

INSTITUTE OF MANAGEMENT AND TECHNOLOGY

Affiliated to Guru Gobind Singh Indraprastha University Delhi and Approved by Bar Council of India Accredited by National Assessment and Accreditation Council (NAAC)

(An ISO 9001:2015 Certified Quality Institute)

REPORT FOR IMPLEMENTATION OF E-GOVERNANCE

All the procedures and rules relating to the staff have been compiled into "Policy documents" of the Institute and are strictly adhered to. The organogram of the Institute describes the decentralized structure of administration which is a cooperative effort of the Management, Director (Head of the Institute), teaching, non-teaching staff, and students with the cooperation and support of all stakeholders in pursuit of the common objective.

- 1. The Management Committee of the society is the highest decision making body that is in constant touch with the Director of the Institution on all matters related to smooth functioning.
- 2. The Governing Body of the Institute meets at regular intervals to discuss issues relating to finance, infrastructure, faculty recruitment, and the matters related to the overall development of the Institute. The Director conveys all the decisions taken by the Governing Body to the HODs.
- 3. As Head of the Institution, the Director supervises the academic, administrative and nonteaching staff including Accountants, Office Assistants, Security and Maintenance staff, and Class IV employees.
- 4. The Director is assisted by the HODs of all three departments and he often calls the meeting of them for discussing all departmental issues.
- 5. Class In-charges are assigned for each class to ensure personal care, attention, guidance, counseling, evaluation, and assessment of each student. Moreover, each class has two



student class representatives also who bring issues concerning students of their respective classes to the notice of the class in-charge and HOD.

- 6. Under the administration of the Director, various Committees and Cells are formed like IQAC Cell, Examination Committee, R&D Cell, Student's Grievance Redressal Cell, Anti Ragging Committee, Internal Complain Committee, Women Development Cell, NSS etc. to maintain the discipline amongst the college students. Each committee consists of the Convener and its members.
- 7. The college believes in the overall development of the moral, physical and intellectual realms of the students. For the holistic development of the students and keeping in the mind the extracurricular activities, various societies at IIMT campus are constituted which are managed by the faculty members and students under the dynamic leadership of the Director.
- 8. For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:
 - Under Administration area we have Web Hosting maintenance charges, Webex CISCO subscription and ALICE Library Software maintenance charges.
 - Under Finance & Accounts area the accounts are being maintained by using Tally Software.
 - And under Student admission and support area we have My Class Board (HDFC)
 Portal and E- Shiksha portal for student fees processing.
 - The expenditure statement for Budget for year 2022-23 is Rs. Rs. 48616.
 - Total Expenditure for 5 years from year 2018- 2023 is Rs. <u>225474</u>

The Management Committee takes all the major decisions regarding academics-related work. Internal Quality Assurance Cell (IQAC) works towards the realization of the goals of quality enhancement and in monitoring the internal quality of the institution. For smooth functioning,

the HODs and IQAC conduct meetings on regular basis to discuss various issues related to quality enhancement. Approvals for all administrative requirements are forwarded to the higher authorities for necessary action.

Following are supporting documents to the above report:

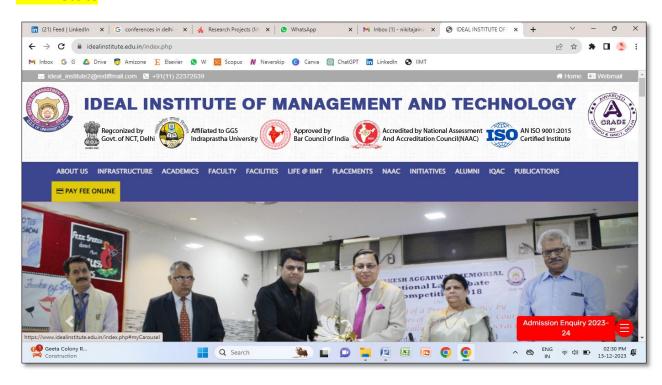
- 1. Screen shots of user interfaces of each module reflecting the name of the HEI.
- 2. Institutional expenditure statements for the budget heads- Bills of the Software
- 3. Additional Documents Links for relevant information: (Pg. 53) https://www.idealinstitute.edu.in/pdf/IIMT Policy Document.pdf

APPROVAL BY GOVERNING BODY OF THE INSTITUTION:

