

# Methodist College of Engineering & Technology

(Affiliated to Osmania University - College Code 1607)  
King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445  
[www.methodist.edu.in](http://www.methodist.edu.in)

Date: 20-03-2021

## BUDGET APPROVED BY THE GOVERNING BODY FOR FINANCIAL YEAR 2021-22

S.No.	Head of Account	Budget Approved for FY 2021-22
01	Salaries	115000000
02	Laboratory equipment	4000000
03	Laboratory consumables	900000
04	Infrastructure	6000000
05	Library	800000
06	R&D and Staff development exp	1000000
07	Training & Travel	600000
08	Maintenance and Spares	500000
09	Other recurring Expenses	8500000
10	Miscellaneous Expenses	18000000
<b>Total</b>		<b>155300000</b>

  
PRINCIPAL


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PRINCIPAL  
METHODIST COLLEGE OF ENGG. & TECH.  
King Koti Road, Abids, Hyderabad.

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(Affiliated to Osmania University - College Code 1607)  
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## BUDGET UTILIZATION FOR FINANCIAL YEAR 2021-22

S.No.	Head of Account	Budget Approved for FY 2021-22	Utilization for FY 2021-22
01	Salaries	115000000	110439872
02	Laboratory equipment	4000000	3731739
03	Laboratory consumables	900000	827834
04	Infrastructure	6000000	2089803
05	Library	800000	281689
06	R&D and Staff development	1000000	873013
07	Training & Travel	600000	606010
08	Maintenance and Spares	500000	580656
09	Other recurring Expenses	8500000	8219710
10	Miscellaneous Expenses	18000000	16800751
	<b>Total</b>	<b>155300000</b>	<b>144451077</b>

  
**PRINCIPAL**  
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METHODIST COLLEGE OF ENGG. & TECH.  
King Koti Road, Abids, Hyderabad



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C1-4  
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DEPARTMENT OF MECHANICAL ENGINEERING  
Annual Budget Proposal for financial year 2021-2022

Sl No.	ITEM	AMOUNT Proposed	JUSTIFICATION
<b>A</b>	<b>Staff and Student's Training and Travel</b>		
1	Staff participation in national & international OnlineFDPs/Webinars/Workshops/ Conferences	50,000	Registration fee for the faculty training outside the college
2	Department programs like student workshops/Guest lectures/ Industrial visits	50,000	For payment towards honorarium, fee of events/programes for students training
3	Webinars/Online FDP/Workshops to be organized in the department	1,00,000	Expenditure regarding conduction of work shops and seminars
4	Professional bodies membership fees for Faculty and students	50,000	Professional body membership fess
Total Rs.		2,50,000	

Sl No.	ITEM	AMOUNT Proposed	JUSTIFICATION
<b>B</b>	<b>Funding student/Faculty projects</b>		
1	R&D	2,00,000	Projects developed by students/faculty
Total Rs.		2,00,000	

Sl No.	ITEM	AMOUNT (Rs.)	JUSTIFICATION
<b>C</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
1	Repairs	75,000	Repairs of the equipment in all labs
2	Maintenance (In House repairing)	50,000	Maintenance of all lab equipment and replacement of worn out components
Total Rs.		1,25,000	

Sl No.	ITEM	AMOUNT (Rs.)	JUSTIFICATION
<b>D</b>	<b>Consumables &amp; Non consumables</b>		
1	Consumables & Non Consumables (Materials & Tools)	1,00,000	Consumables in all labs
Total Rs.		1,00,000	

Sl No.	ITEM	AMOUNT (Rs.)	JUSTIFICATION
E	Library books		
1	Books for department library	50,000	Books for department library
	Total Rs.	50,000	

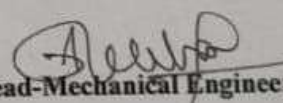
Sl No.	ITEM	AMOUNT (Rs.)	JUSTIFICATION
F	Expenditure /Honorium for BOS Meetings		
1	Expenditure and Honorium to conduct BOS Meeting/@2 times/year	1,00,000	BOS Meeting and Honorium expenditure
	Total Rs.	1,00,000	

Sl No.	ITEM	AMOUNT (Rs.)	JUSTIFICATION
G	Miscellaneous		
1.	Any unplanned requirements	50,000	
	Total Rs.	50,000	

**ABSTRACT:**

Sl No.	ITEM	AMOUNT (Rs.)
A	Staff and Student's Training and Travel	2,50,000
B	Funded projects	2,00,000
C	Repairs & maintenance	1,25,000
D	Consumables & Non consumables for all labs	1,00,000
E	Books for department library	50,000
F	Expenditure /Honorium for BOS Meetings	1,00,000
G	Miscellaneous	50,000
	<b>Total Rs.</b>	<b>8,75,000</b>

Please allocate the annual budget amount of Rs. 8,75,000 (Eight Lakhs and seventy five thousand Rupees) for the department.

