in DSR and the stationary and consumable is entered into a General Stock Register (GSR).

The distribution of newly purchased equipment is made only after receiving requisition indent from the respective sections and with the due sanction of the Director.

### **Duties and Responsibilities**

- Taking requirement from all the departments and staff
- Inviting minimum three quotations from Vendors





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- Selecting the Vendor as per lowest quotation, time taken for delivery and vendor's past experiences, references.
- Taking the approval of budget from the Governing body
  - Sending Purchase order
  - Receiving material
  - Making the material available as per the requirement to all the departments and staff
  - Looking after for financial coordination with accounts department
- Preparing Minutes of Meeting.





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## STANDARD OPERATING PROCEDURE MANUAL

### PURPOSE

Guideline for trainee using Computer Lab

### PROCEDURE

1. The Lab assistant/ instructor will assign a computer to individual and will keep a record of it.
2. The trainee will be responsible for the designated computer. He will be fined if any damage to hardware of computer will be fined to provide new hardware against that.
3. All lab computers should be banned for social sites eg. Facebook etc., if connected to internet.
4. Computer will be available for use on first come, first serve.
5. Cell Phones are to be turned off or set to silent while in the lab.
6. Disruptive behavior-Such as shouting or cursing will not be tolerated.
7. Loud Conversations-Should be kept to a minimum while in the lab. If a trainee needs to converse with another trainee, conversations are to be conducted in a quiet manner that will not disturb other lab users. Trainees who become disruptive will be asked to leave.
8. Trainees working in the lab are expected to show respect toward other trainees, faculty and staff. Loitering or socializing in the labs is not allowed. Open labs are quiet areas-loud talking, holding conversations is not allowed
9. Saving Files-Anything saved on the computer hard drive (My Document folder/ desktop, etc.) will be deleted. Data files created in the lab should be saved directly on a USB/zip/flash drive.
10. Changing Hardware and Software Configurations-Changing hardware and software configurations in the computer labs is prohibited. This includes modifications of the settings, configurations of printers and modification of system software. Violators of this policy will be referred to the proper authority for appropriate action, which may include the loss of computer privileges.

### PURPOSE

Guideline for trainee using Computer Lab for Practical.

### PROCEDURE







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1. Display of ID card is mandatory.
2. Recording of In Time & Out time is mandatory.
3. Eatables & Drinks are strictly prohibited.
4. Bags or any belongings are not allowed inside the lab, they must be placed at the designated place.
5. Silence must be strictly observed.
6. Mobile devices are permitted only for practical learning.
7. Users should refrain from visiting sites which are prohibited.
8. Seek advice of the Lab Instructor/ Subject teacher/ System administrator in case of power failure, system failure etc.
9. Access to computers will not be permitted during theory classes.
10. Any external storage devices shall not be allowed unless and until permission sought.
11. Tampering any property and violating any rules will be dealt seriously.
12. Changes to the computer setting and displacing lab equipment's are strictly prohibited.
13. It is mandatory to shut down the computer system, arrange the chair, and switch off the lights, fans before leaving the computer lab.
14. The Institute will not be responsible for the loss or misplacement of personal belongings in the Computer Lab/center.
15. The Lab Committee may amend the Rules and Regulations as and when required.

**Note: This policy will be in effect from Academic year 2019 – 2**





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## LIBRARY POLICY

### VISION

Spreading knowledge through quality resources and innovative services.

### MISSION

To provide comprehensive learning resources and services in support of the, teaching, learning and research needs for stimulating intellectual curiosity, creativity and to facilitate lifelong learning and research.

### OBJECTIVES

Objectives of the Institute's library are framed inline with five Laws of modern Library Science

1. To enrich the library collection with learning resources pertaining to curriculum and beyond as well as to ensure optimum use by the learners.
2. To establish user friendly Learning Resource Center by providing Open Access System and to offer best services by using latest technology.
3. To satisfy the diverse learning interests and matching the needs with its resources in consultation with library members.
4. To ignite hunger among the library members towards the learning resources by conducting appropriate activities.
5. To enhance teaching – learning and research activities to boost interdisciplinary learning.

### A) ABOUT INSTITUTIONAL LIBRARY

ZIBACAR Library is the hub of all learning activities and aptly called as the Knowledge Resource Center. The Institute has well furnished library equipped with adequate number of books and journals. In addition, library has ample collection of books pertaining to general knowledge, communication dynamics, aptitude test, presentation skills, soft skills, business games and personality development required for professional grooming. Nevertheless, consistent efforts are made to enrich library with latest arrivals relevant to current and contemporary needs as per the suggestions and recommendations of faculty and students. The library has optimum infrastructure as per the norms of AICTE. The library has spacious and well furnished reading room enriched with newspaper, popular journals and with multimedia facility. Besides, library has reprographic facility, internet connectivity, WiFi, OPAC and





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Book Bank for knowledge accession. The e-library of the institute has an excellent collection of e-books, e-journals, NPM (non printing material include books CD, software installable CD). The library goes beyond the boundaries of the institute and has tie-ups with other libraries.

I. FIVE LAWS OF MODERN LIBRARY SCIENCE

- a. Learning Resources are for use.
- b. Every reader has his / her Learning Resource.
- c. Every Learning Resource has its reader.
- d. Save the time of the reader.
- e. The Learning Resource Center is a growing organism.

II. LIBRARY HOURS

Monday to Saturday	-	9:00 am to 5.00 pm
Library Reading Hall Time	-	24 hours
Library Stock Circulation Time	-	9:00 am to 5.00 pm

III. LIBRARY COLLECTION

The Library has developed an excellent collection of Books, Reference books, National and International Journals, Research Reports, Summer Internship Projects, Industrial Project Reports, Mini-Project Reports, e-books, CDs and DVDs.

The number of Books and Journals to be added yearly in the Library for each division as per AICTE norms are as follows: Number of Titles : 50

Number of Volumes	500
Number of Journals	12
E-Journals	: EBSCO, J-Gate, IEEE
CD/DVD	: Desired





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#### IV. LIBRARY INFRASTRUCTURE

The library is housed with various amenities as per AICTE norms,

1. Property Counter
2. Library OPAC
3. AutoLib Library Management System
4. Circulation Section/Counter
5. Reference Section
6. Reading Hall
7. Video Collection and Viewing Facility
8. Stack area and Books in all disciplines
9. Periodicals Section
10. New Arrivals Display
11. Newspapers
12. Light Reading Materials
13. Technical Reports
14. Reprographic Facility
15. Printer
16. Scanner
17. E-library /Digital Library
18. Wi-Fi Facility

#### V. AUTOLIB LIBRARY MANAGEMENT SYSTEM

The Library uses AutoLib Library Management System to automate various functions and services of the library. The software is in client-server mode where database and Web OPAC are installed on the server PC while the data entry program is installed on client PCs. The software provides OPAC interface to publish the library catalog online.

#### POLICY FOR BOYS COMMON ROOM

1. Boys common room is only for the Boys students and male faculties.
2. **Boys common room will be utilized only when needed.**
3. Keep the room clean and in hygienic Condition
4. For maintenance of any resources of the room, report to admin.





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## CODE OF CONDUCT

### 1. FACULTY

#### *1. I will be trustworthy and build trustworthiness by*

- Demonstrating professional competence to teach and learn
- Abiding by the terms of employment and institutional norms in letter and spirit
- Believing in openly and pro-actively sharing knowledge and information
- Being honest and encouraging honesty in all my academic and other human activities
- Honestly projecting my work by not indulging in plagiarism and/or copyright/IPR violation
- Making my services available at all times for the development of students, the institution and the society I serve
- Providing honest and objective feedback that will help students and faculty to assess their learning and progress towards their goals
- Demonstrating the courage to speak the truth and do the right things rightly
- Developing self through continuous learning through research and practice, individual and collaborative learning

#### *2. I will earn respect and help earn respect by*

- Treating students, parents, peers, superiors and management with respect
- Accepting that each individual is unique
- Counseling and mentoring students and peers
- Setting a good example by being a role model
- Displaying initiative and continuously pursuing excellence in all endeavors
- Showing concern towards students, peers, support staff, alumni and the environment.

#### *3. I will guide students to take responsibility for their actions by*

- Leading by example - Being accountable for my words, actions and behavior
- Always doing my best and demonstrating a passion for excellence and an eye for details
- Taking actions after duly considering the possible outcomes

#### *4. I will demonstrate fairness in dealings by*

- Being objective in evaluation and interaction and show no bias or preference on the basis of race, color, creed, religion or gender;





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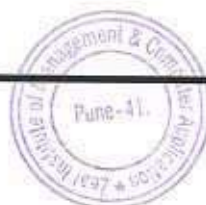
- Maintaining relationships with students, peer, parents and alumni which will not interfere with fair evaluation
  - Openly accepting my shortcomings through transparency of my actions.
5. *I will demonstrate empathy by*
- Emotionally connecting with students, to understand their aspirations and anxieties and help them reach their highest potential
  - Maintaining confidentiality of student information unless there is legitimate ground for disclosure
  - Providing a safe and open environment for discussion and dealing with sensitive issues
  - Inculcating a spirit of caring towards all fellow human beings
6. *I will demonstrate that the knowledge gained is not merely for fulfilling materialistic ambitions but also to serve the society.*

## 2. STAFF

1. **Discrimination:** Staff must at all times observe the Equal Opportunities Policies for staff, students, parents and other stakeholders in accordance with those policies.
2. **Health and Safety:** Staff must take care of their personal hygiene, safety and welfare, and that of other persons who may be affected by their acts or omissions. All staff must comply with the requirements of the Health and Safety policy and relevant legislation and regulations.
3. **Fire:** Staff must familiarize themselves with the fire precautions, procedures and drill routines. They must regard practice fire drills or building evacuations in a positive manner, and ensure they are perceived by pupils as an essential precaution to prevent risk of injury or fatality.
4. **Business Practice:** Staff must maintain an impeccable standard of integrity in all their professional relationships.

### 2.1 GENERAL POINTS

- 2.1.1 Staff should display the highest possible standards of professional behavior that is required in an educational establishment.





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- 2.1.2 Staff should seek to co-operate with their colleagues, providing support, help and guidance as required by them and enable effective communication.\
- 2.1.3 Staff should not use their position in the Institute for private advantage or gain.
- 2.1.4 Staff should avoid words and deeds that might bring the disrepute or might undermine colleagues in the perception of others (staff/students /parents/community).
- 2.1.5 Staff should retain professional independence and not promote political bias to others in their working activities.
- 2.1.6 Staff should be aware of, and should follow policies systems and procedures of the institute. They should normally communicate through the hierarchy reporting to their immediate authority first.
- 2.1.7 Staff should participate in the professional development and support training activities
- 2.1.8 Staff should attend their place of work punctually in accordance with their time schedule. Those unable to avoid being late or absent should, should inform the office well in advance whenever possible.

### **3. STUDENTS**

#### **3.1 ZEAL Campus**

- 3.1.1 The students are required to keep the decorum of ZEAL campus in terms of conduct and good order as a whole. They should refrain from misconduct of any kind, which would tarnish the image of ZEAL. The students should remember that they are now not only a postgraduate student; but also a budding professional. The entire staff of Zeal Educations Society, other students and the visitors to the campus would be closely observing each of you.
- 3.1.2 Use of cell-phone is not allowed on ZEAL campus. If found it will be confiscated.
- 3.1.3 Vehicles are to be parked at appropriate places and properly locked at one's own risk. Use of additional safety devices is strongly recommended. Do not leave unattended items on the vehicles.
- 3.1.4 Students are expected to carry Identity-card throughout their presence in INSTITUTE / ZEAL campus.