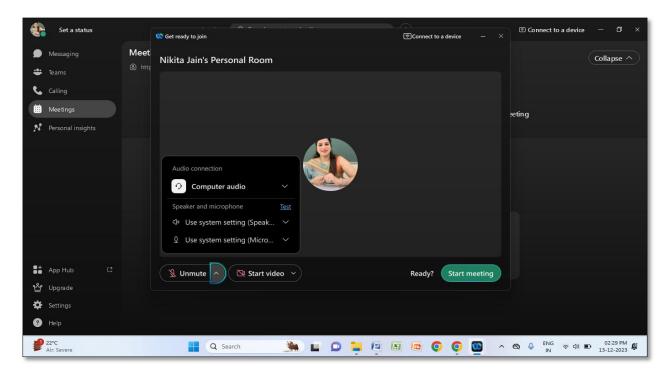
Name of the Person	Designation	Signature
Smt. Sudha Aggarwal	Chairperson	Augh
Smt. Neetu Aggarwal	Vice Chairperson	No Personal Property of the Personal Property
Sh. Puneet Aggarwal	Member	Jan 1
Sh. Vineet Aggarwal	Member	1/wil
Sh. Manoj Gupta	Member	TI TI
Sh. Mahender Aggarwal	Member	11-
Prof. (Dr.) Anil Parkash Sharma	Member Secretary	Dan
Prof. (Dr.) Arun Gupta	Staff Representative (Law Department)	7
Dr. Seema Nath Jain	Staff Representative (Management & IT Department	Jeens
Sh. Abhishek Gupta	Industry Representative	lin

SCREEN SHOTS OF USER INTERFACES OF EACH MODULE REFLECTING THE NAME OF THE HEI.

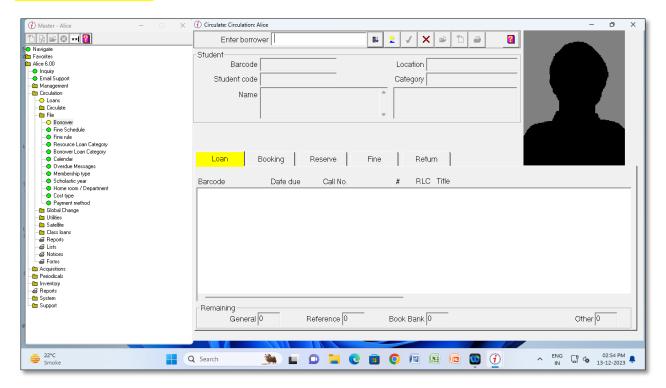
IIMT Website



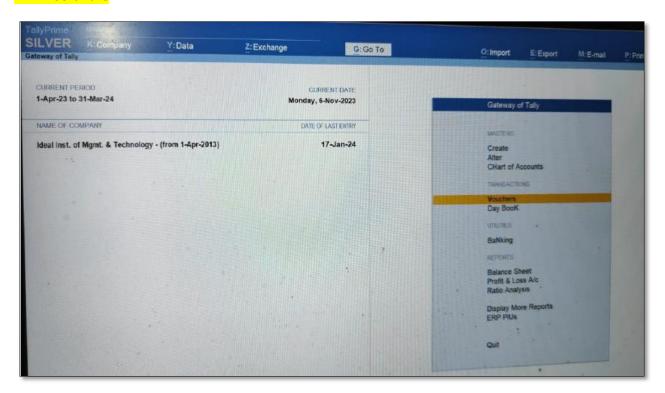
CISCO Webex



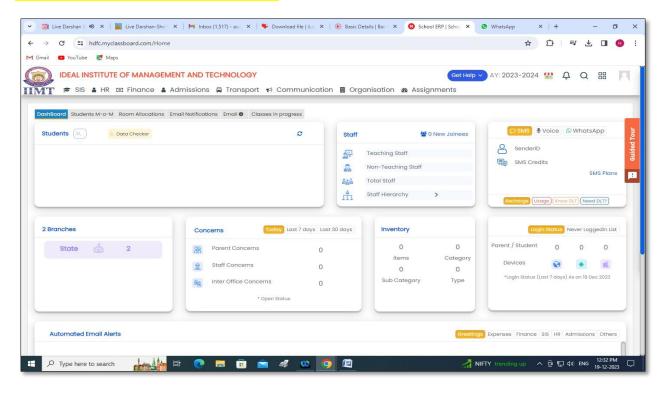
ALICE Library Software



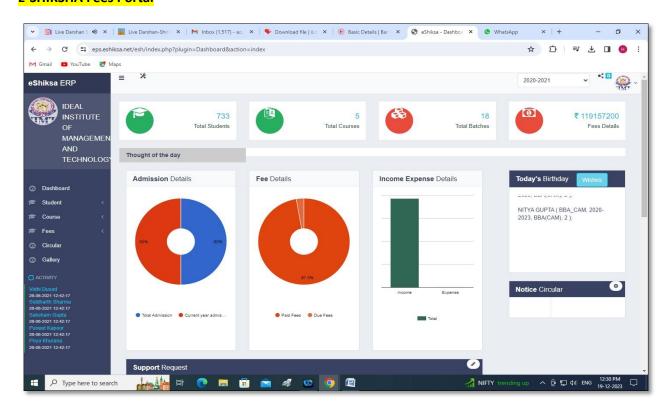
TALLY Software



My Class Board Admission Portal (by HDFC)

