

Minutes of the Purchase/Maintenance Committee meeting held on 21/07/2023

at College Council Hall at 9am

The following members were present for the meeting

1. Dr Aby Mathew T
2. Fr Aby Vadakkumthala
3. Dr Benley George
4. Dr Sunil S
5. Dr Vinod Mathew
5. Mr Ebin
6. Mr Jogi
7. Mr Siby
8. Mrs Fathima
9. Mr Marvin
10. Mrs Thara

Special invitee- Mrs Tintu

The meeting started with a silent prayer.

Dr Aby Mathew T welcomed the gathering.

The following matters were discussed;

1. **Equipments for Purchase-**

Implantology Clinic- Fathima informed that light cure unit has been purchased but the company will replace the light cure with a new one.

Conservative Dentistry department- Fathima informed that the vista scan has to be purchased with buy back offer and a new portable x ray has to be purchased. The proposal to be submitted to JP sir. Fathima informed that airtor handpiece and 1 model trimmer was purchased.

Prosthodontics- Gas stove has been purchased and issued to the department. Dr Aby informed that the department requires 3 Hanau articulator with face bow and 1 Marathon Surveyor for the upcoming KUHS MDS practical exam in august. Fathima informed that the request was not obtained. Dr Benley informed that last year also this request was given. Principal informed that a new request shall be given.

2. **Spares for dental chairs-** Fathima informed that tool kit for Rs 6000 has been purchased.

3. **Phantom head lab-** Dr Vinod informed that the proposal for phantom head lab is ready and it comes to Rs 78 lakhs including all works. Regarding the networking process it was decided that Fathima can visit PMS dental college one day to check its requirements and functioning.

4. **Ceramic lab-** Dr Vinod informed that the proposal for the ceramic lab is ready. It can be submitted to JP sir.

5. **Purchase of new dental chairs-** Dr Vinod informed that the proposal for purchase is ready for 2 dental chairs in pedo department from confident. Dr Benley informed that 5 dental

chairs purchase was discussed and prostho and conso dept are finding it difficult to manage. Fr Aby informed that the proposal shall be revised including the 5 dental chairs.

6. **Purchase of dental materials**- Dr Benley informed that the compiling work for the 1 year quotations has been completed by siby sir. Fr Aby congratulated all who were behind this task. It was decided that the dealers can be called for a one to one final negotiations. It was also decided that the parties can be called for sponsorship of college events.
7. **Purchase of Equipments**- Intra oral scanner- Dr Vinod informed that the dentcare lab is charge Rs 1200 for models. It would be good if the purchase is finalized asking dentcare lab not to include model charges. The proposal for it to be submitted to JP sir.
8. **Compressor**- Fathima informed that the compressor has been repaired. Dr Vinod informed that a new compressor has to be purchased soon after September.
9. **EMR**- Dr Vinod informed that the IT department has given proposal regarding the inclusion of medical records in the EMR. He informed that 8 tabs has to be purchased per department and the total cost would be Rs 15 lacs. Marvin informed that the software company has not installed it in dental colleges and is still under trial. Dr Sunil pointed out the difficulty in entry by students and faculty and also that the tabs would not be sufficient. Fr Aby informed that there will be issues in the charging of the tabs and responsibility of it in the department. He informed that EMR can be initiated in Priority clinic first and then later looked in other departments. Dr Vinod informed that data operators would be required in OMR dept. Similarly the back files can be scanned as pdf and put in the EMR.
10. **Generator**- Mr Jogi informed that a new generator of 160KVA is been purchased for the campus. It is purchased after buy back of the old one. Total cost will be Rs 10.8 lacs. It is with 2 years warranty(or 5000 hours) and 2 years AMC. Jogi informed that the substation floor has to be elevated as water is entering it and also a walkway from ladies hotel kitchen to generator room should be done immediately.
11. **Fans in foyer**- Mr Jogi informed that the 2 fans in the foyer is not working. It was decided that 1 fan of 24 inch can be purchased and if found suitable 2nd one can be purchased.
12. **Dentcare lab charges**- Dr Vinod informed that the dentcare lab charges has been revised now. He informed that if lab charges are revised it should be done by them either in Jan or april of the year otherwise it causes difficulty for the college. Ebin informed that the comparison of the charges is nearing completion.
13. **Gas**- Ebin informed that 6 gas cylinders are been used every month and its use should be conserved. Principal informed that gas is required for lab works and hence it cannot be minimized. The lab gas regulator is off by sisters after class is over. It was suggested that for acrylisation of works in prostho dept we can look for a big induction cooker and vessel so that gas can be conserved. Mr jogi was entrusted to look into it and inform.
14. **Solar power**- Ebin informed that earlier the electricity bill was for Rs 3.4 lacs/year and now it is Rs 2lacs payment to solar team and Rs 65000 to KSEB so approx. we have a profit of 40000.

