

**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A), HYDERABAD-75**  
 No. CBIT/Admn./911 /2019 Dt.15.03.2019

**OFFICE ORDER**

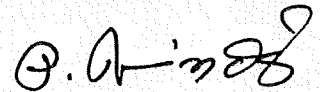
Sub: Constitution of Grievance Redressal Committee - Reg.

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A Committee is hereby constituted for the purpose of looking into the Grievances of students of the Institute and to resolve the grievances in a stipulated time.

- |    |  |                |
|----|--|----------------|
| 1. | Dr. P. Ravinder Reddy, Principal                                 | - Chairman     |
| 2. | Prof.P.Sreenivas Sarma, Director, SA                             | - Co-ordinator |
| 3. | Dr. C. Srikanth Reddy, Librarian                                 | - Co-ordinator |
| 4. | Dr. P. V. Naga Prapura, Assoc. Professor<br>Dept. of Chem. Engg. | - Member       |
| 5. | Sri B. Sateesh, Assistant Professor, Dept. of CSE                | - Member       |

The Committee has to address all the grievances of the students. The functions of the Committee are given here under.



PRINCIPAL

To  
 The above Individuals, for information & necessary action.

**Functions of the committee:**

- Any student of the institute could address his/her grievance in writing to the Principal which will be forwarded to the Committee.
- To examine and enquire the student(s) involved.
- To propose the punishment depending upon the gravity of the offense.
- To consider the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.
- The committee shall also look into the ragging cases. It should counsel the students for anti-ragging and follow the principle of preventive actions. Programmes to communicate with senior students shall be organised at each department level.
- The committee shall look into the matters regarding harassment(s), if any.

**Tenure:** The tenure of the nominated members shall be two years.

**Frequency of Meeting:** The Committee shall meet twice in a year or as and when required.

**Quorum:** Two thirds (2/3) of members



# Chaitanya Bharathi Institute of Technology<sup>TM</sup> (Autonomous)

(Regd. No. 855/2009)

ISO Certified 9001 : 2015

(Affiliated to O.U; All U.G and 5 P.G. Programmes (Civil, CSE, ECE, Mech. & EEE) Accredited by NBA; Accredited by NAAC (UGC) with 'A' Grade

Chaitanya Bharathi P.O., CBIT Campus, Gandipet, Kokapet (V),  
Gandipet Mandal, Ranga Reddy District, Hyderabad - 500 075, Telangana



CBIT

e-mail : principal@cbit.ac.in; Website: www.cbit.ac.in ☎ : 040 - 24193276, 277, 280, Fax: 040 - 24193278

CBIT/Admin/Library /12/2/2019

Dated: 15.03.2019.

## PURCHASE ORDER

To,  
**M/s. Orell Software Solutions Pvt. Ltd.**  
1st floor, BCG Tower, Opp. CSZ,  
Seaport-Airport Rd, Kakkanad, Kochi - 682037  
Ph: 9388814000, 9387414000

Sir,

Sub:- CBIT- Procurement of EduGrievance Portal on Cloud Server for Library and Information Centre - Reg

Ref:- (i) Your Quotation No. TS/EGP/731/12/03/2019 dated 12.03.2019.  
(ii) Your Revised Quotation dated 14.03.2019.

\* \* \*

With reference to your quotation (i) cited above, and based on further negotiations held on 13.03.2019, we are pleased to place our order for procurement of EduGrievance Portal on Cloud Server, Software License, updates and online support for one year for the Library & Information Centre of CBIT as per terms and conditions given hereunder:

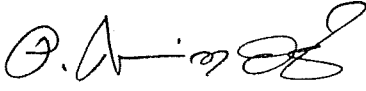
| S.No | Specifications  | Qty | Total Amount in Rs. |
|------|---|-----|---------------------|
| 1    | EduGrievance Portal on Cloud Server, Software License, updates and online support for One year with unique sub-domain (www.cbit.edugrievance.com) | 1   | 12,000              |
| 2    | Set-up fee & online training  | 1   | 8,000               |
|      | Sub-total   |     | 20,000              |
|      | GST - 18%   |     | 3,600               |
|      | <b>TOTAL (inclusive of all taxes)</b>   |     | <b>23,600</b>       |

### Terms and Conditions:

- 1 Delivery at CBIT, Gandipet Immediately.
- 2 Material found defective / unserviceable or which do not conform to our specifications will be returned to you at your cost.
- 3 Warranty: One year warranty from the date of installation and proper working of the software.
- 4 Payment will be made through crossed Cheque after delivery and successful installation and proper working of software along with bills in triplicate.
- 5 Court Jurisdiction at Hyderabad.

**Note:** Our GST No. 36AABTC1906A1ZG

For Chaitanya Bharathi Institute of Technology

  
(Dr.P. Ravinder Reddy)  
PRINCIPAL

Copy to

1. The Librarian
2. Account Section
3. Master File

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