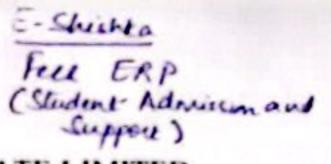


E-SHIKSHA Fees Portal





(5 you 2018 - 19)



ESHIKSA TECHNOLOGY SERVICES PRIVATE LIMITED

FORMERLY (FUTURETEK TRAVEL SERVICES PRIVATE LIMITED)

Regd. Office: Flat-West Side, 3rd Floor, 951, Motilal Gupta Road, P. S. - Thakurpukur, Kotkata - 700008

CIN: U72900WB2013PTC196722 www.eshiksa.com

INVOICE

Dated -16/07/2020

GSTIN NO: 08AACCF2595E1ZN

Customer	Ideal Institute of Management and Technology	
GSTIN		
Billing Address	16 X, Karkardooma Institutional Area, Delhi-110092	
Contact Person	Mr. Atul	
Invoice No	Jul0007	

Sr No	DESCRIPTION	HSN / SAC	Rate	AMOUNT
1	Charges for payment Form for Ideal Institute of Management and Technology for 1 year.	998314		6780.00
Am	ount (in Words) Eight Thousand Only.	Amount		6780.00
ST 577	O.E.	IGST 18%		1220.00
2	If there are any discrepancies in the invoice and transaction, please inform within 15 days from the date of invoice. If the bill is not paid within 15 days interest will be charged	Total Amount		8000.00
2. If the bill is not paid within 15 days interest will be charged @18% p.a. 3. All disputes subject to Jaipur jurisdiction. 4. Taxes & other charges shall be charged at actual.		Pan No : AACCF2		

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TAX INVOICE

Service Provider

Service Reciever

GSTIN :

07AACCS9094B1ZA

Name :

Softlink Asia Private Limited

Address:

3,LGF, K-1/38, C.R. Park,

New Delhi-110019

Delhi

Date of Invoice: 27/01/2021

State:

Invoice No. : SAPL/2021/64

GSTIN :

Name :

Address:

State:

Code :

07

Ideal Institute of Management & Technology

School Of Law

16 X, Near Telephone Exchange, Karkardooma Institutional

Original: for Reciepient of Services

Area, Delhi-110092

Delhi

Code:

te Limited

S.No.	Description of Services	SAC	Amount
1	Library Automation Software - Alice For Windows Annual Maintenance Contract (AMC) Period: 21/01/2021 to 20/01/2022	00440366	10 500.00
		Total	10,500.0
		Total	
Rupees : T	welve Thousand Three Hundred Ninty Only	SGST @ 9%	945.0
		CGST @ 9%	945.0
		Total Invoice Value	12,390.0
		GST on Reverse Charge	

BANK PARTICULARS:

Bank Name: - Bank of Baroda Branch :- Greater Kailash A/c No.:-00960200000287

IFSC Code: - BARBOGREATE (5th character is Zero)

Declaration:

Certified that the Particulars given above are true and correct and the amount indicated

resent:

(a) The price actually charged and that there is no flow additional consideration directly or indirectly from the buyer b) Is provisional as additional consideration will be received from the buyer on account of actual deliverance of Services

Terms and Conditions:

- 1. Payment against above invoice to be settled within 15 days of receipt of this invoice
- 2. All matters are subject to Delhi Jurisdiction only.

