



**SURI VIDYASAGAR COLLEGE**  
**SURI, BIRBHUM-731101. WEST BENGAL**  
**(ACCREDITED BY NAAC B++)**

**4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)**

The Governing body of Suri Vidyasagar College forms various subcommittees to look after the various physical, academic, ICT, Library and sports infrastructures. Based on their proposals, the Development committee considers their proposal and recommends the same for adoption by the Governing body, which subsequently sends the approved proposal to the Finance committee. After approval of Finance committee, the various purchases and maintenance is done via the respective subcommittee/ purchase committee or by the College authority. Purchases are done either through e tender or by inviting quotations through publication in college website, local newspapers, notice in public places etc.

The College does addition/alteration and maintenance of its infrastructure on a need based and priority based basis. The following items were maintained/ repaired and floor space added -

- Office automation software by Tapaja Solutions, Kolkata and MSS enterprise, Bardhaman
- Maintenance of water purifiers and cooler as and when required
- Maintenance of Green generator
- Occasional servicing of computers and other electronic and electrical items is done as and when required.

*J.K. Panichha*  
Principal, 02/11/2022  
Suri Vidyasagar College