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- 3.1.5** Smoking, consuming alcoholic drinks and eating non-vegetarian food on Institute campus is strictly prohibited.
- 3.1.6** As per the Anti-ragging Act, any such act of ragging individually or jointly is punishable and the concerned student will be immediately removed from this Institute, and the action under the relevant Sections of Prevention of Ragging Act 1998.
- 3.2** In the Class Room
- 3.2.1** Students should come prepared for class. They would be assigned reading material that they are expected to read before the class.
- 3.2.2** SPPU, Pune expects that the students should attend at least 75% of lectures and laboratory/ tutorial sessions for each subject in the semester. Failing which, the institute will not able to grant the terms and will not able to forward the student's examination form and internal marks to the University of Pune. However, in the larger interest of improving oneself, the students should attend 100% of the classes. Absence due to serious medical conditions or death in the family can be excused. The student needs to inform the Course coordinator and the concerned faculty of such absence on phone in emergency followed by the written application subsequently in next 48 hours. In other cases, the student need get sanctioned single day/ more days leave by the Director, at least 3 days (excluding Saturdays and Sundays and public holidays) before proceeding on the leave through the respective Course coordinators. If any student does not comply with this procedure, s/he may be penalized as per the discretion of the Director.
- 3.2.3** Students should turn off their cell phones or keep on silent mode prior to entering class/ seminar hall/meeting or conference room. Non-adherence to this pre-requisite will lead to confiscation of the cell-phone.
- 3.2.4** Students are encouraged to voice their opinions and engage each other in healthy debate. However, they should always be respectful of their instructors and fellow students.
- 3.2.5** Students should be seated in the class at least five minutes prior to the beginning of class. Students who are late will not be allowed to enter the class after a class has commenced.







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**3.2.6** Students are not allowed to consume beverages or eat in classrooms. During lunch hour, students should eat their meals in the canteen only.

**3.2.7** Students are not allowed to go out in between the lecture session.

**3.2.8** If the lecture is unattended by a faculty for any reason, CR will communicate to Course coordinator for further instructions. Under no circumstances, students are allowed to leave the classroom without any instruction.

**3.2.9** Maintain silence, discipline and decorum in class, institute and labs.

### 3.3 In Examination Hall

**3.3.1** The students are expected to report 30 minutes prior to scheduled examination time. Institute will deny the entry to the examination in case of late arrival of the student. Students are not allowed to leave the examination hall (for any reason what so ever) till he/she submits his/her answer sheets. Students are not allowed to submit the answer sheet half an hour before the concluding time of the exam.

**3.3.2** Students are not allowed to

- Write anything on the question paper
- Pass / ask for any type of stationary/ calculators  Discuss anything once they enter the examination hall  Written chits or writing on hand, body or clothing.
- Carry baggage /study material inside the exam hall.

**3.3.3** Any types of queries are to be directed only to the invigilator.

**3.3.4** The students are not allowed to use the corridors when an examination is in progress.

**3.3.5** Any malpractice during examination would be viewed seriously and punished as decided by INSTITUTE / SPPU authorities. Minimum punishment for the above is to debar the guilty student from three papers and communication to their parents. One who copies and one who helps the other are equally guilty and shall be punished equally; as per the Maharashtra Prevention of Malpractices at the Examination Act.

**3.3.6** Students are prohibited to carry cell phones in examination hall. INSTITUTE is not responsible for the safekeeping of the cell-phones during examination.

**3.3.7** Copy case during midterm examination and class test will be viewed very seriously. In that case student will not be allowed for campus placement.



**ZEAL**  
INSTITUTES  
www.zealeducation.com



ZEAL EDUCATION SOCIETY'S  
**ZEAL INSTITUTE OF MANAGEMENT AND  
COMPUTER APPLICATION**

Sr.No - 39, Narhe Dhayari Road, Narhe, Pune - 411 041 (MS) India.  
☎ 020-6720 6041/42 ✉ director.zimca@zealeducation.com 🌐 www.zimca.in  
AISHE Code : C-50909 | DTE Code : MB-6195 | SPPU Pun Code : IMMP015570

ISO:21001 Certified

## Purchase Order

Store/PO/Poona Elevators/2022-23/ 3270

Date: 25/11/2022

29/3/2023

To

**Poona Elevators**

S.No.148, Plot No-3, Jambe-Sangwade Road, A/P. Jambe, Tal:-  
Mulshi, Dist:- Pune:-412111

Phone : 020-20291103

E-mail : poonaelevators@gmail.com

**Subject :** Purchase/ Work order for Lift Maintenance Material at ZES, Zeal Institute of Management and Computer Application Narhe Campus.

Sir/ Madam

With reference to your proposal, we are pleased to place the Purchase/ Work order for Electrical Material for Lift Maintenance at Zeal Education Society's Zeal Institute of Management and Computer Application Narhe Campus.

Sr. No.	Particulars	HSN	Qty.	Unit	Rate	Total
1	Supply & Fixing of Break Coils to Lift	-	2	Nos.	2150.00	4300.00
<b>Total</b>						<b>4300.00</b>
<b>GST @ 18%</b>						<b>774.00</b>
<b>Round Off - / +</b>						<b>0.00</b>
<b>Grand Total (Including all applicable Taxes)</b>						<b>5,074.00</b>
<b>Amount in words Rs. Five Thousand Seventy Four Only</b>						

Terms and Conditions :

1. Training: At ZES, ZCOER Narhe Campus
1. Training Period: 4-5 Days After P.O.
3. Taxes & duties: Extra As Applicable (TDS Required if Applicable)
4. Payment Terms: 100% After Supply of Material & Installation
4. Support: On Site  
(Subject to Pune Jurisdiction)

Thanking You.

  
Director  
ZIMCA



  
28/03/23  
Director


Academics, Admission and Administration  
Zeal Education Society

S.NO.148,Plot No.3, Jambe Sangwade Road,A/P.Jambe,Tal. Mulshi,Dist.Pune- 412 111 .Tel.: 020-2443 4877  
Email Id :- poonaelevators@gmail.com

**TAX INVOICE**

TO, THE SECRETARY ZEAL EDUCATION SOCIETY-ZIMCA NARHE PUNE STATE : MAHARASHTRA STATE CODE : 27 GSTIN NO:- NA	BILL NO. PE/ML-449/22-23 DATE :-28.11.22 PAN NO:-ABEPP3165C GST NO:-27ABEPP3165C1ZU STATE : MAHARASHTRA
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NO	DESCRIPTION	QTY	UNIT	EACH	AMOUNT
	SUPPLY AND FIXING OF BREAK COILS TO YOUR LIFT AT ABOVE SITE	2	NOS	2150.00	4300.00
<b>BASIC TOTAL</b>					<b>4300.00</b>
<b>CGST 9 %</b>					<b>387.00</b>
<b>SGST 9 %</b>					<b>387.00</b>
<b>ROUNDED OFF</b>					
<b>GRAND TOTAL</b>					<b>5074.00</b>

Approved For Bill  
Payment of Rs:- 5074/-  
  
Principal

HSN CODE : 8431

**BANK DETAILS**  
ACCOUNT NAME : M/s Poona Elevators  
BANK NAME : Union Bank Of India, F.C Road  
ACCOUNT NO : 489401010926077  
IFSC CODE : UBIN0548944

**RUPEES:- FIVE THOUSAND SEVENTY FOUR RUPPES ONLY**  
" I/We hereby certify that my/our GST registration certificate under the GOODS and SERVICE TAX ( GST) Act. 2017 is in force on the date on which sale of goods specified in this GST invoice is made by me/us and that the transaction of the sale covered by this This GST Invoice has been effected by me/us and it shall be accounted for in the turnover of the sale while filling of the return and the due tax, if any, payable on the sale has been paid or shall be paid. This Invoice is subject to pune Jurisdiction.

**POONA ELEVATORS**  
  
  
**AUTHORISED SIGNATORY**

PE/MAINT/09/REV-01

Work completed  
28.11.22





P 0

Approval Note

No. ZES/3270

Date: 16/3/2023  
29/3/2023

ZES's Narhe, Pune  
Name of Institute - ZIMCA  
Name of Department - Infra  
Subject - Tax invoice of lift repairing at ZIMCA.

Respected Sir,  
As per above mentioned subject I am submitting Requisition/ Approved note/ Bill / Quotation for further sanction.

S.N.	Description	Unit	Qty	Rate	Approx. Amount	Remarks
1	Supply and fixing of break coils.	NOS	02	2150/-	4300/-	
				CGST 9%	387/-	
				SGST 9%	387/-	
Total Approximate Amount					Rs 5074/-	

Kindly request you to see the attached Quotation / bill / Requisition and kindly approve the same.

Prashant Wande  
Estate Manager  
Zeal Education Society  
Narhe, Pune

Ry

28/03/23

Prof. Uddhav Shid  
Academics, Admission and Administration  
Zeal Education Society

Approved/ Not Approved



Principal  
3008, Polynabhand/  
Bellona/TH /ZIMCA



**Zeal Education Society**  
Narhe, Pune 411041

**MATERIAL REQUISITION FORM**

To, <u>store</u>	Form No. : <u>4192</u>
Name of Institutes : <u>ZINCA</u>	Date : <u>16/3/23</u>
Name of Department : <u>infra.</u>	
Subject : <u>Majority consumption against LIT Repairing</u>	

As per above mentioned subject following items are required. So please considering this request make these item available as soon as possible

Sr. No.	Description of Material	Specification of Material	Quantity of Material	Accounting Unit	Purpose of Requirement
1.	<u>Break coils</u>		<u>02</u>	<u>nos</u>	
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					

APPX Budget Rs 5074/-

Sr. No.	Designation	Name	Sign & Date
1.	Lab Incharge / Office Staff	<u>Prashant Wande</u>	<u>AWD 16/3/23</u>
2.	HOD / OS / AO		
3.	Principal	<u>Prof. Sanjay Mahadik</u>	
4.	Director	<u>Prof. Uddhav Shid.</u>	<u>US 23/03/23</u>
5.	Secretary		

- Note :
1. Only Store is authorize to make any purchase. So submit this from to store before purchase or hire service.
  2. All Fields of Requisition from must be filed such as description, Specifications, Quantity, Accounting Units and Purpose of Purchase.
  3. Mention Delivery Schedule in Days.
  4. After all authorization foreword this to store.