E & OE

No Maintenance Our Year Missing ? 2000 - 23 -

C1100

SLAFCT TO DELH AMISDICTION

(ORIGINAL FOR RECIPIENT)

SANSO NETWORKS 505, 5th Floor, SkyLine House 85. Nehru Place, New Delhi - 110019, India MSME UAN DL09D0001258 GSTINUIN OTBBUPK1019H1ZL State Name Delhi, Code: 07 E-Mail sanjay@sansonetworks.com

Consignee (Ship to)

Ideal Institute of Management and Technology 16 X, Karkardooma Institutional Area

Delhi-110092

contact # # 9956363940 - ional mettura?@redfinal.com

State Name

Delhi, Code 07

Buyer (Bill to)

Ideal Institute of Management and Technology

16 X, Karkardooma Institutional Area

Delhi-110092

Contact # # PREAMSHAD - stee _enterte2@recfitral.com

State Name

: Delhi, Code : 07

Invoice No.	Dated
SANSO/22-23/9414	19-Sep-22/
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyers Order No.	Dated
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destrution
Terms of Delivery	

	Coveryton of	HSN/SAC	Quantity	Flair	-	Amount
	Services					
•	A-FLEX-NUCM-MC / NU Cloud Meetings	998319	1 Nos	18,000 00	Nos	18,000.00
	CGST OUTPUT @ 9% SGST OUTPUT @ 9%			9	96 96	1,620.00 1,620.00
į						
l						
					1	
	į					
_			1 Nos		-	₹ 21,240.00
-	Total	2.1			1	E. 60.E

Amount Chargeable (in words) INR Twenty One Thousand Two Hundred Forty Only HSNISAC

Taxable Value 18,000 DQ

18,000.00

1,620,00

1,620.00

SGST/UTGST Amount 1,620.00

1,620.00

Total Tax Amount 3,240.00 3,240.00

Tax Amount (in words) :

INR Three Thousand Two Hundred Forty Only

Total

Company's PAN

Declaration

998319

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

TERMS & CONDITIONS

1) Goods once sold will not be taken back

2) Payment should be made strictly as per terms mentioned

3) Interest 24% PA will be changed from the date of Invoice

for delayed payments

4) Warranty will be as per OEM Policy

for SANSO NETWORKS

Authorsed Signatory

This cisco was inhoduced in My - 19-20

TAX INVOICE

V G Technologies P Ltd invoke No. Dated VG1PL/21 22/9028 E 78" let 1 cor Chille a year Park E November 7071 Nen Dett 110019 Delivery Note Mode/Terms of Payment VG Technologies ON UTENDOLENOPTORIZE By Cheque sales@vitech.co.n W www.igsech.co.in GIST NAIN OF AND CHARGE IZE Supplier's Ref. Other Reference(s) DI Constince ideal Institute Of Management & Technology Dated Buyer's Order No. Delhi 110092 Dated Despatch Doucment No. GSTIN/LIN Destination Despatched through Buyer (if other then consignee) Ideal Institute Of Management & Technology Tems of Delivery Delbi 110092 GSTIN/UIN: Amount QTY per Rate HSN/SAC S.No. Description of Goods 10500 DSG 1210 10P 10500 851762 1 1 Nos 63996 10666 Nos 6 CSCO WIFI 140AC 851762 36000 18000 Nos DSG 1210 28P 851762 2 13500 13500 Nos DSG F1018P 1 4200 2100 Nos **6U Rack** 2 1300 650 Nos 2 6 Power Strip 330 190 Nos 2 7 Cable Manager 3680 115 Nos 32 8 Petch Chord Cat 6, 1Mtr. Dünk 1000 500 Nos 2 9 Fen 160 2 80 Nos Hardware mounting lit 12124.44 Output CGST @ 9 % 12124.44 Output SGST @ 9 % 158964.88 TOTAL E&OL Amount Chargeable (in words) One lakh fifty eight thousands nine hundred and staty five only Central Tax State Tax Taxable Rate Amount Rate Value Amount HSN / SAC 12124.44 12124.44 134716.00 Tax amount in words: Twenty four thousands two hundred and forty nine only Company's CST NO. : 07460354330 Company's PAN : AADCV4425G Company's CIN * : U729000L2010PTC202126 GSTINAUIN : 07AADCV4425G12F Declaration: for VG Technologies P Ltd 1) Goods once sold will not be taken back. 2) Payment of invoice is to be made as per agreed terms 3) Cheque bounding charges @ 250/- will be charged 4) In case of default in payment interest will be charged @ 24% p.a. from the date of invoice.