  
Head-Mechanical Engineering.

SM  
CI-4

Date : 21.04.2022

To,  
The Principal,  
Methodist College of Engineering & Technology,  
Abids, Hyderabad.

Sub: Request for procurement of Raw Material for Workshop Lab AY : 2021-2022-IIInd Sem.  
Reg...

Dear Sir,

This is to bring to your kind notice, the requirements of Raw Material for Engineering Workshop Lab as attached. BOM and Quotation are attached for your kind perusal. We request you to look in to the matter and kindly arrange the same at the earliest. We are procuring the material regularly with M/s Tirumala Furniture works. The quotation from them is received & enclosed.

Thanking You Sir,

Yours Sincerely,

*Signature*  
22/04/22

*Das*

Workshop In-charge:

As/Sec  
PB  
my

Through :

*Signature*

HOD - Mech. Engg.

Attachments:

1. Bill of Materials
2. Quotation from Tirumala Furniture Works

C1-4

To,  
The Principal,  
MCET, Abids

Date: 07/01/2021, Tuesday

through proper channel

*[Handwritten signatures]*

Subject: Requirements for CAD/CAM Lab (MDM Lab - III sem, CAE Lab - VII Sem)

Respected sir,

I would like to bring to your kind notice the status of CAD Lab in the Department of Mechanical Engineering.

S No	Name of the Item	Quantity	Remark
1.	Total capacity	72	As per seating arrangement
2.	Working Systems available	27	Specifications: i3 processor   8 GB RAM   500 GB HDD AMD Radeon HD 5450
3.	Systems sent for repair	3	Hardware Problem <i>[arrow]</i>

I would like to bring to your kind notice that we purchased 60 licenses of Solidworks 2020.

- Our systems do not meet the minimum specification requirement & systems are crashing except for very simple models.
- Minimum 35 systems are required to conduct lab for one batch (Half the strength).

In view of the above, we request you to order at least 8 new systems (including replacement for hardware problem systems) and upgrade the existing systems with below specifications to support Solidworks 2020 and ANSYS softwares.

- Processor: i5 minimum (i7 recommended)
- RAM: 16 GB minimum
- Graphic Card with 4GB RAM minimum

Thanking you,

*Forwarded to the principal  
for consideration.*

*[Signature]*  
07/01/2021

*HOD-ME*

*SA*

*for drawing  
M/S*

Yours sincerely,

*[Signature]*

Srikanth Rangdal

Asst Prof. & Lab Incharge, CAD Lab



Quotation

# TIRUMALA FURNITURE WORKS

## INTERIOR DECORATORS

H.No. 14-3-289/5, Nanak Shahi Mutt, Shahinath Gunj, Hyderabad - 500 012. (A.P.)

Ref.: To

Date: 21/04/2022

The Principal  
Methodist College of Engg & Tec Alibh Hyd  
Mechanical Dept

Sl No	Description	Specification	Qty	Rate	Amount
1	Teak wood	1" x 2" x 5"	700	16/-	11,200
2	Aluminium Sheet	3' x 6' x 3/8"	2	780	1560
3	Anchor Bolt Holder		6	40/-	240
4	Electric Insulation Tape		2	15/-	30
5	Mild Steel Round Rod	Ø 12 <sup>mm</sup> 20'	2	860	1720
6	Lubricate oil	20/40 <sup>mm</sup>	1 LTR	260	260
7	Char Coal		10kg	65/-	650
8	Diesel + Plastic Can		5 LTR	126	630
9	Amber Paint Brush Heavy	4"	4	150	600
10	Cotton waste		5kg	80/-	400
11	Mangaluru MS welding Electrode	Ø 3.15 <sup>mm</sup>	3 PKT	380	1140
12	Asc welding Face Sheet Blue Glass	11A 0m Red	6	45/-	270
13	Cotton Hand Gloves	White	6	50/-	300
14	Grinding wheels	4"	6	60/-	360
15	Cutting wheels	4"	6	45/-	270
16	G.I Pipe B Grade	1/2" x 20'	2	1250	2500
17	Angle Grinder Stand	4" x 5"	1	1900	1900
			Total	Rs	24300

Thanking you

Your faithful  
Kivans



Cell : 9246378731

# TIRUMALA FURNITURE WORKS

## INTERIOR DECORATORS

H.No. 14-3-289/5, Nanak Shahi Muth, Shahinath Gunj, Hyderabad - 500 012.