ISO 9001:2015

Quality Management System, Cert. No. 12063

S.No-148, Plot No-3, Jambe-Sangwade Road, A/p. Jambe, Tal-Mulshi, Dist-Pune-412 111, Ph-020-20291103

### TAX INVOICE

TO, ZEAL EDUCATION SOCIETY'S ZEAL INSTITUTE OF MANAGEMENT & COMPUTER APPLICATION C WING S.NO-39, NARHE, PUNE-411041  GSTIN NO:- NA.		BILL NO PE/ML-327/22-23 DATE:- 14.09.22  GST NO:- 27ABEPP3165C1ZU			
NO	SPECIFICATION / DESCRIPTION	QTY	UNIT	EACH	AMOUNT
1	4 POLE MCCB	1	NO	3850.00	3,850.00
2	ONE RELAY	1	NOS	1150.00	1,150.00
Approved For Bill Payment of Rs:- <u>5990/-</u>  Principal					
HSN CODE:- 8431					
<b>BANK DETAILS</b>					<b>TOTAL</b>
ACCOUNT NAME : M/s Poona Elevators BANK NAME : Union Bank Of India, F.C Road ACCOUNT NO : 489401010926077 IFSC CODE : UBIN0548944					5000.00
					CGST-9% 450.00
					SGST-9% 450.00
					ROUND OFF 0.00
					<b>GRAND TOTAL 5900.00</b>

RUPEES :- FIVE THOUSAND NINE HUNDRED ONLY

" I/We hereby certify that my/our GST registration certificate under the GOODS and SERVICE TAX ( GST) Act. 2017 is in force on the date on which sale of goods specified in this GST invoice is made by me/us and that the transaction of the sale covered by this This GST Invoice has been effected by me/us and it shall be accounted for in the turnover of the sale while filling of the return and the due tax, if any, payable on the sale has been paid or shall be paid. This Invoice is subject to pune Jurisdiction.



POONA ELEVATORS

*[Signature]*  
 AUTHORIZED SIGNATORY

PE/MAINT/09/REV-01

*[Handwritten notes]*

*[Handwritten date]*  
 16.11.22



*S. M. Katkar*

B.A. Honors, LL.B.

FOUNDER DIRECTOR

**ZEAL EDUCATION SOCIETY**

Regd. No. MAH/1146/96/PUNE. Cr. 65/3-96 &amp; P-1203/Pune. D. 19/09/96

S. No. 25/33 Hingane Khera, Shri Jagad Road, Pune-411004

☎ 020-2434 8071 Tele Fax: 020-2434 8365

Email: zeal@zeal-education.com; website: www.zeal.edu

**Purchase Order**

Store/PO/LDS Infotech Pvt. Ltd./2022-23/1236

Date: 29/06/2022

To

**LDS Infotech Pvt. Ltd.**

710, 7th Floor, Westport, Pancard Club Road, Baner, Pune-411045

Phone : 7709811555

e-mail : valbhav.m@ldsinfotech.com

**Subject:** Purchase/ Work order for Renewal of Microsoft Office License 365 at Zeal Education Society, Narhe Campus.

Sir/ Madam

With reference to your quotation, we are pleased to place the Purchase/ Work order for Renewal of Microsoft Office License 365 at Zeal Education Society Narhe Campus.

Sr. No.	Particulars	HSN/SAC	Qty.	Unit	Rate	Total
1	M365 Apps Enterprises Open Faculty Along Sub OLV EIM Acad AP Sr.No:- S3Y-00001	997331	100	Nos.	1497.00	159700.00
2	Win Device Edu Along Upgrade SA OLV E 1 Year Acad Ent. KW5-00359	997331	100	Nos.	1330.00	133000.00
3	Intune Open Along Sub OLV EIM Academic AP Fac Renewal Sr.No:- 3LN00001	997331	100	Nos.	482.00	48200.00
4	O365 ProPlus Open Students ShrdSvr ALNG Subs VI. Academic Student STU se Bnfl Sr.No:- S2Y-00002	997331	2000	Nos.	Included	0.00
<b>Total</b>						<b>340,900.00</b>
GST @ 18%						<b>61,362.00</b>
<b>Grand Total</b>						<b>402,262.00</b>

**Amount in words Rs. Four Lacs Two Thousand Two Hundred Sixty Two Only**

Terms and Conditions:

1. Delivery: Zeal Education Society Narhe Campus (ESD-Electronics Software Delivery)
2. Delivery Period:
3. Taxes & duties: Extra As Applicable
4. Payment Terms: 100% Advance With P.O.
5. Support: On Site  
(Subject to Pune Jurisdiction)

Thanking You.



30/06/2022  
DirectorAcademics, Admission and Administration  
Zeal Education Society



**ZEAL EDUCATION SOCIETY**  
Comparative Statement for Renewal of Microsoft Office License

Sr. No.	Item Description with Specification	Qty.	A/U	LDS Infotech Pvt. Ltd.		Alekas Solutions Pvt. Ltd.		Techigent	
				Rate Per Unit	Total Amt.	Rate Per Unit	Total Amt.	Rate Per Unit	Total Amt.
1	M365 Apps Enterprises Open Faculty Along Sub OLV EIM Acad AP Sr.No:- S3Y-00001	100	License	1597.00	159700.00	1624.00	162400.00	1649.00	164900.00
2	Win Device Edu Along Upgrade SA OLV E 1 Year Acad Ent. KW5-00359	100	License	1330.00	133000.00	1337.00	133700.00	1357.00	135700.00
3	Intune Open Along Sub OLV EIM Academic AP Fac Renewal Sr.No:- 3LN00001	100	License	482.00	48200.00	483.00	48300.00	491.00	49100.00
4	O365 ProPlus Open Students ShrdSvr ALNG Subs VL Academic Student STU use Bnft Sr.No:- S2Y-00002	2000		0.00	0.00		0.00	0.01	20.00
<b>Total</b>					<b>340900.00</b>		<b>344400.00</b>		<b>349720.00</b>
<b>GST / Taxes</b>					18%		18%		18%
<b>GST Amount</b>					61362.00		61992.00		62949.60
<b>Total Amount (Including Taxes)</b>					<b>402262.00</b>		<b>406392.00</b>		<b>412669.60</b>
<b>Payment</b>				100% Advance With Order		100% Advance With Order		100% Advance with P.O.	
<i>Forwarded for Sanadhar Sir Purchase Office</i>  29/6/22 Store Incharge Prepare by		<i>LDS info Latest Price</i>  Mr. Sanadhar Lad Network Admin		 Purchase Officer Zeal Education Society		 30/06/2022 Director Academics, Admission and Administration Zeal Education Society Approved by			





Date: 29/06/2022

To,  
The Director,  
Academics, Admission & Administrative  
Zeal Education Society,  
Narhe,  
Pune-41.

Subject: Request to Renewal Microsoft Office 365 License 100 Nos.

Respected Sir,

With reference to above mentioned subject, I undersigned request to please give the permission for renewal of Microsoft Office 365 License for 100 nos. which is expired already in month of May 2022.


I have attached quotation for the same herewith.

Please do the needful.

Thanking You,


  
Dr. Ajit Kate  
Principal, ZCOER

  
Dr. Rajesh Kashyap  
Director, ZIBACAR

  
Mr. Ayub Tamboli  
Principal, Polytechnic

  
Dr. Ravindra Patil  
Director, ZIMCA

  
29/06/2022  
Mr. Uddhav Shid  
Director  
Admission/Academics/Administrative, ZES

Yours faithfully,  
  
Mr. Samadhan P. Lad  
Network Administrator  
Zeal Education Society.





## Zeal Education Society

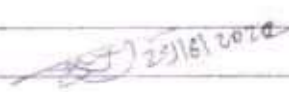
Narhe, Pune 411041

### MATERIAL REQUISITION FORM

To: Director	Form No. : 5623/1237
Zeal Education Society	
Name of Institutes : Zeal Education Society	Date : 29/6/22
Name of Department : central server room	
Subject : Renewal of microsoft licenses	

As per above mentioned subject following items are required. So please considering this request make these item available as soon as possible

Sr. No.	Description of Material	Specification of Material	Quantity of Material	Accounting Unit	Purpose of Requirement
1.	Microsoft office				As per
2.	365 license renewal		100	1003.	attach
3.					Approval
4.					sheet.
5.					
6.					
7.					
8.					
9.					
10.					
11.					

Sr. No.	Designation	Name	Sign & Date
1.	Lab Incharge / Office Staff		
2.	HOD / OS / AO	Mrs. Samadhan Lad.	 29/6/2022
3.	Principal		
4.	Director		
5.	Secretary		

#### Note :

1. Only Store is authorize to make any purchase. So submit this form to store before purchase or hire service.
2. All Fields of Requisition form must be filled such as description, Specifications, Quantity, Accounting Units and Purpose of Purchase.
3. Mention Delivery Schedule in Days.
4. After all authorization forward this to store.





# Quote

AT THE THRESHOLD OF NEXT BIG THING

To: **IT & System Administrator**  
**Zeal Education Society**  
S.NO 39, Dhayari Road, Narhe,  
Pune, Maharashtra 411041

Date: June 28, 2022  
Ref: LDS/2022-23/VM052  
Tel: 020 67206000  
Email: [samadhan.lad@zealeducation.com](mailto:samadhan.lad@zealeducation.com)

Quote prepared by - Vaibhav More : 7709811555

Kind Attention : Mr. Samadhan Lad

Sr.No.	Description	Qty	Rate	Total	GST-18%	Line Total
S3Y-00001	M365 Apps Enterprise Open Faculty ALng Sub OLV E 1M Acad AP	100	1,597	1,59,700	28,746	1,88,446
KW5-00359	Win Device Edu ALng Upgrade SA OLV E 1Y Acad Ent	100	1,330	1,33,000	23,940	1,56,940
3LN-00001	Intune Open ALng Sub OLV E 1M Academic AP Fac Renewal	100	482	48,200	8,676	56,876
S2Y-00002	O365ProPlusOpenStudents ShrdSvr ALNG SubsVL OLV NL Acadmc Stdnt STUUseBrft	2,000	0	0	0	0
Price Validity upto 30 June 2022				3,40,900	61,362	₹ 4,02,262

### Terms and Conditions :-

1. Payment Terms : 100% Along with the order.

Payment not received within due date, Interest @24%p.a. will be charged on the bill.

2. Delivery : License will be in from of ESD – Electronic Software Delivery (Software to be downloaded from weblink)

3. Orders once placed cannot be cancelled under any circumstances, if in any case order is cancelled the cancellation fees will be 25% of the total PO value

4. Validity : Prices Valid as per Dollar-Rupee conversion rate or 15 Days whichever earlier.

5. Prices quoted for software licenses do not include any services like installation training & post sales. Any

6. All above prices are in INR and Software Licenses are subject to Goods & Service Tax of 18%.

7. Purchase Order & Payment to be made in name of LDS Infotech Pvt Ltd.

8. No TDS will be charged on on software resale and henceforth the same is not to be deducted. As per Notification No. 21/2012 dated 13-06-2012 from the Ministry of Finance.

9. Change in Govt notifications like CVD, import/customs duty, Service Tax will change the pricing accordingly.

We hope that the above offer is as per your requirement and look forward for your valued order.

For LDS INFOTECH PVT LTD

Celebrating 23 Years of Grandeur in Service.

20, 7th Floor, Westpark Pancard Club Road, Baner, Pune 411045. / GST No. 27AAAC14239K12D

Zeal Education Society  
Narhe, Pune 411041  
STORE IDENTIFICATION  
Inward No. 98  
Date: 28/6/22  
Sign: [Signature]



**COMMERCIAL PROPOSAL**

Reference: AKS/JUNE/2022003R1

Date: 20th June, 2022.

To,

**Zeal Education Society**

S.NO 39, Dhayari Road, Narhe, Pune, Maharashtra 411041

**Sub:** Quotation for the supply of Microsoft Software

Dear Sir,

In continuation to the enquiry we received from you, we are hereby pleased to submit our proposal for your kind perusal the following Specified product below. We would be pleased to provide you with any further information you may need in this regard.