15. **Auditorium-** Tintu informed that an extension cord is missing in the auditorium. She informed that a water dispenser is missing. Dr benley informed that it is the dept of PHD property. Fr Aby informed that such items can be removed from the stock of auditorium and the stock shall be revised. It was informed that the AC in the auditorium should be periodically cleaned. Marvin informed that 2 locks of the mike box is not proper. It was decided to change it. Service of the mikes to be done as it is not clear. Tintu informed that 1 red cushion chair and 2 blue cushion chairs is missing. Tintu informed that 1 red chair has been shifted to Directors room. Dr Benley informed that from store 2 blue cushion chairs were issued to pedo dept by advise of Fr Aby through store in charge.
16. **Website-** Fr Aby informed that the college website, facebook and Instagram page should be updated regularly. Dr Sunil informed that the college programmes should be inserted in the front page itself of the website. Fr Aby informed that in various other site there is old information of the college, Marvin informed that we cannot do anything for the details in other websites.
17. **PPE kit-** Mr Siby informed that the PPE kit rate has been reduced from Rs 100 to Rs 80. He informed that now many departments are not using N95 masks.
18. **Biomedical lines-** Dr Vinod informed that the biomedical lines has to be replaced if dept renovation works has to be done.
19. **IT-** Marvin informed that there is need of some purchase for the IT and some repair.
20. **Library-** Thara informed that the LIBSOFT has to be renewed. 5 text books has to be obtained from the purchaser. EBSCO renewal is in December.

With no other matters to discuss the meeting concluded at 10.30am.

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Dr Aby Mathew T

Principal

Minutes of the Purchase/ Maintenance Committee meeting held on 29/11/2023

at College Council Hall at 1.45pm

The following members were present for the meeting

1. Dr Aby Mathew T
2. Fr Aby Vadakkumthala
3. Dr Benley George
4. Dr Sunil S
5. Dr Vinod Mathew
5. Mr Ebin
6. Mr Jogi
7. Mr Siby
8. Mrs Fathima
9. Mr Marvin
10. Mrs Thara
11. Mrs Preethi
12. Mr Abin

The meeting started with a silent prayer.

Dr Aby Mathew T welcomed the gathering.

The following matters were discussed;

1. **Equipments for Purchase-**

Implantology Clinic- Abin informed that the light cure unit has been issued to the implantology clinic.

Conservative Dentistry department- Dr Vinod informed that the Vista scan machine of priority clinic has been issued to dept of conservative dentistry. A new Sirona RVG has been purchased in priority clinic. The old vista scan machine was sent to the company and its repair cost is around 1 Lac. So it was decided that it shall be kept back in college and if any of its spares can be used for the repair of the one in conservative department in future. He informed that the portable x ray has been purchased and it will be delivered today by the company. Abin informed that airtor handpiece and 1 model trimmer was purchased and issued to the dept.

Prosthodontics- Abin informed that one Hanau articulator with face bow has been give for service and if its repair is ok the other 2 also can be then repaired. If repair cannot be done then new one will be purchased. The cost of new one is Rs lakh. 1 Marathon Surveyor will be purchased shortly. The price of it is Rs 27000. Dr Aby informed that the accessories for 1 exiting surveyor also has to be purchased. Dr Benley informed that the quote for accessories alone also should be obtained so that it can be purchased.