This is a Computer Generated Invoice

◆ Business IT Support ◆ Disaster Recovery ◆ Cloud Services ◆ Open Source Solutions
 ◆ Server Virtualization ◆ VolP & Telephony

TAX INVOICE

SUBJECT TO DELHI JURISDICTION

(ORIGINAL FOR RECIPIENT)

55. 5th Floor, SkyLine Houses, Nehru Place, New Delhi	- 110019, India			1	30/20-21/0034 ry Note	L		n-2020 Terms of P	ameri.
State Name : Delhi, Code : Contact : +91-11-4350 9500.	.+91-98180 85041			Suppl	ier's Ref.			Reference	
www.sansonetworks.com									
O					r's Order No. Il Order		Date:	1 un-2020	1
Consigned Ideal Institute of Managem 16 X, Karkardooma Institute	onal Area, Deini			140.00	atch Document	No.	-	ary Note D	ate -
-110092, contact # # 99583	83940 -				alched through		Dest	nation	
PANAT NO	Code : 07			Elec	tronic Mode		-		
Buyer (if other than consigned Ideal Institute of Manage 16 X, Karkardooma Institute -110092, Contact # # 9958 Ideal_mstitute2@rediffmail PAN/IT No	ment and Technology tional Area, Delhi 3383940 -			Term	s of Delivery				
Carte Name : Deini,	Code : 07			İ					
				<u> </u>					
SI. D	escription of Services		HSN/	SAC	Quantity	Rate		per	Amount
1 A-FLEX-NUCM-MC/			99831	900	1 Nos	20,00	0.00	Nos	20,000.00
1 1									
	CGST OUTPU							%	1,800.00 1,800.00
		Total			1 Nos			-+-	₹ 23,600.00
Amount Chargeable (in words)							_		E. & O.E
INR Twenty Three Thou		y							
HSN/SA	c	Taxable Value	-	Cent	ral Tax Amount	Rate	ate Ta	mount	Total Tax Amount
99831900		20,000		9%	1,800.00	9%		1,800.00	3,600.00
	Total	20,000.0	00		1,800.00		_	1,800.00	3,600.00
Company's PAN Declaration We declare that this bivoice goods described and that are		the the	-			san Kun		Ybys	tally signed ANJAY MAR e: 2020.06.24 07:57 +05'30'
TPMAS & CONDITIONS 1) Cloods price and will not it 2) Payment should be made mentioned above 3) Interest 24 % PA will be at living for delayed payment 4) Warranty will be as per O	strictly as per terms		Bar A/c	nk Name No.	: 601	NK OF INI 82011000 IRU PLAC	0796	BKID00060	018
Customer's Seal and Signat	ture		-					for SANS	NETWORKS
			Pre	pared b	Verif	ed by		Author	sed Signatory

SA	NSO NETWORKS		Invoce No		Date	d	
50:	S, 5th Floor, SkyLine House Nebru Plece, New Cells - 110010, Irelia			1-22/0112		un-2	
CIR	TINAIN O/BBUPK 1010/11ZL		Detvery N	ole .	Mos	e/Tern	ns of Payment
Co	Med senjey@sensonetworks.com		Reference	No. & Date	Othe	Refe	rences
Co	nsignee (Ship to)		Buyer's Or	der No.	Date	d	
	eal Institute of Management and Technology						
	X, Karkardooma Institutional Area elhi-110092		Dispatch (Doc No.	Desv	ery No	ole Date
	ntact # # 9958383940 - ideal_institute2@rediffmal.com		Dispatche	d through	Dest	nation	,
S	tate Name : Delhi, Code : 07		Electron	lc			
ı			Terms of (Delivery			
B	uyer (Bill to)		THE STATE OF THE S				
200	leaf Institute of Management and Technology 3 X, Karksrdooms Institutional Area olhi-110092 ontact # # 9958383940 - ideal_institute2@rediffmail.com late Name : Delhi, Code : 07						
Si	Description of		H5N SAC	Quantity	Rate	per	Amount
-						\vdash	
'	A-FLEX-NUCM-MC / NU Cloud Meetings		99831900	1 Nos	20,000.00	Nos	20,000.00
	SGST OUTPU	IT @ 9%	1		و ا	×	1,800.00
	CGST OUTPO	The second secon			9		1,800.00
		Total		1 Nos			₹ 23,600.00
4-30	nount Chargeable (in words)		25-200 to 20				EGOE
IN	R Twenty Three Thousand Six Hundred Only						
	HSN/SAC	Taxable Value	Rate	Amount	Rate	Tax	Total
-	831900	20.000		1,800,00		1,800	A CONTRACT OF THE PARTY OF THE
-	Total	20,000.		1,800.00		1,800	March 1997 Control of the Control of
Ta	Amount (in words): INR Three Thousand Six Hundred O	nly					
C	mpany's PAN BBUPK101911						
8	derates a declare that this invoice shows the actual price of the goods acreed and that all personant are true and correct.	Bark Na	2000 2000	BANK OF			
	RMS & CONDITIONS	A/c No.		601820110		10000	6018
23	Payment should be made strictly as per terms mentioned		III O COM	, comb			UISO NETWORKS
3)	Interest 24% PA will be changed from the date of Invoice for	1					and the second
de	Warranty will be as per Oth Pulsy						uncreed S-pretty