Product Synopsys:-

Sr. No.	Part No.	Product	Qty	Unit Price	Total Price
1	S3Y-00001	M365 Apps Enterprise Open Faculty ALng Sub OLV E 1M Acad AP	100	1624	162400
2	KW5-00359	Win Device Edu ALng Upgrade SA OLV E 1Y Acad Ent	100	1337	133700
3	3LN-00001	Intune Open ALng Sub OLV E 1M Academic AP Fac Renewal	100	483	48300
4	S2Y-00002	O365ProPlusOpenStudents ShrdSvr ALNG SubsVL OLV NL Acdmc Stdnt STUUseBnft	2000	00	00
Sub Total					344400
GST@ 18%					61992
<b>TOTAL</b>					<b>406392</b>

**Standard Terms and Conditions:**

1. Payment Terms: 100% Advance against Purchase Order.
2. Delivery: 1 Week
3. Price Validity: 25<sup>th</sup> June 2022

NOTE: Order once placed cannot be cancelled.

Yours Sincerely,

For Alekas Solutions Pvt Ltd.

Vikrant Chandgude

7671956961

Zeal Education Society  
Narhe Pune 411041  
STORE DEPARTMENT  
#6-3-456/21, 3rd floor, Sree Nilayam, Dwarakapuri Colony, Punjagutta, Hyderabad - 500082  
Inward No. 29  
Date: 28/6/22  
Sign: [Signature]

#6-3-456/21, 3rd floor, Sree Nilayam, Dwarakapuri Colony, Punjagutta, Hyderabad - 500082

Telephone: 830987066, Website: [www.alekas.in](http://www.alekas.in)

Email: [info@alekas.in](mailto:info@alekas.in), [sales@alekas.in](mailto:sales@alekas.in)

Vijayawada || Mumbai || Pune || Bangalore || Chennai || Kerala

GST NO# 36AARC6948F1Z7



Ref: -TTPL/SB518/2022

Date: - 18/05/2022

To,

**Zeal College of Engineering and Research**

Address : Survey No, 39, Dhayari Narhe Rd, Narhe, Pune, Maharashtra 411041

Mobile No: 020-67206125

Email ID: netadmin@zealeducation.com

Kind Attn.: - Samadhan Lad

With reference to our discussion please find attached Commercial Proposal we would like to offer for "Software Product"

Commercial proposal

SKU CODE	Description*	Qty	Unit Price	Total	Tax	Total with Tax
S3Y-00001	M365 Apps Enterprise Open Faculty ALng Sub OLV E 1M Acad AP(Annual)	100	1,649	1,64,900	29,682	1,94,582
KW5-00359	Win Device Edu ALng Upgrade SA OLV E 1Y Acad Ent	100	1,357	1,35,700	24,426	1,60,126
3LN-00001	Intune Open ALng Sub OLV E 1M Academic AP Fac Renewal(Annual)	100	491	49,100	8838	57,938
S2Y-00002	M365 Apps Enterprise Open Student Sub OLV NL 1M Acad Student Use Benefit(Annual)	2000	0.01	200	36	236
				3,49,900		4,12,882

412,882

Zeal Education Society  
Narhe, Pune-411041  
STORE DEPARTMENT  
Inward No. 30  
Date: 28/5/22  
Recd. Samadhan Lad



General Terms & Conditions

- **Order placement:** please issue the purchase order in name of **Techigent Technologies Pvt. Ltd.** Order once placed cannot be cancelled or altered or changed. All the Licenses issued as per terms & conditions of parent company.
- **Payment:** 100% advance with purchase order. Please issue the cheque in name of **Techigent Technologies Pvt. Ltd.**
- **Techigent Technologies Pvt. Ltd**  
Mail id: accounts@techigent.in  
Contact No.: 9702477500
- **Delivery:** The Material will be delivered within 3-4 weeks or ex-stock depending upon the availability, from confirmed order with advance payments
- **Taxes:** Above mention price are **Inclusive** of applicable taxes, any change in government policy or tax structure will be applicable at the time of actual delivery.
- **Techigent Technologies Pvt. Ltd Tax Details:**  
PAN No: AAFCT9563P  
Legal Name: Techigent Technologies Pvt. Ltd  
Trade Name: Techigent Technologies Pvt. Ltd  
GST Registration No : 27AAFCT9563P1ZD
- **Validity:** The offer is valid for **2week**. The prices quoted here are based on current USD-INR conversion rates any changes in same will change the prices accordingly
- **Installation:** Not Included in above cost.

Hope you find as per your requirements, please contact us for any further clarification.

With Warm Regards,

Shrinivas Borlepwar  
Techigent Technology Pvt.Ltd.  
Mobile no: 91+ 91520 38536



707, 7th Floor, "Windfall",  
Sahar Plaza Complex, Andheri Kurla Road,  
J. B. Nagar, Andheri (E), Mumbai - 400 059.  
Tel. : 022 - 4231 0310 • Telefax : 022 - 4231 0300  
Email : sales@ldsinfotech.com • Visit us at www.ldsinfotech.com  
CIN : U72100MH1999PTC119747



**TAX INVOICE**

(ORIGINAL FOR RECIPIENT)

Ship To: <b>Zeal Education Society</b> Zeal Narhe Campus, Sr.No.39, Narhe,Pune - 411041 PAN/IT No : AAATZ0254F State Name : Maharashtra. Code : 27		Invoice No. <b>LDS/22-23/1545</b> Reference No & Date Store:POLDS Infotech Pvt Ltd./2022-23/1236 Buyer's Order No Store:POLDS Infotech Pvt Ltd./2022-23/1236 IRN		Dated <b>6-Sep-22</b> Other References <b>VM-P45-JUN</b> Dated <b>29-Jun-22</b>	
Bill To: <b>Zeal Education Society</b> Zeal Narhe Campus, Sr.No.39, Narhe,Pune - 411041 PAN/IT No : AAATZ0254F State Name : Maharashtra. Code : 27		Ack No.  Ack Date			
Type of Supply : <b>Services</b>					
Sl No.	Description of Services	HSN/SAC	Quantity	Rate per	Amount
1	MS 365 Apps for Faculty Licenses iML <i>Period - 25/08/2022 to 24/08/2023</i>	998315	100 Nos.	1,597.00 Nos	1,59,700.00
<b>CGST @ 9%</b>					14,373.00
<b>SGST @ 0%</b>					14,373.00
<b>Total</b>			100 Nos.		<b>₹ 1,88,446.00</b>

Amount Chargeable (in words) **Rupees One Lakh Eighty Eight Thousand Four Hundred Forty Six Only** E & O E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998315	1,59,700.00	9%	14,373.00	9%	14,373.00	28,746.00
<b>Total</b>	<b>1,59,700.00</b>		<b>14,373.00</b>		<b>14,373.00</b>	<b>28,746.00</b>

Tax Amount (in words) **Rupees Twenty Eight Thousand Seven Hundred Forty Six Only**

**Declaration**  
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.  
 Company PAN No: **AAACL4239K**  
 Company's GSTIN No: **27AAACL4239K1ZD**

**DECLARATION FOR NON-DEDUCTION OF TDS**  
 I / We hereby confirm that there is no modification on the software being supplied vide this invoice and TDS has been deducted under section 194J/195 against the material supplied under this invoice and deposited under PAN **AAACL4239K** by the holder of the PAN mentioned and no TDS is to deducted on this invoice as per Notification no 21/2012 [ F No. 142/10/2012-SO( TOL ) ] S.O. 1323 ( E ), dated 10-06-2012 issued by the Ministry of Finance governments of India.

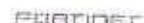
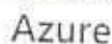
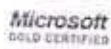
**Terms & Conditions**  
 1) Interest @ 24% P A Will Be Charged on the Bill if Not Paid Within Due Date.  
 2) Goods Once Sold Will Not Be Accepted Back Under Any Circumstances.  
 3) All Cheques/D.D in Favour of LDS Infotech Pvt Ltd, 707, Windfall, Sahar Plaza, Andheri-Kurla Road J.B. Nagar, Andheri(E), Mumbai-400059.  
 4) All disputes including default of payment shall be referred to the sole arbitrator appointed by LDS infotech and all the parties shall abide by the same

Receiver Signature **For LDS INFOTECH PVT LTD**

(With Rubber Stamp) **Authorized Signatory**

**SUBJECT TO MUMBAI JURISDICTION**

This is a Computer Generated Invoice  
 AUTHORIZED DEALERS FOR



**TAX INVOICE**

(ORIGINAL FOR RECIPIENT)

Ship To: <b>Zeal Education Society</b> Zeal Narhe Campus, Sr.No.39, Narhe,Pune - 411041 PAN/IT No : AAATZ0254F State Name : Maharashtra, Code : 27	Invoice No: <b>LDS/22-23/1546</b>	Dated: <b>6-Sep-22</b>
Bill To: <b>Zeal Education Society</b> Zeal Narhe Campus, Sr.No.39, Narhe,Pune - 411041 PAN/IT No : AAATZ0254F State Name : Maharashtra, Code : 27	Reference No. & Date: Store/PO:LDS infotech Pvt.Ltd./2022-23/1236	Other References: <b>VM-P45-JUN</b>
Type of Supply: <b>Services</b>	Buyer's Order No: Store/PO:LDS infotech Pvt.Ltd./2022-23/1236	Dated: <b>29-Jun-22</b>
	IRN	
	Ack No.	
	Ack Date	


Sl No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	MS Windows Edu All Lng Upg/SA OLV E	997331	100 Nos.	1,330.00	Nos	1,33,000.00
2	MS Intune Open ShrdSvr All Lng OLV E	997331	100 Nos.	481.90	Nos	48,190.00
3	MS 365 Apps For Enterprise Open Students Shrd Svr All Lng OLV E	997331	2,000 Nos.	0.01	Nos	10.00
						1,81,200.00
<b>CGST @ 9%</b>						16,308.00
<b>SGST @ 9%</b>						16,308.00
<b>Total</b>						<b>2,200 Nos. ₹ 2,13,816.00</b>

Amount Chargeable (in words) **Rupees Two Lakh Thirteen Thousand Eight Hundred Sixteen Only** E & O E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
997331	1,81,200.00	9%	16,308.00	9%	16,308.00	32,616.00
<b>Total</b>	<b>1,81,200.00</b>		<b>16,308.00</b>		<b>16,308.00</b>	<b>32,616.00</b>

Tax Amount (in words) : **Rupees Thirty Two Thousand Six Hundred Sixteen Only**

<b>Declaration</b> We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct	<b>DECLARATION FOR NON-DEDUCTION OF TDS</b> I/ We hereby confirm that there is no modification on the software being supplied vide this invoice and TDS has been deducted under section 194J/195 against the material supplied under this invoice and deposited under PAN <u>DABCT1296R</u> by the holder of the PAN mentioned and no TDS is to deducted on this invoice as per Notification no. 21/2012 [ F No. 142/10/2012-SO (TOL) ] S. O. 1323 (E), dated 13-06-2012 issued by the Ministry of Finance governments of India
Company PAN No : <b>AAACL4239K</b>	
Company's GSTIN No : <b>27AAACL4239K1ZD</b>	

<b>Terms &amp; Conditions</b> 1) Interest @ 24% P.A Will Be Charged on the Bill if Not Paid Within Due Date 2) Goods Once Sold Will Not Be Accepted Back Under Any Circumstances 3) All Cheques/D.D in Favour of LDS Infotech Pvt Ltd, 707, Windfall, Sahar Plaza, Andheri-Kuria Road J B Nagar, Andheri(E), Mumbai 400059 4) All disputes including default of payment shall be referred to the sole arbitrator appointed by LDS infotech and all the parties shall abide by the same	Receiver Signature    (With Rubber Stamp) Authorised Signatory
--	--

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice  
AUTHORISED DEALERS FOR





## Microsoft Open Value Subscription Education Solutions Order Confirmation Notice

2022-08-28

Samadhan Lad  
Zeal Education Society  
S.NO 39, Dhayari Road, Narhe,  
Pune  
MH  
411041  
India

Dear Samadhan Lad,

Thank you for submitting your order through your chosen reseller LDS Infotech Pvt. Ltd. under your Open Value Subscription Education Solutions Agreement. We are pleased to inform you that Microsoft has received and accepted this order for the software licenses or online services as detailed in the table below.