2. **Phantom head lab-** Dr Vinod informed that the proposal for phantom head lab is ready and it comes to Rs 85 lakhs including all works. He informed that since the amount is big finance dept has kept it on hold. Dr Aby informed that the phantom head is in very bad condition and it should be done immediately. Currently there is a water logging problem so about 20 heads cannot be used. Shyju informed that George Oommen sir had come and seen the issue and they feel that it is a leak through the duct and it happened in the

big rain which happened 5 days back only. Dr Benle informed that we can also think of shifting the phantom head lab to the existing ortho/pedo lab above conservative pg clinic if feasible.

3. **Ceramic lab**- Dr Vinod informed that the equipments for ceramic lab is been purchased from vijay dental lab. The existing equipments in the lab ca be made functional after a technician from vijay dental lab comes to college so that it can be a stand by.
4. **Dental materials**- Mr Siby informed that now there is no availability of GC or shofu company gic and putty materials. So a replacement for it has to be suggested by departments. Dr Vinod informed that a circular for it can be issued to depts. for a substitute.
5. **Purchase of Equipments**- Intra oral scanner- Dr Benley informed that a scanner proposal for college Helios 500 has been submitted with 2 quotations. Dr Vinod informed that there is model charges for works and dentcare lab should be informed to waive it off. In Priority clinic when scanner was purchased lab was informed that for 3 years there will be no model charges. Abin was entrusted to do the purchase after negotiation.
6. **Compressor**- Dr Vinod informed that 2 new Durr compressor has to be purchased for college. The technician of Durr company has informed that 1 compressor can take a load of 25 dental chairs only. Dr Vinod told that 1 compressor can be purchased this year and it can be used for the depts of pedo, prostho and ortho. Next year 1 more compressor can be purchased and it can be used for the orther side depts., conso, perio and phd. The compressor will cost Rs 15 lakhs.
7. **Fans in foyer**- Jogi informed that 1 fan of 24 inch was purchased.It was decided that one more shall be purchased so that when any events occur in foyer it can be used. Bency sir had informed that heli fan cannot be installed in foyer and he suggested that 8 pedestral fans can be used in foyer. He also informed that exhaust fan cannot be placed in roof as the height is very high and warranty will not be there for roof as water leak can happen.
8. **IT**- Dr Aby informed that it is better if 2 cameras are installed in ceramic lab. Marvin was entrusted to look into it.
9. **Library**- Thara informed that the LIBSOFT was renewed. She informed that 4 International journals and 1 national journal was to be purchased for 2024. Ebin informed that only 5 lacs is available for book purchase and 10 lacs for journal purchase in the budget. It was decided to cut short the international journals to 2 nos per dept so that it can be purchased. Books also to be cut to come within the budget limit.
10. **Department renovation**- Dr Vinod informed that the dept of prosthodontics plan was been made ready and it will be ready soon. Shyju was entrusted to make the plan ready and the estimate for it.
11. **Materials for oral pathology**- the request for purchase of tables was approved. The request for teaching aids was informed to Dr Sunil to make available the company details so that quote can be obtained.
12. **Biomedical incident report**- Dr Vinod informed that an incident occurred in dept of pedodontics where the dental chair trolley was broken due to lowering of the dental

chair. He informed that the HOD had given a report stating that the damage occurred due to space constraints. Dr Vinod informed that there is more space for the dental chair. He informed that if the Swetha intern has damaged it then the damage expense should be recovered from the intern.

13. **Mobile dental clinic-** Dr Vinod informed that a new mobile dental clinic is been purchased. Chasis cost rs 25 lacs and furnishing cost another 25 lacs.
14. **Priority clinic-** Dr Vinod informed that Rs 10 lacs has been sanctioned for purchase of new equipments for the clinic.
15. **Retrieval kit-** Dept of Conservative dentistry has given request for it. It was decided to purchase it.
16. **Classroom renovation-** Dr Sunil informed that 3 classrooms has not been renovated. It should be done soon as per the budget.