This is a Conguter Generated Invoice



A ICICI Bank

Beneficiary Name Bank Name	Bagwar Softwares Private Limite ICICI Bank Limited
Branch Name	Janpath, Delhi
Bank Account Number	663005600613
IFSC Code	ICIC0006630
Beneficiary Contact Number	9958788221
Email-Id	info@bagwarsoftwares.com

or Bagwar Softwares Private Limited
Sudalsten Baguen

Terms:

- 1. All Payments will be made in favour of "Bagwar softwares Private Limited"
- 2. All disputes will be under Delhi Jurisdictions
- 3. Domain & Hosting will be renewed Every Year
- 4. No Domain & Hosting will be provided without receiving a payment.







brentes My | BOPS 1214 Date : 16/6/2021

CITY No. 1

Can Card

France | Baymer Saftwares Private | bested

Office 1 D. H. Brd From Granus Purchases Hope

Detail 110012

Mobile : 191-9955785221, 611 - 4356455

GST No. 107AAHT. BINOSE 173

CMI No. 1 U77000CA 2017P1C 320572

Pon Card : AAHC BRIGHT

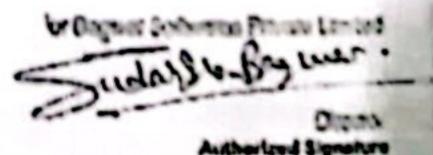
Services		Amount
Website Hiteling 208 for one year Valuty (01-00-2021 to	31-05-2022)	2100
Sweeter (versimetitute edu in) Maintenance for 1 Year Valid	osy (01-06-2021 to 31-05-2022)	10700
	COST(3%)	1143
	SGST(S%)	1143
	Total Amount Rs.	14986

Fourteen Thousands Hine Hundred And Eighty Six Rugses Only

Terms:

- 1. All Payments will be made in favour of "Baywar Softwares Private Limited"
- 2. All disputes will be under Delhi Jurisdictions
- 3. Domain & Hosting will be renewed Every Year
- 4, No Domain & Hosting will be provided will nout rectving a payment.

Fort Bagwar Boltwares Private Limited



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Invoice No: BSPL1362 Date: 17/08/2022

To, Ideal Institute of Management and Technology

Office: 16 X, Karkardooma Institutional Area Delhi-110009

GST No. :

CIN No. :

Pan Card:

From : Bagwar Softwares Private Limited

Office: C-16, IInd Floor, Gurunank Pura Laxmi Nagar

Delhi-110092

Mobile: +91-9958788221, 011 - 43564855

GST No.: 07AAHCB3401E1Z9

CIN No.: U72900DL2017PTC320572

Pan Card : AAHCB3401E

SGST(9%)

Se	ervices	Amount
We	ebsite Hosting 2GB for one year Validity (01-06-2022 to 31-05-2023)	2000
We	ebsite (idealinstitute.edu.in) Maintenance for 1 Year Validity (01-06-2022 to 31-05-2023)	10700
	CGST(9%)	1143

Total Amount Rs. 14986

Fourteen Thousands Nine Hundred And Eighty Six Rupees Only

Terms:

- 1. All Payments will be made in favour of "Bagwar Softwares Private Limited"
- 2. All disputes will be under Delhi Jurisdictions
- Domain & Hosting will be renewed Every Year
- 4. No Domain & Hosting will be provided without reciving a payment.

For: Bagwar Softwares Private Limited

5

Authorized Signature

Amount

1143

CIN No. U72900DL2017PTC320572

To, Ideal Institute of Management and Technology

16 X, Karkardooma Institutional Area Delhi-110092 Invoice No: BSPL1131 Date: 02/05/2019

From: Bagwar Softwares

Private Limited

C-16, IInd Floor, Gurunank Pura Laxmi Nagar Delhi-110092

GST No. 07AAHCB3401E1Z9

Website Hosting 2GB for one year Validity (01-06-2019 to 31-05-2020)	2000.00
Website (idealinstitute.edu.in) Maintainence for 1 Year	107.00.00
Validity (01-06-2019 to 31-05-2020)	
CGST (9%) SGST (9%)	1143.00 1143.00
Total Amount RS.	14,986.00/-

Terms:

- 1. All Payments will be made in favour of "Bagwar softwares Private Limited"
- 2. All disputes will be under Delhi Jurisdictions
- 3. Domain & Hosting will be renewed Every Year
- 4. No Domain & Hosting will be provided without receiving a payment.