Please note that this notification is a part of proof of license. To help with your record keeping, we ask that you keep all Microsoft notices received during the term of your agreement. Please refer to your Open Value Subscription Education Solutions Agreement for your payment obligations and details on your evidence of license. Order details are retrievable via Volume Licensing Service Center (VLSC) at <https://www.microsoft.com/licensing/servicecenter>

### Agreement details:

Program:	Open Value Subscription Education Solutions
Customer Name:	Zeal Education Society
Reseller:	LDS Infotech Pvt. Ltd.
Agreement Number:	V2703467
Start Effective Date:	2022-08-26
End Effective Date:	2025-08-31

### Order Details:



Samaan. Lad  
79728 87784

Part Number	Product Description	Quantity Ordered	Coverage Period
KW5-00359	Microsoft® Win Device Edu All Languages Upgrade SA Open Value Level E 1 Year Academic Enterprise	100	2022-09-01 - 2023-08-31
3LN-00001	Microsoft® Intune Open All Languages Subscription Open Value Level E 1 Month Academic Additional Product Faculty	100	The Subscription Coverage Period can be found from the Online Portal provided below
S2Y-00002	Microsoft® M365 Apps Enterprise Open Student All Languages Subscription Open Value No Level 1 Month Academic Student Use Benefit	2000	The Subscription Coverage Period can be found from the Online Portal provided below

If a minus quantity is stated in the Quantity Ordered sections below, this means that we have reduced your previous order by the number of licenses reflected. Please refer to VLSC for the updated summary of all your Licensing Enrollment details.

#### How to activate your Online Services:

For all Online Services except Microsoft Azure, please use the Online Service Activation tab in VLSC [here](#).

For Microsoft Azure, please obtain your Online Service Activation Key from VLSC. The key can be found at either of the following locations from the VLSC Homepage:

- **Download & Keys** > find the Product/Service name > click **Key**
- **Licenses > Relationship Summary** > Click on the License Number > **Product Key**

Copy the Key and activate at the Azure Portal [here](#).

**Volume License Product Keys** - To install certain licensed products you will need to use a specific Volume License Product Key (VLK). This VLK is issued to your company for your exclusive use for each specific license purchase. You agree to use your best efforts to keep a secure record of this product key including not disclosing this product key to any unauthorized third party. The VLK(s) for this enrollment can be retrieved from the VLSC at <https://www.microsoft.com/licensing/servicecenter> or by calling a customer service representative – full information on this process including worldwide activation center phone number listings can be found at <https://licensingapps.microsoft.com/product-activation>

If you have any questions, please contact your reseller who will work with Microsoft on your behalf.



**S. M. Katkar**

B.A. (Hons), LL.B.

FOUNDER DIRECTOR

**ZEAL EDUCATION SOCIETY**

Regd. No. MAH/11146/96/PUNE. Dt. 25-3-96 &amp; F-12037 (Pune) Dt. 18-5-96

S. No. 25/3/3, Hingane Khurd, Singhad Road, Pune - 411 051

☎ : 020 - 2434 8071 Tele Fax : (020) 2434 5365

Email : zeal@zealeducation.com website : www.zealeducation.com

**Renewal of Order**

Store/PO/Vishwakarma Global Education Services Pvt. Ltd./2022-23/ IS 28

Date: 29/08/2022

To

**Vishwakarma Global Education Services Pvt. Ltd.**

7th Floor Suyog Center Market Yard Road, Gultekdi, Pune:- 411037

Phone : 709601881 / 7020972417

e-mail : dipak@edupluscampus.com / Nilesh@edupluscampus.com / suresh@edupluscampus.com

**Subject :** Renewal of Purchase order for ERP Software at Zeal Education Society Narhe, Hingane and Sangli Campus.

Sir/ Madam

With reference to your last year ERP Software Purchase Order no:- 058 dt:- 22/06/2021, we are pleased to continue the Renewal of Purchase order of ERP Software at Zeal Education Society Narhe, Hingane and Sangli Campus.

Sr. No.	Particulars	HSN/SAC	Qty.	Unit	Rate Per Student	Total
1	Renewal of Purchase Order & AMC / Support Cost	9983	10000	Student	150.00	1500000.00
Total						1,500,000.00
GST @ 18%						270,000.00
Grand Total						1,770,000.00
<b>Amount in words Rs. Seventeen Lacs Seventy Thousand Only</b>						

Terms and Conditions :

1. Delivery: Z E S Narhe, Hingane and Sangli Campus
2. Contract Period: For 01.09.2022 to 31.08.2023
3. Taxes & duties: Extra At Actual
4. Payment Terms: Every Quarter
5. Support: On Site  
(Subject to Pune Jurisdiction)

Thanking You.



*(Signature)*  
29/08/2022

Director

Academics, Admission and Administration



Maharashtra State Electricity Distribution Co. Ltd.

## BILL OF SUPPLY FOR THE MONTH OF Sep 2022

000001745895935

GSTIN: 27AA ECM2933K1ZB

RASTAPETH (U) CIRCLE:519

Website : www.mahadiscom.in

PARVATI DIVISION : 310

HSN CODE 27150000

WADGAON SUB-DN. : 677 1

Consumer No. : 170019032730  
 Consumer Name : MS ZEAL EDUCATION SOCIETY  
 Address : S.NO 39 NARHE TAL HAVELI  
 PUNE

Village : Pincode : 411041

BILL DATE	13-10-2022	4,46,240.00
DUE DATE	02-11-2022	
IF PAID UPTO	19-10-2022	4,41,850.00
IF PAID AFTER	02-11-2022	4,51,830.00
Last Receipt No./Date	/16-09-2022	
Last Month Payment	3,80,830.00	
Scale / Sector	Small Scale /Private Sector	

Email ID :		Activity :	SCHOOLS AND COLLEGES		
Mobile No. :		Meter No.:	055-XB485805	Seasonal :	N
Tariff :	09 LT-VII B I	Connected Load (KW):	150.00 KW	Urban/Rural	U
Contract Demand (KVA) :	18F 00	40% of Con. Demand(KVA) :	75.20	Flag :	
Sanctioned load (KW) :	150.00			Feeder Voltage (KV) :	11
DTC :	4677387	PC-MR-ROUTE-SEQ :	00-40-0677-0000	BIU :	4677
				PC :	00
Date of Connection :	18-09-2007	Category :	LT-X PUBLIC SERVICES >50KW	GSTIN :	
Supply at :	LT	Elec. Duty :	49	PAN :	AAATZ0254F
Prev. Highest (Mth) :		Prev. Highest Bill Demand (KVA) :			
Security Deposit Held Rs. :	4,92,500.00	Addl. S.D. Demanded Rs. :	00.00		
Bank Guarantee Rs. :	0.00	S.D. Arrears Rs. :	00.00		

## BILLING HISTORY

Bill Month	Consumption (Units)	Bill Demand (KVA)	Bill Amount
Aug 2022	34,089		833,84,606.20
Jul 2022	32,217		753,61,735.55
Jun 2022	36,522		944,09,852.92
May 2022	41,349		1104,12,911.89
Apr 2022	31,395		1023,18,489.39
Mar 2022	39,522		1133,97,415.93
Feb 2022	24,108		752,40,747.12
Jan 2022	26,244		752,59,866.87
Dec 2021	27,333		752,71,206.42
Nov 2021	22,494		752,27,958.74
Oct 2021	25,340		752,52,076.25
Sep 2021	22,217		752,26,428.81

**CUSTOMER CARE Toll Free No.**  
**1912, 1800-212-3435,**  
**1800-233-3435**

Rule & Procedure for Consumer Grievances Redressal is available at [www.mahadiscom.in](http://www.mahadiscom.in)>consumer portal->CGRF. Instead of Printed bill, register for E-bill and avail Rs. 10 per bill as a "Go-green" discount. For registration visit at [www.mahadiscom.in](http://www.mahadiscom.in)>consumer portal->Quick access->Go-green request.

For making Energy Bill Payment through RTGS/NEFT mode, use following details

- Beneficiary Name: MSEDCL
- Beneficiary Account Number: MSEDCL01170019032730
- IFS Code: SBIN0008965
- Name of Bank: STATE BANK OF INDIA
- Name of Branch: IFB BKC
- Bill Amount: 4,46,240.00

TRUE COPY

*F. V. V. V.*  
 Director  
 Zeal Institute of Management  
 & Computer Application  
 Pune-411 041.

Disclaimer: Please use above bank details only for payment against consumer number mentioned in beneficiary account number.



**आता नवीन**  
**औद्योगिक वीज जोडणी**  
**अधिक सुलभतेने**

*Ease of doing business*

नवीन वीज जोडणीसाठी  
गरज केवळ दोनच दस्तऐवजाची

\* प्राकृतिक हक्क / वाढविलेल्या पुरावा  
\* जिल्हा अधीक्षक कार्याचे प्रमाणपत्र

संपर्क :  
महावितरणचा [www.mahadiscom.in](http://www.mahadiscom.in)  
या संकेतस्थळावरील ग्राहक वेद स्वयंसेवा  
किंवा महावितरण मोबाइल ॲपचा वापर करावा

महावितरण  
महाराष्ट्र वीज वितरण कंपनी लिमिटेड



## Important Message

- Consumers can pay online using Net Banking, Credit/Debit cards at <https://wss.mahadiscom.in/wss/wss> after registration.
- Submit / update your E-mail id and mobile number to Circle office for receiving prompt alerts through SMS.
- Submit / update your PAN and GSTIN to circle office with copies of PAN and GSTIN for verification.
- Special desk is operational for HT Consumers, please contact : [htconsumer@mahadiscom.in](mailto:htconsumer@mahadiscom.in) for any clarification / query or grievance.
- This Electricity Bill should not be used for the address proof and as a proof of property ownership.
- For Any Payment to MSEDCL, ENSURE & INSIST for computerised receipt with unique system generated receipt number. Do not accept handwritten receipts. Pay online to avoid any inconvenience.

TRUE COPY

F. K. Kulkarni

Director

Zeal Institute of Management  
& Computer Application  
Pune - 411041.

