



# GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata – 700023  
Telephone No.: 033-2448-1160, 033-2448-1171  
E-mail: gggdc.coll@gmail.com  
Website: www.govtgirlsekalpur.com

Ref. No: .....

Date: .....

## Criterion - 4

### Infrastructure and Learning Resources

#### 4.3 IT Infrastructure

#### 4.3.2 Student-Computer Ratio

4.3.2.1 Number of computers available for student usage during the latest completed academic year.

Attached File Description - Stock Register of Computers issued to respective departments for student's usage

Principal  
Government Girls' General  
Degree College  
Kolkata



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7, Mayurbhanj Road, Kolkata - 700023

**Criterion 4.3.2.1- Number of Computers available for student usage during the latest completed academic year**

**Attached file description –Sample stock register of computers issued to respective departments for student's usage.**

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1.	Declaration of Principal regarding computers received from Higher Education
2.	Stock Register
3.	Sample Stock Register of Computers issued by Mathematics department and Physics department for Student's usage

  
Principal  
Government Girls' General  
Degree College  
Kolkata



# GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata - 700023

## 1. Declaration of Principal regarding computers received from Higher Education -



### GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

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Website : www.govtgirlsekalpur.com

Ref. No. : .....

Date : .....

#### To whom it may concern

Government Girls' General Degree College had received 70 computers on its establishment in 2016 from Higher Education Department, Government of West Bengal. The entire purchase was made by the Department of Higher Education, and the college received it.

Principal  
Govt. Girls' General Degree College  
Kolkata

Principal  
Government Girls' General  
Degree College  
Kolkata

Principal  
Government Girls' General  
Degree College  
Kolkata





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## 2. Stock Register

64 **STOCK BOOK**

NAME OF THE ARTICLE : DESKTOP

Date	Particulars	Previous Stock	Articles Received				Articles Issued			Balance in Stock	Remarks
			Voucher No.	Quantity	Rate	Amount	Quantity	Rate	Amount		
08/03/16	DESKTOP			70	45,766	33,72,277					
						Incl 5% VAT					
						0.25% Depreciation					

08/03/16  
 Officer-in-Charge  
 Government Girls General  
 Degree College  
 Kolkata

Principal  
 Government Girls' General  
 Degree College  
 Kolkata



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## 3. Sample Stock Register of Computers Issued to Respective Departments for Student's Usage

Mathematics department -

The stock register containing page no. 1 to 201 is opened for the computing laboratory equipments from Government Grant for the department of Mathematics from 04/01/2017.

Signature: *[Signature]* 04/01/17  
 Officer-in-charge/Principal  
 Officer-in-Charge  
 Government Girls' General  
 Degree College  
 Kolkata

Signature: *[Signature]* 04.01.17  
 Hand of the Department.

STOCK BOOK											
NAME OF THE ARTICLES : COMPUTER											
Date	Particulars	Previous Stock	Articles Received				Articles Issued			Balance in Stock	Remarks
			Voucher No.	Qty	Rate (Rs)	Amount (Rs)	Qty	Rate	Amount		
4-01-17	Computer HPDAX 510-PO523W	NIL	43600/-	1	43600/-	43600/-	1	52080	0		
7-01-17	"	0	43600/-	2	87200/-	87200/-	2	104160	0		
14-01-17	"	0	43600/-	1	43600/-	43600/-	1	52080	0		
14-01-17	"	0	43600/-	2	87200/-	87200/-	2	104160	0		
14-01-17	"	0	43600/-	1	43600/-	43600/-	1	52080	0		
14-01-17	"	0	43600/-	1	43600/-	43600/-	1	52080	0		
14-01-17	"	0	43600/-	1	43600/-	43600/-	1	52080	0		
								412720			

*[Signature]*  
 Principal  
 Government Girls' General  
 Degree College  
 Kolkata





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Physics department -

The stock register containing Page no. 1 to Page no. 221 is opened for the Computers purchased from Government Grant for the Department of Physics from 30.07.2016.

*Signature* 30/7/16  
Signature

Officer-in-Charge

Officer-in-Charge  
Government Girls General  
Degree College  
Kolkata

Soma Mandal

Signature

Head of the Dept.

Assistant Professor & Head  
Department of Physics  
Govt. Girls' General Degree College  
7, Mayurbhanj Road, Kol.-23

## Stock Register

Name of Articles

3

Month & Date	PARTICULARS	No.	Previous Stock	Receipt Quantity	Issued Quantity	Balance in Stock	Remarks
30.07.2018/	HP Pavilion Desktop Core i7 Gen, 4 GB, 1TB HDD unit rate @ 34250 + 18% GST Total 80830 Bill no. SS/GGDC/18-19/ GST-064 Dt 30.07.2018	02	NIL	02			<i>Dr</i>

*Signature*  
Principal

Government Girls' General  
Degree College  
Kolkata