For: Bagwar Softwares Private Limited



CIN No. U72900DL2017PTC320572

To, Ideal Institute of Management and Technology

16 X, Karkardooma Institutional Area Delhi-110092

Invoice No : BSPL1223 Date : 28/07/2020

From: Bagwar Softwares **Private Limited**

C-16, Ilnd Floor, Gurunank Pura Laxmi Nagar Delhi-110092

GST No. 07AAHCB3401E1Z9

15 Static Webpage for IIJMT Website		8500.00
2 Dynamic Webpage		
One Maintainence for 1 Year Validity (01-06-2020 to 31-05-2021)	(4)	
	CGST (9%) SGST (9%) Total Amount RS.	765.00 765.00 10,030.00/-

Terms:

- 1. All Payments will be made in favour of "Bagwar softwares Private Limited"
- 2. All disputes will be under Delhi Jurisdictions
- 3. Domain & Hosting will be renewed Every Year
- 4. No Domain & Hosting will be provided without receiving a payment.

For: Bagwar Softwares Private Limited

or Bagwar Softmares Private Lim



CIN No. U72900DL2017PTC320572

To, Ideal Institute of Management and Technology

16 X, Karkardooma Institutional Area Delhi-110092 Invoice No : BSPL 1054 Date : 30/04/2018 =

From: Bagwar Softwares
Private Limited

C-16, IInd Floor, Gurunank Pura

Laxmi Nagar Delhi-110092

+91-9958788221, 9999788221

5 GB Server Space		29,500
Responsive Website Design		
50 Static Web Page		
Slider Page Animation & Gallery Page Animation		
15 Dynamic Page		
Header Animation		
Pdf Uploading in 4 Sections Add/Edit/Delete		
News & Events Dispaly		
Alumni Online Registration Forms		
Time Table Uploading		1
Academic Calender Uploading		Y
Image Gallery Uploading		\smile
Video Gallery	\)
Events Wise Gallery		<i>/</i> .
Admin Panel (All Settings Managed by Admin)		
	Total Amount	29,500
	Total Amount	
		- 11 /

SOFTLINK ASIA PVT. LTD.

118, LGF, Navjeevan Vihar, Malviya Nagar, New Delhi-110017

RECEIPT

Receipt No. 118	Dated 08 65/2019
RECEIVED WITH THANKS a sum of Rs	(Rupees Twelve thousand three
· ·	
Vide cash / cheque / DD / Pay Order # 140598 dated	LLO 14/1/2019 drawn on Control Borathof back 5.
	Prom 21/01/2019 fo 20/01/2020
Ane Period	Aron 21/01/2019 to 20/01/2020
	for SOFTLINK ASIA PVT. LTD.
Cheque / DD / Pay Order are subject to realisation	Authorised Signatory

Scanned with CamScanner

SOFTLINK ASIA PVT. LTD.

118, LGF, Navjeevan Vihar, Malviya Nagar, New Delhi-110017

RECEIPT

Receipt No. 204		Dated J.3/1/2020
RECEIVED WITH THANKS a sum of Rs12.,390.	(Rupees Twelv	e thousand three
hundred ninty only fro	om Ideal Institute g	Management & Todonology
vide cash / cheque / DD / Pay Order #	dated	branch
towards AMC f	20/01/2021	udaws period
01/01/2020 to	120/01/2021	for SOFTLINK ASIA PVT. LTD.
	*8	Maria a
Chaque / DD / Pay Order are subject to realisation		Authorised Signatory



118, LGF, Navjeevan Vihar, Malviya Nagar, New Delhi-110017

RECEIPT

Receipt No. 032

RECEIVED WITH THA	NKS a sum of Rs	2,390/-	(Rupees .s.	Tuelme -	Thousand They	٤
Hunde	red Ninter On	ly from tel	al Institute	of Mana	gensent & Jec	hac-
vide cash / cheque / D		1 log	y, Delhi	Centi	ial Bankof Incli	a
			1.53			
Del	towards.	Invoice No.	SAPI 2017-18,	/PR/83 Dt	: 08/12/2011 Lans Rx 12-396/-	
	/	THE FEREN	20/01/-	2019 for	SOFTLINK ASIA PVT. LT	D.
					164	

Cheque / DD / Pay Order are subject to realisation

Authorised Signatory

ANNUAL REPORT FOR IMPLEMENTATION OF E-GOVERNANCE (2022-23)

All the procedures and rules relating to the staff have been compiled into "Policy documents" of the Institute and are strictly adhered to. The organogram of the Institute describes the decentralized structure of administration which is a cooperative effort of the Management, Director (Head of the Institute), teaching, non-teaching staff, and students with the cooperation and support of all stakeholders in pursuit of the common objective.