## CURRENT CONSUMPTION DETAILS

Reading Date	KWH	KVAH	RKVAH (LAG)	RKVAH (LEAD)	KW (MD)	KVA (MD)
Current 30-09-2022	504174.200	606599.800	20564.200	78537.200	50.740	50.740
Previous 31-08-2022	490870.600	493295.000	20514.800	76420.800		
Difference	13303.600	13304.800	49.400	2116.400		
Multiplying Factor	3.000	3.000	3.000	3.000	3.000	3.000
Consumption	39911.000	39914.000	148.000	6349.000	152.000	152.000
LT Metering	0.000	0.000	0.000	0.000	0.000	0.000



Adjustment	0.000	0.000	0.000	0.000		
Assessed Consump	0.000	0.000	0.000	0.000	0.000	0.000
Total Consumption	39839.000	39914.000	148.000	6349.000	152.000	152.000

## BILLING DETAILS

Billed Demand (KVA)	99	@ Rs.	384	Demand Charges	38,016.00
Assessed P.F.		Avg. P.F.	0.990	Wheeling Charge @ 01.35	53,782.65
Billed P.F.	0.990	L.F.		Energy Charges	2,98,394.11
Consumption Type	Units	Rate	Charges Rs.	TOD Tariff EC	472.20
Industrial	0	0.00	00.00	FAC @ 01.50 Ps/U	59,758.50
Residential	0	0.00	0.00	Electricity Duty ( 00.00 %)	00.00
Commercial	39,839	7.49	298394.11	Other charges	00.00
E.D. on(Rs)	Rate %	Amount Rs.		Tax on Sale @ 19.04 Ps/U	7,585.35
0.00	0	0.00		P.F. Panel Charges/P.F. Inc.	-11,260.59
0.00	0	0.00		Charges For Excess Demand	00.00
450,423.46	0	0.00		Debit Bill Adjustment	00.00
TOD Zone	Rate	Units	Demand	Charges Rs.	
2200 Hrs-0600 Hrs	-01.50	8197	59.00	-12,295.50	<b>TOTAL CURRENT BILL</b>
0600 Hrs-0900 Hrs & 1200 Hrs-1800 Hrs	00.00	17953	142.00	0.00	4,46,748.22
0900 Hrs - 1200 Hrs	00.80	7634	152.00	6,107.20	Current Interest 09-10-2022
1800 Hrs-2200 Hrs	01.10	6055	84.00	6,660.50	00.14
Amount in Words	FOUR LAKH FORTY SIX THOUSAND TWO HUNDRED FORTY ONLY			Principle Arrears	-504.99
				Interest Arrears	00.00
				Total Bill (Rounded) Rs.	4,46,240.00
				Delayed Payment Charges Rs.	5,584.35
				Amount Payable 02-11-2022 After Amount Rounded to Nearest Rs.(10/-)	<b>4,51,830.00</b>

## SOLAR NET METER CONSUMPTION DETAILS

SOLAR TARIFF	IMPORT			EXPORT			GENERATION		
	CURRENT READING	PREVIOUS READING	Units	CURRENT READING	PREVIOUS READING	Units	CURRENT READING	PREVIOUS READING	Units
0000 Hrs-0600 Hrs & 2200 Hrs-2400 Hrs	1,31,440.00	1,28,707.60	8,197.00	00.00	00.00	00.00	3,15,138.80	3,15,138.80	00.00
0600 Hrs-0900 Hrs & 1200 Hrs-1800 Hrs	2,12,114.00	2,06,121.00	17,979.00	4,635.00	4,626.40	26.00	12,17,089.00	12,14,229.80	2,859.00
0900 Hrs - 1200 Hrs	77,801.40	75,241.40	7,680.00	3,695.40	3,680.20	46.00	6,06,433.60	6,04,716.10	1,718.00
1800 Hrs-2200 Hrs	82,818.80	80,800.60	6,055.00	00.00	00.00	00.00	2,17,506.90	2,17,497.30	10.00
<b>TOTAL</b>	<b>5,04,174.20</b>	<b>4,90,870.60</b>	<b>39,911.00</b>	<b>8,330.40</b>	<b>8,306.60</b>	<b>71.00</b>	<b>23,56,168.60</b>	<b>23,51,582.00</b>	<b>4,587.00</b>
Offset: 72.00	Prvious Banked: 00.00	Current Banked: 00.00	Banking Charge Unit: 00.00	Billed: 39,839.00					

## Message:

For updation/registration of mobile number use Mahadiscom website or Mobile App or send sms to 9930399303 as follows MREG 170019032730.

# As per MERC order dt.24/02/2021, Monthly energy bill receipt in cash is limited to Rs.5000/- w.e.f 01/11/2021.

DIGITAL PAYMENT DISCOUNT OF Rs. 500.00 WILL BE CREDITED IN SUBSEQUENT BILL,IF PAID BY DIGITAL MODE ON OR BEFORE 02-11-2022

In case of energy bill paid through NEFT / RTGS, date of amount credited in MSEDCL bank account will be considered as bill payment date.

As per MERC order for Case No 322 of 2019 revised Cheque Bounce charges of Rs. 750 plus GST or Bank charges whichever is higher will be applicable from 01 April 2020.

Message: Rooftop Solar Units:-Export:+00000072,Import:39911,Adjusted:+00000072,Bank:-00000000/Prev.Prompt Payment Cr.(Rs.): -3781.16/Please refer copy of the bill for details./

As per Income Tax provision vide section 269 ST cash receipt of Rs.2.00 lakhs and above will not be accepted by MSEDCL against any type of Payment.

# Prev Prompt Payment Credit:-3781.16

# Prev Digital Mode Payment Credit:-500

# As per MTR order (322/2019) revised tariff for FY 2022-23 is effective from 01.04.2022.

# Prompt Payment Discount: Rs. 4,391.63 , if bill is paid on or before 19-10-2022 .

TRUE COPY

*[Signature]*  
Director

Zeal Institute of Management  
& Computer Application  
Pune - 411041.



**CONDITIONS**

1. The total bill amount of the bill may be remitted by a Crossed Demand Draft/Cheque drawn in favor of 'Maharashtra State Electricity Distribution Co. Ltd.' Whenever Security Deposit is demanded separate Cheque/Bank Draft should be sent.
2. The current bill is payable within fifteen days from the date of issue of the bill. Even if there is any discrepancy in the bill or any other clarification needed, consumers are requested to pay the billed amount in full provisionally or under protest subject to review and subsequent adjustment, so that payment of delayed payment charges is avoided.
3. This bill is issued subject to the provision of the 'Conditions and Miscellaneous charges for supply of Electrical Energy' of the company.
4. Please quote the Consumer Number on the back of the Cheque. The payment of this bill should be made at Company's office only.
5. If the cheque is sent by post, the same should be posted three clear days in advance of the due date.
6. If paid by Cheque/DD/Pay Order, then the Realization date should be considered as payment date.

Collection Hours : 10-30 to 16-00 Hours ( Except on Bank Holidays, Sundays, 2nd and 4th Saturdays)

TRUE COPY

F. N. Wani  
Director

Zeal Institute of Management  
& Computer Application  
Pune - 411 041.





अभ्युदय को-ऑप. बँक लि. (महाराष्ट्र राज्य सहकारी बँक)  
 ABHYUDAYA CO-OP. BANK LTD. (Multi-State Scheduled Bank)  
 SINHAGAD ROAD BRANCH: Sunil Siddhi Sishi Building,  
 Plot No.2B, Final Plot No.545, Parvati, Sinhagad Road, Pune - 411030

Valid for three months from the date of issue

1 8 1 0 2 0 2 2  
 D M M Y Y Y Y

Pay Yourself for RTGS या धारक को or Bearer

रुपये Rupees Four Lakh Forty One Thousand Eight

hundred Fifty only - x -

अदा करें ₹ 4,41,850/-

A/c. No. SB 053011100001114

For ZEAL INSTITUTE OF  
 MANAGEMENT & COMPUTER AP

*[Signature]*  
 DIRECTOR / DIRECTOR

Please sign above

CBS BRANCH SII RTGS/NEFT/IFSC CODE: ABHY0005110

⑈ 100615⑈ 111065013⑈ 001111⑈ 10



TRUE COPY  
*[Signature]*  
 Director  
 Zeal Institute of Management  
 & Computer Application  
 Pune-411041.





ZEAL EDUCATION SOCIETY'S						
Zeal Institute of Management And Computer Application						
List of Payment Through RTGS Dtd 17/10/2022 Bill No. 104						
Sl. No.	Name of the Employee	Account No.	Name Bank	Branch	IFSC Code	Amount
1	MSEDCL	MSEDCL01170019032730	State Bank of India	IFB BKC	SBIN0008965	441850
Total						441850

For Zeal Institute of Management  
& Computer Application

*[Signature]*  
Secretary  
Z.E.S.

*[Signature]*  
Director  
ZIMCA



TRUE COPY

*[Signature]*  
For Zeal Institute of Management  
& Computer Application  
111041



Pann-41



**ZEAL**  
EDUCATION  
SOCIETY  
www.zealeducation.com



# ZEAL EDUCATION SOCIETY

☐ Sr. No - 39, Narhe Dhayari Road, Narhe, Pune - 411 041 ( MS) India.

☎ 020 - 2434 8071 Tele Fax : (020) 2434 5365

✉ zeal@zealeducation.com 🌐 www.zealeducation.com

FOUNDER DIRECTOR : S. M. KATKAR B.A. (Hons.) L.L.B

## Renewal Order

Store/RO/Sai Automation/2023-24/ 3698

Date: 1/4/2023  
13/3/2023

To  
Sai Automation

Shop No:-2, shree Saishwar Appt. 580 Narayan Peth,  
Pune:-411030

Phone : 9922556060 / 020-24476060

e-mail : riyaenterprises121@gmail.com

**Subject:** Purchase order for AMC Renewal at Zeal Education Society

Sir/ Madam

With reference to your Quotation / Previous Order (Ref:- P.O. No:-985 Dt:-21/04/2023). we are pleased to Place Purchase Order of AMC Renewal Xerox Machine at Zeal Education Society,

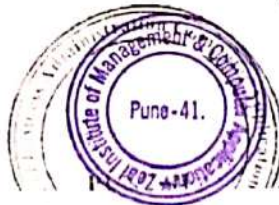
Sr. No.	Particulars	HSN/SAC	Qty.	Unit	Total
1	Zeal Institute Xerox Machine Canon IR 2525	-	4	Per Copies	0.35 Paise
2	Venor Own Xerox Machine Canon IR 2525	-	1	Per Copies	0.35 Paise
3	Venor Own Xerox Machine Canon IR C 3020 Colour Machine	-	1	Rent & Per Copies	Free Copies:- 1000 Nos. Rent 4000 P.M. A/4:- Rs:2 A/3 Rs:- 4
Total					0.00
GST %					N.A.
<b>Grand Total (Including All Taxes)</b>					<b>0.00</b>
<b>Amount in words Rs. NIL Only</b>					

Terms and Conditions :

1. Delivery: As per requirements in Z E S Narhe & Hinagne Campus
2. Contract Period: 01.04.2023 to 31.03.2024
3. Taxes & duties: Not Applicable
4. Payment Terms: Monthly As Per Copies
5. Support: On Site

(Subject to Pune Jurisdiction)

Thanking You.



*(Signature)*

Director

15/3/23

Academics Admission and Administration

*S. M. Katkar*

B.A. (Hons) LL.B.

FOUNDER DIRECTOR

**ZEAL EDUCATION SOCIETY**

Regd. No. MA00116606/PUNE DI-25-3-96 &amp; F-12037 (Pune) DI-18-9-96

S. No. 257/V, Durgam Road, Sanghad Road, Pune - 411 051

☎ 020-24341071 Tele Fax: (020)24341075

Email: zeal@zealeducation.com website: www.zealeducation.com

**Purchase Order**

Store/PO/Sai Automation/2022-23/ 985

Date: 21/04/2022

To

**Sai Automation**

Shop no. 2, Shree Saishwar Appt. 580 Narayan Peth Pune 30

Phone : 9922556060/202-24476060

e-mail : moryacomputers7031@gmail.com

**Subject :** Work order for Annual Contract for Xerox Machine at Zeal Education Society at ZES Narhe Campus.

Sir/ Madam

With reference to your quotation, we pleased to place the Work order for Annual Contract for Xerox Machine at Zeal Education Society at ZES Narhe Campus.