No. 51

To

BILL

Date 30/04/2022

M/s. The Principal

Methodist College of Engg &amp; Tech Adids Hyd

No.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	Ps.
1	Teak wood 1" x 2" x 5"	750	16	12,000.00	-
2	Aluminium Sheet 3' x 6' - 30g	2	780	1,560.00	-
3	Anchor Bolt Holder	6	40	240.00	-
4	Electric Insulation Tape	2	15	30.00	-
5	Mild Steel Round Rod 1/2" - 20'	2	860	1,720.00	-
6	Lubricate oil 20/40	1 LTR	260	260.00	-
7	Char coal	10 kg	65	650.00	-
8	Deisel + Plastic Can	5 LTR	126	630.00	-
9	Amber paint Brush Heavy	4	150	600.00	-
10	Cotton waste	5 kg	80	400.00	-
11	Mangalam MS Welding Electrode	3 pkt	380	1,140.00	-
12	Ar.c welding face Shield Blue glass	6	45	270.00	-
13	Cotton Hand Glove's white	6	50	300.00	-
14	Grinding wheels 4"	6	60	360.00	-
15	Cutting wheels 4"	6	45	270.00	-
16	G.I pipe B Grade 1/2" x 20"	2	1250	2,500.00	-
17	Angle Grinder Stand	1	1900	1,900.00	-
Total Rs				25,100.00	
				24,830.00	

Physically checked the items  
 Kinia (Dr. P. Ravichander)

Signature



Date: 21.04.2022

To,  
The Principal,  
Methodist College of Engineering & Technology,  
Abids, Hyderabad.

Sub: Request for procurement of Raw Material for Workshop Lab AY : 2021-2022-IIInd Sem.  
Reg...

Dear Sir,

This is to bring to your kind notice, the requirements of Raw Material for Engineering Workshop Lab as attached. BOM and Quotation are attached for your kind perusal. We request you to look in to the matter and kindly arrange the same at the earliest.

We are purchasing the material regularly with M/s Tirumala Furniture works. The quotation from them is received & enclosed.

Thanking You Sir,  
Yours Sincerely,

*[Signature]*  
29/04/22

*[Signature]*

Workshop In-charge:

Through:

*[Signature]*  
As/Secy  
M/Proc  
M/Engg

*[Signature]*

HOD - Mech. Engg.

Attachments:

1. Bill of Materials
2. Quotation from Tirumala Furniture Works

The material is received and entered in store register. The payment may be cleared.

*[Signature]*  
11/05/22  
HOD-ME

# Methodist College of Engineering & Technology

Abids ,Hyderabad. Mechanical Department

Material Requirement for Workshop lab for AY 2021-2022- IInd sem

21.04.2022

SI No	Description	Specification	Qty No's	Expected Rate Rs	Total Rs
1	Teak wood	1"x2"x5"	700 <sup>+150</sup>	16	12,000 <del>11,200</del>
2	Aluminium Sheets	3'x6'-30 g	2	780	1,560
3	Anchor Bulb Holders		6	40	240
4	Electrical Insulation Tape		2	15	30
5	Mild Steel Round Rod	Ø 12mm - 20'	2	860	1,720
6	Lubricating Oil	20/40W	1 ltr	260	260
7	Char Coal		10kgs	65	650
8	Deisel		5 ltr	126	630
9	Amber Paint Brushes Heavy	4"	4	150	600
10	Cotton Waste		5 kg	80	400
11	Mangalam MS welding Electrodes	Ø 3.15mm	3 pkts	380	1,140
12	Arc Welding Face Shield Blue glass	11A Din Rectangle	6	45	270
13	Cotton Hand Gloves	White	6	50	300
14	Grinding Wheel	4"	6	60	360
17	Cutting Wheels	4"	6	45	270
15	GI Pipe B Grade	1/2" x 20'	2	1,250	2,500
16	Angle Grinder Stand	4"/5"	1	1,900	1,900
Total Amount Rs					24,300

A 100  
25,120

*[Signature]*

*[Signature]*  
Work Shop I/C

*[Signature]*  
HOD Mech