With no other matters to discuss the meeting concluded at 3.15pm.

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Dr Aby Mathew T
Principal

Fr Aby Vadakkumthala
Director Institutions

Minutes of the Purchase/ Maintenance Committee meeting held on 25/03/2024

at College Council Hall at 1.45pm

The following members were present for the meeting

1. Dr Aby Mathew T
2. Fr Aby Vadakkumthala
3. Dr Benley George
4. Dr Sunil S
5. Mr Ebin
6. Mr Jogi
7. Mr Siby
8. Mr Marvin
10. Mrs Thara
11. Mrs Preethi
12. Mr Abin

The following members were absent for the meeting- Dr Vinod, Mr Ebin(Biomedical)

Dr Aby Mathew T welcomed the gathering.

The following matters were discussed;

1. **Phantom head lab**- Principal enquired about the status of the phantom head lab. Mr Shyju informed that the budget sanctioned for the whole phantom head lab is Rs 75 lacs. He informed that the bank loan is in process and very shortly it will be done.
2. **Dental materials**- Mr Siby informed that now Shofu materials are available in small amounts but as and when it gets finished next lot is available. But GC products are not available.
3. **Fans in foyer**- Jogi informed that 1 more fan of 24 inch is required for patients sitting in the waiting area. Dr Aby informed it that it shall be purchased so that the patients don't feel hot.
4. **IT**- Marvin informed that the proposal for full camera surveillance has been given in the next budget. Dr Benley informed that a camera is a mandatory requirement in the security gate as any uneventful event happen police will ask for the camera in security gate. Marvin informed that in the security gate there is no UPS Line and networking. Principal informed that it should be done at the earliest as it is a requirement of KUHS.
5. **Library**- Preethi informed that 9 International journals has been approved from Finance department and the purchase of it will be initiated soon. Principal informed that 3 orthodontics journals should be made available as it is very essential for them. Preethi informed that she will ask in medical college and inform about it.
6. **Department renovation**- Principal asked Shyju about the renovation status. He informed that one plan and quotation has been obtained. He will bring one more person for assessment and follow it up soon.
7. **Materials for oral pathology**- Dr Sunil informed that the teaching aids for the department is not yet done. Dr Sunil informed that the teaching aid which is purchased has to be framed. Mr Siby informed that the photo frame can be done after getting work order

approval. It was decided to proceed with the same. Shyju informed that the dept painting can be done along with phantom head lab work.

8. **Requirement for Implantology clinic-** The requirement for implantology was Rack to keep instruments, table, rack for slippers and slippers. Mr siby informed that it shall be purchased soon.
9. **MOU with Smy lab-** Dr Benley informed that a MOU has been prepared for doing lab works in the dept of prosthodontics with Smy lab. Finance department informed that the rates are lesser than that of Dentcare lab. It was decide to proceed with the signing of the MOU with Smy lab.
10. **Mobile dental clinic-** Dr Benley enquired about the purchase of the mobile dental clinic. He informed that the chassis of the bus will be purchased soon. Principal informed that for the KUHS inspection we could manage without the bus but for DCI inspection it cannot be done.
11. **Classroom renovation-** Dr Sunil pointed out for this year 1 classroom has not been renovated. It was earlier decided that one classroom shall be renovated every year. Shyju informed that it shall be looked upon.

Principal informed that without the availability of Mr Ebin from Biomedical department the requirements of purchase or maintenance of equipment's cannot be discussed. The same shall be discussed in the next meeting.

With no other matters to discuss the meeting concluded at 2.15pm.

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Dr Aby Mathew T
Principal

Fr Aby Vadakkumthala
Director Institutions

at College Council Hall at 1.45pm

The following members were present for the meeting

1. Dr Aby Mathew T
2. Fr Aby Vadakkumthala
3. Dr Benley George
4. Dr Sunil S
5. Mr Shyju
6. Mr Ebin
7. Mr Siby
8. Mr Marvin
9. Mr Abin

The following members were absent for the meeting- Dr Vinod, Mrs Preethi, Mrs Thara, Mr Jogi

Dr Aby Mathew T welcomed the gathering.

