



Maharashtra Cosmopolitan Education Society's

**M. A. Rangoonwala Institute of Hotel Management & Research, Pune.**

Affiliated To Savitribai Phule Pune University / Institute code No. : 1042

Email: info@marhotelmanagement.com | Mobile No.: +91 9403 190 762

**Dr. P. A. Inamdar**  
President, M.C.E. Society

**Prof. Dr. Anita Frantz**  
Principal

| <b>CRITERION – 6</b>                         |   |
|--|---|
| <b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b> |   |
| <b>Key Indicator</b>                         | <b>6.4 Financial Management and Resource Mobilization</b> |
| <b>Metric No.</b>                            | <b>6.4.1</b>  |

- Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organizations) and it conducts financial audits regularly (internal and external)

## **Mobilization and optimal utilization strategies**

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- I) Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organizations)

### 1. Tuition Fee Chalan

Please Accept the cheque

CA No - 433 No. 3217

Fees once paid will not be refunded or transferred

College Copy A. Y. 20 19 - 20 20

**The Muslim Co-op. Bank Ltd.**  
Azam Campus Branch Pune - 1  
Paid to the credit of  
M.C.E. Society's

**M. A. Rangoonwala Institute of Hotel Management & Research, Pune**

Date : 26/12/19

Name : Shaikh Aaqeel

Class : F.Y.B.Sc.HS/S.Y.B.Sc.HS/T.Y.B.Sc.HS

| Sr. No.                           | Description             | Amount ₹ |
|-----------------------------------|-------------------------|----------|
| 1                                 | Tuition Fee             | 17000    |
| 2                                 | Laboratory Fee          | 18000    |
| 3                                 | I-Card Fee              |          |
| 4                                 | Eligibility Form Fee    |          |
| 5                                 | Eligibility Fee         |          |
| <b>UoP Contribution:</b>          |                         |          |
| 6                                 | Students Welfare Fund   |          |
| 7                                 | Students Insurance Fund |          |
| 8                                 | Emergency Fund          |          |
| 9                                 | Development Fee         |          |
| 10                                | Computer Fee            |          |
| <b>Pro-rata UoP Contribution:</b> |                         |          |
| 11                                | Gymkhana Fee            |          |
| 12                                | Ashwamedh Fee           |          |
| 13                                | Corpus Fund             |          |
| Total ₹                           |                         | 35000    |

₹ (In words) - Thirty five Thousand only

Cash/D.D. No. ch no - 426684  
Bk - SBI  
Br - Pune

Cashier Paid by.

## 2.Request Letter to M.C.E Society for Financial Loan

Maharashtra Cosmopolitan Education Society's  
M.A.Rangoonwala Institute of Hotel Management & Research,  
Azam Campus, Camp.Pune-411001  
Tele No: 020-26442261/62 E-mail: [mcemarihrmp@yahoo.co.in](mailto:mcemarihrmp@yahoo.co.in),  
Website: [www.marhotelmanagement.com](http://www.marhotelmanagement.com)

---

Ref.no: MARIHMRP / 20 Date: 23/10/2020.

To,

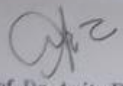
The Hon'ble President,  
M.C.E Society,  
Azam Campus, Camp,  
Pune - 411001.

Subject: Educational loan from M.C.E.Society.

Respected Sir,  
The balance amount in our Account No. 433 (B.Sc.HS) is Rs. 1,60,500/- which is not sufficient for meeting the expenses for the month of Oct, 2020. We kindly request you to sanction educational loan of Rs 10,00,000/- (Rs. Ten Lakh Only) on returnable basis.


Kindly do the needful.

Thanking you,  
Yours sincerely,

  
Prof. Dr. Anita Frantz  
Principal  
M. A. Rangoonwala Institute of  
Hotel Management & Research  
Azam Campus, Camp. Pune 1

*Recd*  
*23/10/2020*

### 3. Receipts of FOSTAC Training

  
M.C.E. Society's  
**M. A. RANGOONWALA INSTITUTE OF  
HOTEL MANAGEMENT & RESEARCH**  
Azam Campus, 2390-B, K. B. Hidayatullah Road, Camp, Pune - 411001.