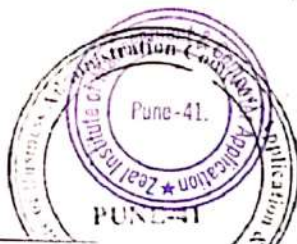
Sr. No.	Particulars	Qty.	Rent	Free Copies	Per Copy Rate
1	Riya Own Machine - Canon IR 2525	4.00	NA	NA	Rs. 0.35 ps.
2	Riya Own Machine - Canon IR C 3020	1.00	4000	1,000.00	A4 - Rs. 2/- A3 - Rs. 4/-
3	Zeal Own Machines - Canon IR 2525	5.00	NA	NA	Rs. 0.35 ps.
Total					0.00
GST 0%					Included
Grand Total					0.00

**Amount in words Rs. 0 Only.**

**Terms and Conditions :**

1. Delivery: At ZES Narhe Campus
  2. Delivery Period: Contract Period 01/04/2022 to 31/03/2023
  3. Taxes & duties: 18% GST Included
  4. Payment Terms: 100% after completion of every month
  5. Support: On site
- (Subject to Pune Jurisdiction)

Thanking You.



Director  
Academics, Admission & Administration  
Zeal Education Society

# SAI AUTOMATION

Suppliers of Photo Copier machines Spares, Consumable & maintenances....  
Shop No.2,Shree Saihwar Apartment, 580 Narayan Peth, Pune - 411030.  
Mobile: 9922556060, 02024476060.

Ref. No.

Date: 17-03-2022.

## QUOTATION

To,  
Zeal Education Society  
Narhe,  
Pune. 411041

Subject: - Proposal for Multi-functional Colour Photo Copier cum Printer Device ...

Dear Sir/Madam,

With regards to above mentioned subject we are submitting herewith our best proposal for Digital Multi-functional photo copier, printer cum scanner Device. This proposal has been made by taking in consideration your monthly copying & printing load and Multi-functional photo copier device requirement.

Commercial Proposal for Rate Contract :-

### Riya Own Machines

Sr. No.	Location	Dept	Model no.	Rent	Free copies	Per Copy rate
1	Pune	Polytechnic	Canon IR 2525	NA	NA	35ps
2	Pune	Exam Dept	Canon IR 2525	NA	NA	35ps
3	Pune	Audit Dept	Canon IR 2525	NA	NA	35ps
4	Pune	Jr. College	Canon IR 2525	NA	NA	35ps
5	Pune	Main Office	Canon IR C 3020	4000	1000	A4- Rs. 2/- A3 - Rs. 4 /-

### Zeal College Machines

Sr. No.	Location	Dept	Model no.	Rent	Free copies	Per Copy rate
1	Pune	Store Dept	Canon IR 2525	NA	NA	35ps
2	Pune	Admin Dept	Canon IR 2525	NA	NA	35ps
3	Pune	Zibacar Machine - 1	Canon IR 2525	NA	NA	35ps
4	Pune	Zibacar Machine - 2	Canon IR 2525	NA	NA	35ps
5	Pune	Zimca - Admin Office	Canon IR 2525	NA	NA	35ps

### Zeal International School - Sangli

Sr. No.	Location	Dept	Model no.	Rent	Free copies	Per Copy rate
1	Sangli		Canon IR Adv 4025	5000	10000	40ps
2			Xerox Work-Centre 7830	8000	1000	Col A4 - Rs. 3/- Col A3 - Rs. 6/- B/w A4 - Rs. 1/-



**Terms and Conditions:-**

- Billing will be on the monthly basis.
- Payment will be made within a week after submission of invoice. .
- Machine, Maintenance, Spares, and Consumables will be provided by us.
- Device will be supplied within 2 working days after confirm work order.
- Installation & Training for operating the device will be solely responsibility of Sai Automation Companies authorized Person...
- All dues care will be taken by Sai Automation at its best level but physical and manual damages will be chargeable...
- In case of any service issue from our side, you can terminate our contract at one month prior notice.
- Copier Machine is our property in your premises.

This proposal has been made by taking in consideration your monthly copying & printing load and Multi-functional photo copier device requirement.

Please feel free to get in touch with us for any details or queries; we assure you the best of our services.

Looking forward to a long term and mutually rewarding relationship with your esteemed organization.

Thanking You,  
For, Sai Automation  
Mr.Ganesh Vahadne  
Mob.9922556060



**ZEAL EDUCATION SOCIETY**

Regd No MAH/11146/96/PUNE, D: 25-3-96 &amp; F-12937 (Pune) Dt: 18-5-96

S No 25/3/3, Hingane Khurd, Sinhgad Road, Pune - 411 051

☎ 020-2434 8071 Tele Fax (020) 2434 5195

Email : zeal@zealeducation.com website : www.zealeducation.com

*S. M. Katkar*

B.A. HON'S LL.B

FOUNDER DIRECTOR

**Work Order**

Store/WO/Seven Seas HR Services Pvt. Ltd/2021-22/260

Date: 9/2/2022

To  
Seven Seas HR Services Pvt. Ltd  
Kasba Peth Shivaji nagar Pune  
Phone : 9881710007  
e-mail :

**Subject :** Purchase/ Work order for Security, House Keeping & Office Boys Services at ZES Campus.

Sir/ Madam

With reference to your quotaion, we pleased to place the Purchase/ Work order for Security, House Keeping & Office Boys Services at ZES Campus.

Sr. No.	Particulars	Qty.	Unit	Rate	Total
1	Gents/Ladies Security Guard- 12 hrs x 30/31 days	1.00	per head	17,500.00	17,500.00
2	Security Supervisor 12 hrs x 30/31 days	1.00	per head	18,500.00	18,500.00
3	Only Housekeeping Staff -	1.00	per head	14,500.00	14,500.00
4	Housekeeping Supervisor - 10 hrs x 26 days	1.00	per head	15,500.00	15,500.00
5	Office Boys - 10 hrs x 26 days	1.00	per head	15,000.00	15,000.00
				Total	
				GST 18%	Extra
				Grand Total	

Amount in words Rs. Only.

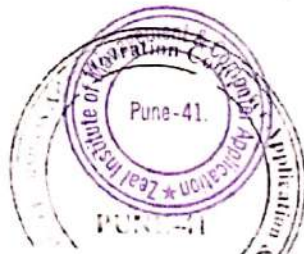
Terms and Conditions :

1. Delivery: At ZES Campus
2. Delivery Period: Period Starts from 1st Dec 2021 till 30th of October 2022
3. Taxes & duties: 18% GST Extra
4. Payment Terms: After Completion of the monthly cycle
5. Support: On site
6. House Keeping Material will be provided by Zeal  
(Subject to Pune Jurisdiction)

Thanking You,

  
12/02/22  
Director

Academics, Admission and Administration  
Zeal Education Society



*J. S. Katkar*  
Mr. Jayesh S. Katkar  
Secretary  
Zeal Education Society



## C2C updates and lecture rescheduling

2 messages

**Madhavi Shamkuwar** <madhavi.shamkuwar@zealeducation.com> Mon, May 1, 2023 at 9:52 PM  
To: Kirti Samrit <kirti.samrit@zealeducation.com>, Rupali Pawar <rupali.pawar@zealeducation.com>, Rupali Kalekar <rupali.kalekar@zealeducation.com>, Vikrant Vele <213-1413@zealeducation.com>, Ravindra Patil <ravindra.patil@zealeducation.com>  
Cc: Pandurang Patil <pandurang.patil@zealeducation.com>, rushikesh kakandikar <rushikesh.kakandikar@zealeducation.com>

Respected Sir/Madam,

As per instructions received from Zeal Central Placement Cll, the face to face Orientation program for Campus to Corporate training program is scheduled on Tuesday 2 May 2023. You are requested to relieve students at 9.30am for the same.

This Orientation program is applicable for all MCA 1,2 and Business analytics 1, 2 students.

The Orientation program consists of Brief Introduction of program, Registration and test.

Venue CSMA auditorium

Reporting time 9.45

Tentative end time 12.30 pm

Also, Fundamentals of Cloud training is scheduled from 3 to 5pm on daily basis.

In view of the same, and as per discussion with Prof. Pandurang Patil sir, MCA 2 students and me will be occupied, hence I will reschedule lecture of PPMOB.

**Madhavi Shamkuwar** <madhavi.shamkuwar@zealeducation.com>  
To: vikrant nangare <vikrant.nangare@zealeducation.com>

Tue, May 2, 2023 at 8:19 AM

[Quoted text hidden]



## Photography

2 messages

**Madhavi Shamkuwar** <madhavi.shamkuwar@zealeducation.com>

Mon, Jan 2, 2023 at 2:13 PM

To: Unmesh Korde <unmesh.korde@zealeducation.com>, Digvijay Mate <digvijay.mate@zealeducation.com>

Cc: Shreyas Deshpande <shreyas.deshpande@zealeducation.com>

Dear Sir,

Please avail us with Photographer(Photo and Video) today i.e. 2 Jan 2023 at sharp 3pm.

This photo and video shooting will then later be used to **create the video** for students Career Development program termed as **Campus to Corporate for Zeal Group of Management Institutes.**

Also, please send photos clicked earlier 8 December 2022

for any query call:

Prof. Madhavi Shamkuwar-7030777790

Prof. Pandurang Patil-88569 30890

**Unmesh Korde** <unmesh.korde@zealeducation.com>

Mon, Jan 2, 2023 at 5:14 PM

To: Madhavi Shamkuwar <madhavi.shamkuwar@zealeducation.com>

Here is the link to download the photographs

[https://drive.google.com/drive/folders/1QpzJwM1IOUHXYh3k0QW5DOXH\\_AmK9UkL?usp=share\\_link](https://drive.google.com/drive/folders/1QpzJwM1IOUHXYh3k0QW5DOXH_AmK9UkL?usp=share_link)

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-End of Disclaimer-





## Photography

1 message

**Madhavi Shamkuwar** <madhavi.shamkuwar@zealeducation.com>

Thu, Dec 8, 2022 at 3:31 PM

To: Digvijay Mate <digvijay.mate@zealeducation.com>, Z Shreyas Deshpande <shreyas.deshpande121@gmail.com>

Respected Sir

Please arrange camera and photographer today for Zeal group of management institutes.

Date 8 December 2022

Time 4 to 5.30pm



**Requirement of CSMA for 'National Reading Day Program' on 19.6.2023 @ 2.00pm to 4.00pm**

2 messages

**Bhaskar Lendave** <bhaskar.lendave@zealeducation.com>

Sat, Jun 17, 2023 at 11:09 AM

To: Viraj Barge <viraj.barge@zealeducation.com>, Viraj Barge <viraj.barge@zealeducation.com>

Cc: Ashutosh Joshi <ashutosh.joshi@zealeducation.com>, Pandurang Patil <pandurang.patil@zealeducation.com>, Kirti Samrit <kirti.samrit@zealeducation.com>, "Dr. Madhavi Shamkuwar" <madhavi.shamkuwar@zealeducation.com>, Vikrant Nangare <vikrant.nangare@zealeducation.com>

Respected Sir,

As discussed, we (Zeal Group Of Management Institutes) required Chatrapati Shivaaji Maharaj Auditorium to conduct the 'National Reading Day Program' on 19th June 2023 2:00 pm to 4:00pm. Kindly provide the same and do the needful.

