



अमृतं तु विद्या

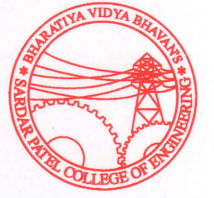
Bharatiya Vidya Bhavan's

Sardar Patel College of Engineering

(Government-Aided Autonomous Institute)

MUNSHI NAGAR, ANDHERI (WEST), MUMBAI - 400 058.

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PO/2022/81

Date: 30/08/2022

OFFICE ORDER

The Building & Works Committee (BWC) of the Institute is hereby re-constituted as follows:

| Sr. No. | Member | Affiliation | Role in the Committee |
|---------|--------------------------|---|-----------------------|
| 1. | Dr. P. G. Gaikwad | Asso. Prof., Civil Engg. Dept, SPCE | Chairman |
| 2. | Prof. Snehajit Kumbhar | Asst. Prof., Civil Engg. Dept, SPCE | Member Secretary |
| 3. | Mr. Atul Situt | Institute Consultant | Member |
| 4. | Prof. Rahul Chavan | Asst. Prof., Electrical Engg. Dept, SPCE | Member |
| 5. | Prof. Haseen Shaikh | Asst. Prof., Mechanical Engg. Dept, SPCE | Member |
| 6. | Shri. Sanjay R. Vinerkar | I/c Registrar, SPCE | Member |
| 7. | Shri. Shailesh Sarawade | Clerk-cum-Typist (Maintenance In-charge) | Member |
| 8. | Shri. Arun B. Jagtap | Superintendent, Bhavan's Andheri (W) Campus | Member |

The brief roles & responsibilities of the BWC would include, but not be limited to the following:

- Major and minor repair works of the main building, workshop, hostel, canteen, etc.
- Coordination and planning of the construction work of the proposed hostel building
- Preparation of estimates and carrying out technical scrutiny of construction, repair and civil maintenance works
- Empanelment of suitable contractors and evaluation of tenders received for various repair & maintenance works,
- Verification of the bills submitted by the contractors by carrying out measurement of the actual work done
- Looking after the compliance of the statutory requirements as per guidelines of MCGM or other regulatory authorities
- Preparation of annual budget and report of BWC for consideration of the Finance Committee

The committee should carry out all the work with approval from the undersigned / Chairman, BoG, SPCE, as the case may be.

Dr. M. M. Murudi

I/c. Principal

Copy to: All the committee members