**RECEIPT**


Date: 21/01/2021 Receipt No.: 392

---

Received with thanks from M/s. / Mr. / Ms. Radha's Hospitality Services  
a sum of ₹ (In Words) Thirty Three Thousand Five Hundred  
only By Cash/ Cheque / D.D No. online - r: Dated 21/01/2021  
UTR NO - MAHR421021596693  
Drawn on Bank of Maharashtra on A/c of Training Fee

training for serum

₹ 33500/-

  
M. A. RANGOONWALA INSTITUTE OF  
HOTEL MANAGEMENT & RESEARCH



### 4. Budget 2018-2019

| MCE SOCIETY'S<br>M.A.RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT & RESEARCH.<br>AZAM CAMPUS, CAMP, PUNE - 411001.<br>(ACCOUNT NO.433) University A/c.<br>PROJECTED BUDGET - RECEIPTS & PAYMENT FOR THE PERIOD OF 01/04/2018 TO 31/03/2019. |               |               |               |   |              |               |              |  |
|--|---------------|---------------|---------------|---|--------------|---------------|--------------|--|
| PARTICULARS  | BUDGET AMT    | ACTUAL AMOUNT | BUDGET AMT    | PARTICULARS                               | BUDGET AMT   | ACTUAL AMOUNT | BUDGET AMT   |  |
|  | 2017-18       | 2017-18       | 2018-19       |   | 2017-18      | 2017-18       | 2018-19      |  |
| TO OPENING BALANCE   |               |               |               | By Establishment Expenses                 |              |               |              |  |
| CASH   | -             | 1,988.00      | 3,530.00      | By Postage & Telegram                     | 825.00       | 917.00        | 1,000.00     |  |
| Muslim Co-op Bk Ltd.A/c- 433   | -             | 112,620.00    | 177,199.00    | By Telephone & Communication              | 18,000.00    | 13,807.00     | 15,100.00    |  |
|  |               | 114,608.00    | 180,729.00    | By Traveling & Conveyance                 | 70,000.00    | 60,826.00     | 70,000.00    |  |
|  |               |               |               | By Tea & Refreshment Exp.                 | 10,000.00    | 6,175.00      | 7,000.00     |  |
|  |               |               |               | By Bank Charges                           | 3,000.00     | 2,222.00      | 2,300.00     |  |
| To Fees & Other Receipts   |               |               |               | By Electricity Charges                    | 375,000.00   | 350,497.00    | 400,100.00   |  |
| To Fees A/c 2016-17  |               |               |               | By Newspaper & Periodical                 | 12,000.00    | 10,705.00     | 12,000.00    |  |
| (Received - 2017-18.)  |               |               |               |   | 488,825.00   | 445,149.00    | 507,500.00   |  |
| Tuition Fees   | -             | 155,500.00    | -             | By Renew Expenses                         |              |               |              |  |
| Laboratory Fees  | -             | 200,710.00    | -             | By Advertisement Exp.                     | 60,000.00    | 53,293.00     | 58,000.00    |  |
|  |               | 356,210.00    | -             | By Audit Fees                             | 50,000.00    | 47,300.00     | 49,000.00    |  |
|  |               |               |               | By Printing & Stationery                  | 70,000.00    | 68,429.00     | 180,000.00   |  |
| To Fees A/c 2017-18  |               |               |               | By Repair Maint & Servicing (Xerox,Comp). | 2,500.00     | 1,870.00      | 2,000.00     |  |
| Fees - F.Y.(Rs.70000*58)   | 4,060,000.00  | 4,024,500.00  | -             | By Repair & Maintenance Exp.              | 350,000.00   | 326,870.00    | 380,000.00   |  |
| - RFT.(Rs.15000*02)  | 30,000.00     | 30,000.00     | -             | By Repair & Maintenance ( Resturant)      |              | 675,846.00    | 100,000.00   |  |
| Fees - S.Y.(Rs.70000*51)   | 3,570,000.00  | 3,524,000.00  | -             | By Computer,Peripherals, & Internet Exp.  | 35,000.00    | 32,390.00     | 35,000.00    |  |
| - RFT.(Rs.15000*03)  | 45,000.00     | 45,000.00     | -             | By Gas & Fuel Expenses                    | 50,000.00    | 33,039.00     | 38,000.00    |  |
| Fees - T.Y.(Rs.70000*43)   | 3,010,000.00  | 2,974,500.00  | -             | By Food Production Practical Exp (F.Y.)   | 70,000.00    | 51,279.00     | 57,000.00    |  |
| - RFT.(Rs.15000*03)  | 45,000.00     | 45,000.00     | -             | By Food Production Practical Exp (S.Y.)   | 60,000.00    | 53,644.00     | 60,000.00    |  |
|  | 10,780,000.00 | 10,643,000.00 |               | By Food Production Practical Exp (T.Y.)   | 125,000.00   | 117,963.00    | 130,000.00   |  |
|  |               |               |               | By Food & Bavage Material Exp.            | 60,000.00    | 58,943.00     | 65,000.00    |  |
| To Fees A/c 2017-18  |               |               |               | By Industrial Visit Exp.                  | 15,000.00    | 10,100.00     | 12,000.00    |  |
| (Received - 2018-19.)  |               |               |               | By Photo Expenses                         | 8,000.00     | 6,195.00      | 6,800.00     |  |
| Tuition Fees   | -             | 251,640.00    | -             | By Legal & Professional charges           | 6,000.00     | 5628.00       | 6,000.00     |  |
| Laboratory Fees  | -             | 219,770.00    | -             | By Sports & Competition Exp.              | 80,000.00    | 76402.00      | 75,000.00    |  |
|  |               | 471,410.00    | -             | By House Keeping Exp.                     | 18,000.00    | 16240.00      | 18,000.00    |  |
|  |               |               |               | By Seminar & Workshop                     | 85,000.00    | 83360.00      | 90,000.00    |  |
| To Fees A/c 2018-19  |               |               |               | By Laundry Expenses                       | 8,500.00     | 6165.00       | 6,700.00     |  |
| Fees - F.Y.(Rs.75000*54)   | -             | -             | 4,050,000.00  | By Registration charges                   | 1,000.00     | 506.00        | 600.00       |  |
| - RFT.(Rs.15000*06)  | -             | -             | 90,000.00     | By Staff Welfare-(Health Check up schem   | 50,000.00    | 50000.00      | 55,000.00    |  |
| Fees - S.Y.(Rs.70000*53)   | -             | -             | 3,710,000.00  | By Function & Festival                    | 50,000.00    | 43583.00      | 50,000.00    |  |
| - RFT.(Rs.15000*03)  | -             | -             | 45,000.00     | By Identity Card Expenses                 | 15,000.00    | 11930.00      | 14,000.00    |  |
| Fees - T.Y.(Rs.70000*53)   | -             | -             | 3,710,000.00  | By Uniform Expenses -                     | 5,000.00     | 900.00        | 20,000.00    |  |
| - RFT.(Rs.15000*04)  | -             | -             | 80,000.00     | By Rent Paid                              | 100,000.00   | -             | 200,000.00   |  |
|  |               |               | 11,665,000.00 |   | 1,374,000.00 | 1,831,975.00  | 1,706,100.00 |  |