The following matters were discussed;

1. **Phantom head lab-** Mr Ebin informed that the advance payment was done to the party. They will manufacture it within 28 days. It will be delivered after full payment is done. He informed that they have requested for sending 2 tables early so that they can plan its position accordingly. He informed that the company requires 1 week for its installation. Mr Shyju informed that still little amount of water is there in the pit of 2 phantom heads. He checked the possibility of it but found that there is no other source. It was decided that when the civil work starts the slab can be opened and checked for it. The civil work cost comes to around 18 lakhs. He informed that the tomorrow there is a meeting in which the works will be planned to complete it within 2 months time.
2. **Dental materials-** Mr Siby informed GC materials will be available from 25th May onwards. They are increasing the rate also. He informed that it is better to continue with Shofu products.
3. **Dental chairs-** Dr Benley informed that we have to purchase 10 new dental chairs for this year. The department mainly conso and prostho are income generating departments where the dental chairs are 18 years old and has to be urgently replaced with new ones. Patients are now complaining that they have to be frequently shifted from one chair to another during treatment. Ebin informed that in perio PG clinic the chair for hygienist is not working. Principal informed that 5 dental chairs can be installed in Conso UG clinic, 4 in Prostho UG clinic and 1 in Perio PG clinic. Ebin informed that GM company has a chair wjhich cost Rs 1.55 lakhs and can be negotiated. Dr Benley informed to enquire its quality. Ebin informed that they have installed the chair in a dental clinic in thuruthy. Dr Benley informed Ebin to go and check it. He informed that confident chair rate goes to more than 2 lakhs. Principal informed that we should urgently purchase the chairs as students find it very difficult during treating patients as they have to frequently shift the patient due to non functioning of the chairs.

4. **Hanou articulator with face bow-** Principal informed that new articulator has to be purchased soon. PGs cannot work with the old articulator.
5. **Fans in foyer-** Dr Sunil informed that every year one fan can be purchased so that when programme comes it can be used in college.
6. **IT-** Marvin informed that the camera proposal for the college will be submitted soon.
7. **Department renovation-** Shyju informed that he has to get 1 more quotation for it and will do it soon. Principal informed that it should be done soon as other dental colleges have already renovated their PG clinics.
8. **Materials for oral pathology-** Dr Sunil informed that the teaching aids for the dept has not be purchased so far.
9. **Requirement for Implantology clinic-** Mr Siby informed that the rack for keeping instrument has be issued to implantology clinic. Principal informed that the shoe rack has not be provided. Mr Siby informed that it will be purchased soon. Principal informed that the RVG has not been purchased. Mr Ebin informed that a New model of RVG has come from carestream company which costs Rs 85000/- Dr Benley informed that the company person should come and show us a demo before purchase.
10. **Mobile dental clinic-** Mr Shyju informed that the proposal has been submitted to federal bank for funding and awaiting their reply. Principal informed that for DCI inspection mobile dental clinic has to be present.
11. **Health club and recreation facility-** Dr Sunil pointed out that there is no health club facility and recreation facility for students. The mess hall part can be used for it. Mr Shyju informed that the front bike parking interlock area pole can be installed for playing badminton.
12. **Obturing gun-** Dr Benley informed that from conso a request is given for the changing of the needle of the obturating gun system. Mr Ebin informed that he shall look into it and do the needful.
13. **Ac in hostel rooms-** Dr Sunil informed that few rooms in the hostel atleast 10 can be installed with ac and charges can be availed from students. Shyju informed that 1 ton ac will be required and wiring has to be done. Roughly it will cost around 4 lakhs. He informed that it will be looked. Principal enquired about making arrangements for the house we purchased so that it can be rented out to PG students. Shyju informed that the water problem is an issue now a line from pharmacy bore well can be connected to it.

With no other matters to discuss the meeting concluded at 3pm.

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Dr Aby Mathew T
Principal

Fr Aby Vadakkumthala
Director Institutions