



Ref: -AMRIT/2025-26/ 419

Date: 01/12 /2025

Office Order

Atma Malik Institute of Technology and Research, Aghai-Mohili has been constituted the **Maintenance / Purchase Committee** for the academic year **2025-26** with the following members:

Sr. No.	Name of the member	Designation	Position
1	Dr. Aarti Milind Karande	Principal	Chairman
2	Prof. Dadasaheb Bhavar	Asst. Prof. Civil	Committee Coordinator
3	Mr. Milind Karande	Director Digital Modernisation	Member
4	Prof. Jagdish Dholwani	Asst. Prof. EXTC	Member
5	Dr. Omkar Ghadge	Asst. Prof. Computer	Member
6	Prof. Sham Kaklji	Asst. Prof. Mechanical	Member
7	Mr. Rahul Pawar	System Analyst	Member

Roles and Responsibilities of Maintenance / Purchase Committee

- Plan and prioritize purchase requirements for academic, administrative, and extracurricular activities.
- Prepare estimates, specifications, and purchase proposals.
- Follow institutional and government procurement policies, including **tendering, quotations, and approvals.**
- Ensure transparent and cost-effective purchasing of equipment, furniture, lab materials, and other resources.

Copy to

1. All Members of Committee
2. Website
3. College Notice Boards



[Signature]

Principal

Principal

Atma Malik Institute of Technology & Research
At. Mohili, Post-Aghai, Tal-Shahapur, Dist-Thane