Thanks and Regards,



With Regards,

**Mr. Bhaskar Dnyanu Lendave**

**M.Lib & ISc. UGC NET, SET**

**Designation: Librarian, ZIBACAR, Pune**

**Extn. No. 305**

**Contact No: 9890924744**

**Email: bhaskar.lendave@zealeducation.com**

**Website: www.zibacar.in, www.zealeducation.com**

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**Ashutosh Joshi** <ashutosh.joshi@zealeducation.com>

To: Bhaskar Lendave <bhaskar.lendave@zealeducation.com>

Cc: Viraj Barge <viraj.barge@zealeducation.com>, Viraj Barge <viraj.barge@zealeducation.com>, Pandurang Patil <pandurang.patil@zealeducation.com>, Kirti Samrit <kirti.samrit@zealeducation.com>, "Dr. Madhavi Shamkuwar"



Sat, Jun 17, 2023 at 1:08 PM

# Library.

62

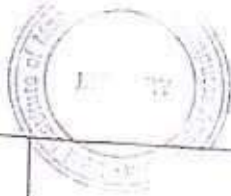
ग्रंथालयाचे नाव :

रोज वाचक नोंद वही

सन २०२२-२०२३

अ.नं.	दिनांक	नाव	ग्रंथालयात येण्याची वेळ	ग्रंथालयातून जाण्याची वेळ	पत्ती	अक्षा
1	30-6-22	Kaali Patil	2:00		Patil	
2	30-6-22	Amruti Markhede	3:30		Patil	
3	30-6-22	Nikita Patil	3:00		Patil	
4	30-6-22	Vaishnavi Shelar	3:00		Shelar	
5	30-6-22	Bhagyasree S. Wadukar	3:47		Wadukar	
6	30-6-22	Neha M. Thakur	3:47		Thakur	
7	30-6-22	AZIZ Sheikh	3:47		Sheikh	
8	30-6-22	Gourav Patil	3:47		Patil	
9	1-7-22	Bambane Ratika	11:00		Ratika	
10	1-7-22	Neha Thakur	11:01		Thakur	
11	1-7-22	AZIZ Sheikh	11:01		Sheikh	
12	1-7-22	Bhagyasree Wadukar	11:01		Wadukar	
13	1-7-22	Vaishnavi Shelar	12:15		Shelar	
14	1-7-22	Nikita Patil	12:15		Patil	
15	1-7-22	Rahul Sunvage	12:15		Sunvage	
16	1-7-22	Pooja Satpute	12:15		Satpute	
17	1-7-22	Shardul Shitole	12:15		Shitole	
18	1-7-22	Rushikesh Ruthe	03:16		Ruthe	
19	1-7-22	Pallavi Vairekar	03:16		Vairekar	
20	1-7-22	Pratiksha Maske	03:17		Maske	
21	1-7-22	Vishakha Gajjar	03:17		Gajjar	
22	1-7-22	Tejashwini Jadhav	03:17		Jadhav	
23	1-7-22	Pratibha Korale	4:55		Korale	
24	1-7-22	PRACHI PANGARE	4:56		Pangare	
25	1-7-22	Rutuja Rasal	4:56		Rasal	
26	1-7-22	Rohit Sonawane	4:56		Sonawane	





अ.नं.	दिनांक	नाम	प्रस्तावनास रोप्याची वेळ	प्रस्तावनासुद्ध जाण्याची वेळ	गती	रोज
1	30.6.2023	Madhura S. Bobade	7:30	8:45	<i>Madhura</i>	
2	30.6.2023	Sanghpal S. Salve	8:30	8:45	<i>Sanghpal</i>	
3	30.6.23	Gauri Taware	<del>11:59</del>	3:30	<i>Gauri</i>	
4	30.6.23	Shubham Shinde	12:45	26:00	<i>Shinde</i>	
5	30.6.23	Surabhi Athamane	3:00	3:40	<i>Athamane</i>	
6	30.6.23	Jadhav Anil K	1:40	4:00	<i>Jadhav</i>	
7	30.6.23	Tanujanta P. Kasurwad	1:40	11:00	<i>Kasurwad</i>	
8	30.6.23	Bushra L. Namdar	1:40	4:00	<i>Bushra</i>	
9	30.6.23	Akanksha Dhanawade	1:40	4:00	<i>Akanksha</i>	
10	30.6.23	Komal Sonawane	1:40	4:00	<i>Komal</i>	
11	30.6.23	Rashmi Serrade	1:40	4:00	<i>Rashmi</i>	
12	1.7.23	Madhura Bobade	8:30	9:00	<i>Madhura</i>	
13	1.7.23	Sanghpal Salve	8:30	9:00	<i>Sanghpal</i>	
14	1.7.23	Dixit Sudhanshu	8:30		<i>Dixit</i>	
15	1.7.23	Takalkar Sakshi	8:30		<i>Takalkar</i>	
16	1.7.23	Shraddha Bhilare	8:30		<i>Shraddha</i>	
17	1.7.23	Pallavi Chauhan	8:30		<i>Pallavi</i>	
18	11/07/23	Mia Sochi	9:30	11:00	<i>Mia</i>	
19	11/07/23	Sakshi Ladke	9:30	11:00	<i>Sakshi</i>	
20	11/07/23	Abhimanyu Giri	9:30	11:00	<i>Abhimanyu</i>	
21	11/07/23	Dr. Dnyeshwar	9:30	11:00	<i>Dnyeshwar</i>	
22		Dhruv				
23	8.07.23	Shubham Shingde	8:30		<i>Shubham</i>	
24	8.7.23	Sanika Shelkar	8:30		<i>Sanika</i>	
25	4-7-23	Gauri Taware	11:15		<i>Gauri</i>	
26	4-7-23	Rutuja Raut	11:15		<i>Raut</i>	



# ZES Gym

Evening

20/3/23

Name	Roll ID	Time	Sign
12) Prabhakar Gajare		5:15	[Signature]
13) Shrinandan Kulkarni		5:20	[Signature]
14) Pratik Kulkarni		5:20	[Signature]
15) Piyush Gajare		5:25	[Signature]
16) Chetan Sathyan		5:20	[Signature]
17) Nigal Kishorji		5:20	[Signature]
18) Santosh Patole		5:20	[Signature]
19) Rushikesh Patil	048	5:30	[Signature]
19) Akhshay Narane		5:30	[Signature]
20) Sandip Chavan		-	-
21) Kartik Khatke		-	-
22) Sandip Chavan		5:45	[Signature]
23) Sanil Pawar	054	5:50	[Signature]
24) Vishal B. Rohade		5:50	[Signature]
25) Suyog C Arup		5:50	[Signature]
26) Pranav Pawar		5:52	[Signature]
27) Ritosh Kamthekar		5:55	[Signature]
28) Rohit More		5:57	[Signature]
29) Vaibhav Hande		5:55	[Signature]
30) Akshay A. Sutar		5:10	[Signature]
31) Vishal Janwar		6:29	[Signature]
32) Saurabh Ingawale		6:29	[Signature]
33) Jaydeep Chite		6:00	[Signature]
34) Lata Valturde		6:00	[Signature]
35) Sachin Badgire		6:43	[Signature]
36) Akshay Mundlik		6:45	[Signature]
37) Om Yade		6:50	[Signature]
38) Rohit Juve		6:50	[Signature]
39) Purneshwar Kumbhar		6:50	[Signature]
40) Ashruba Toje		6:50	[Signature]
41) Dhanraj Shuklamvijay		7:11	[Signature]
42) [Name]		7:15	[Signature]



# ZES Sports

9/12/22	Akshay Mule	Football	<del>Shr</del>
16/12/22	Dhanraj Sankhade	Football	<del>DW</del>
16/12/22	Sankeet Choramle	Volleyball	(Yankal)
16/12/22	Sahil Kante	Basketball	Sils
17/12/22	Sandesh Guide	Football	Sanclash
17/12/22	Rohit Hattoge	Football	Rhite/
19/12/22	Rohit Karma	Football	<del>F</del>
19/12/22	Santhosh Pattanath	Basketball	<del>Shan</del>
19/12/22	Rahul Rajesh Sankar TYM-E	Football	Rul
19/12/22	Dhanraj Sankhade	Football	Aw
19/12/22	Rohit Ankuish Hattoge/2	Football	Altye
19/12/22	Tushar Shorad Mote	Hockey	<del>Tushar</del>
19/12/22	Kiran Chandrakant Dhebe	Volleyball	<del>K</del>
19-12-22	Ram Gaikwad	Football	Ashok
19-12-22	Om Yempure	Football	Om Yempure
19-12-22	Sushant Mate	Basket	Sushant
19-12-22	Tejas A. Kaulale	Basketball	<del>T</del>
19-12-22	Sush S. Badalure	Volleyball	Sush
19-12/22	Sahshi S Kanade	Volleyball	Sahshi
	Sankeet Choramle	Volleyball	(Yankal)
	Radhika S. Katalale	Volleyball	Radhika
	Pranavraj A. Nigade	Basketball	Pranav
19/12/22	Rohit Ankuish Hattoge/2	Football	Rhite/
19/12/22	Ashwini Gaikwad	Volleyball	Ashwini
20/12/22	Niranjali S. Chavhan	Football	(Niranjali)
21/12/22	Dinesh Chavhan	Football	Dinesh
21/12/22	Radhika Katalale	Volleyball	Radhika
21/12/22	Sandesh Guide	Football	Sanclash
21/12/22	Rohit Hattoge	Football	Rhite/
21/12/22	Pratibha Ajinkya	Basketball	Pratibha
21/12/22	Rohit Hattoge	Football	Rhite/
21/12/22	Ram Gaikwad	Football	Rul



# ZES Music Studio

3/12/2022

2:59

Zaid Pathan MBA

Zaid Pathan

3:00

Siddharth Gaurai MBA

Gaurai

3:15

Yashwardhan Kamble IT(FE)

Kamble

(11:45)

3/12/2022

Surabhi Mhamane

FECE & TC

Mhamane

5/12/22

Anisha Momin

EP & TC FE

Anisha Momin

5/12/22

Anjelo Chaturkar

Elec

Date 6/12/22

Tuesday

Suyash kapse

Mech

Suyash

Date 7/12/22

Siddharth Manoj Gaurai

Coaurai

Gaurai

Surabhi Mhamane

EP & TC

Mhamane

Suyash kapse

Mech

Suyash

7/12/22

Anisha Momin

EP & TC

Anisha

7/12/22

Kshitij V. Gaurai

C.S.E

Kshitij

Smilesh A. Bhoré

C.S.E FE

~~Smilesh~~

Soham S. Bende

C.S (FE)

Soham

8/12/2022

Himanshu Pandiya

SYCO

Himanshu

Mayank Vispute

SYCO

Vispute

Balaji Raparti

SYCO

Balaji

9/12/2022

Suyash kapse

Mech (FE)

Suyash

Himanshu Pandiya

SYCO

Himanshu

MAYANK VISPUTE

SYCO

Vispute

12/12/2022

Praphul Dolay

EYCE

Praphul

Rukman sodha

EYCE

Rukman

Suyash kapse

Mech

Suyash

