



☎ 01237-237490

St. Joseph's Girls Degree College

Sardhana - 250 342 Meerut (U.P.)

Website : www.stjosephscollegesardhana.com e-mail : stjosephs1981@gmail.com

Established & Administered By The Congregation of Jesus & Mary

NAAC ACCREDITED - GRADE 'B'

PURCHASE COMMITTEE 2023-24

Chair person : Principal (Dr. Sr. Christina Louis)

Coordinator : Dr. Sushma Rani

Members : Teaching staff :

Mr. Rajendra Singh , Dr. Kavita, Dr. Rahat Parveen , Mrs. Neetu

Non teaching staff: Mrs. Ranjana , Mr. Rohan welter, Mrs. Julie Shah

Meetings : Twice a year

Functions :

- To take indents from the departments/committees/ faculties etc. against requirement
- To maintain credibility and transparency in all transection
- To supervise all the purchases made in the campus
- To frame necessary guidelines to exercise its powers judiciously
- To submit the report on the purchases made yearly to the academic coordinator