For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:

- Under Administration area we have Web Hosting maintenance charges, WebEx
 CISCO subscription and ALICE Library Software maintenance charges.
- Under Finance & Accounts area the accounts are being maintained by using Tally Software.
- And under Student admission and support area we have My Class Board (HDFC)
 Portal for student fees processing.
- The expenditure statement for Budget for year 2022-23 is Rs. Rs. 36220

For smooth functioning, the HODs and IQAC conduct meetings on regular basis to discuss various issues related to quality enhancement. Approvals for all administrative requirements are forwarded to the higher authorities for necessary action.

ANNUAL REPORT FOR IMPLEMENTATION OF E-GOVERNANCE (2021-22)

The Institute's "Policy documents" contain all of the staff-related processes and guidelines, which are closely followed. The Institute's organogram outlines its decentralized administrative structure, which is a collaborative endeavor between the Management, the Director (the Institute's Head), teaching and non-teaching staff, and students, with the backing and cooperation of all stakeholders in the pursuit of the shared goal.

For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:

- Under Administration area we have Web Hosting maintenance charges, WebEx
 CISCO subscription and ALICE Library Software maintenance charges.
- Under Finance & Accounts area the accounts are being maintained by using Tally Software.
- And under Student admission and support area we have E- Shiksha portal for student fees processing.
- The expenditure statement for Budget for year 2021-22 is Rs. Rs. 50976

The HODs and IQAC hold frequent meetings to discuss various topics relating to quality enhancement in order to ensure seamless functioning. The higher authorities receive approvals for all administrative obligations and take appropriate action.

ANNUAL REPORT FOR IMPLEMENTATION OF E-GOVERNANCE (2020-21)

All the procedures and rules relating to the staff have been compiled into "Policy documents" of the Institute and are strictly adhered to. The organogram of the Institute describes the decentralized structure of administration which is a cooperative effort of the Management, Director (Head of the Institute), teaching, non-teaching staff, and students with the cooperation and support of all stakeholders in pursuit of the common objective.

For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:

- Under Administration area we have Web Hosting maintenance charges, WebEx
 CISCO subscription and ALICE Library Software maintenance charges.
- Under Finance & Accounts area the accounts are being maintained by using Tally Software.
- And under Student admission and support area we have E- Shiksha portal for student fees processing.
- The expenditure statement for Budget for year 2020-21 is Rs. Rs. 69006

For smooth functioning, the HODs and IQAC conduct meetings on regular basis to discuss various issues related to quality enhancement. Approvals for all administrative requirements are forwarded to the higher authorities for necessary action.

ANNUAL REPORT FOR IMPLEMENTATION OF E-GOVERNANCE (2019-20)

The Institute's "Policy documents" contain all of the staff-related processes and guidelines, which are closely followed. The Institute's organogram outlines its decentralized administrative structure, which is a collaborative endeavor between the Management, the Director (the Institute's Head), teaching and non-teaching staff, and students, with the backing and cooperation of all stakeholders in the pursuit of the shared goal.

For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:

- Under Administration area we have Web Hosting maintenance charges and ALICE Library Software maintenance charges.
- Under Finance & Accounts area the accounts are being maintained by using Tally Software.
- And under Student admission and support area we have E- Shiksha portal for student fees processing.
- The expenditure statement for Budget for year 2019-20 is Rs. Rs. 27376

The HODs and IQAC hold frequent meetings to discuss various topics relating to quality enhancement in order to ensure seamless functioning. The higher authorities receive approvals for all administrative obligations and take appropriate action.

ANNUAL REPORT FOR IMPLEMENTATION OF E-GOVERNANCE (2018-19)

All the procedures and rules relating to the staff have been compiled into "Policy documents" of the Institute and are strictly adhered to. The organogram of the Institute describes the decentralized structure of administration which is a cooperative effort of the Management, Director (Head of the Institute), teaching, non-teaching staff, and students with the cooperation and support of all stakeholders in pursuit of the common objective.

For the purpose of E-governance initiatives, institute spends expenditure that is utilized for following soft-wares:

- Under Administration area we have Web Hosting maintenance charges and ALICE Library Software maintenance charges.
- Under Finance & Accounts area the accounts are being maintained by using Tally Software.
- And under Student admission and support area we have E- Shiksha portal for student fees processing.
- The expenditure statement for Budget for year 2018-19 is Rs. Rs. 41890

For smooth functioning, the HODs and IQAC conduct meetings on regular basis to discuss various issues related to quality enhancement. Approvals for all administrative requirements are forwarded to the higher authorities for necessary action.