|                              |               |               |               |                                      |               |               |               |
|------------------------------|---------------|---------------|---------------|--------------------------------------|---------------|---------------|---------------|
| To Bonafide Certificate      | 5,000.00      | 3,050.00      | 5,550.00      | By Remuneration -                    |               |               |               |
| To Leaving Certificate       | 4,600.00      | 1,700.00      | 5,500.00      | By Remuneration - Staff              | 200000.00     | 2085940.00    | 2,300,000.00  |
| To sale of Form & Prospects  | 50,000.00     | 44,500.00     | 50,000.00     | By Remuneration - Visiting Lecturers | 180000.00     | 174250.00     | 200,000.00    |
|                              | 59,600.00     | 49,250.00     | 61,050.00     | By Remuneration - Guest Lecturers    | 20000.00      | 13000.00      | 15,000.00     |
|                              |               |               |               | By Remuneration - Resource Persons   | 45000.00      | 30300.00      | 45,000.00     |
|                              |               |               |               |                                      | 2245000.00    | 2303490.00    | 2560000.00    |
| To Interest on Fixed Deposit | 900,000.00    | 712,986.00    | 950,000.00    | By Capital Expenditure               |               |               |               |
|                              |               |               |               | By Books & Periodicals               | 15000.00      | 12250.00      | 14,000.00     |
|                              |               |               |               | By Office Equipment                  | 115000.00     | 112000.00     | 125,000.00    |
|                              |               |               |               | By Kitchen Kit & Utensils            | 4000.00       | 3620.00       | 4,000.00      |
|                              |               |               |               | By Kitchen Material                  | 5000.00       | 3000.00       | 3,300.00      |
|                              |               |               |               | By Furniture & Fisctres              | 60000.00      | 55317.00      | 60,000.00     |
|                              |               |               |               |                                      | 199000.00     | 186187.00     | 206300.00     |
|                              |               |               |               | By EDUCATIONAL EXPENSES              |               |               |               |
|                              |               |               |               | By Salary to Teaching Staff          | 5,600,000.00  | 5,873,143.00  | 6,000,000.00  |
|                              |               |               |               | By Salary to Non Teaching Staff      | 1,750,000.00  | 1,702,520.00  | 1,700,000.00  |
|                              |               |               |               |                                      | 7,350,000.00  | 7,575,663.00  | 7,700,000.00  |
|                              |               |               |               | By Surplus Fund ---                  | 62,775.00     | 5,000.00      | 176,879.00    |
| Total --                     | 11,719,600.00 | 12,347,464.00 | 12,858,779.00 | Total --                             | 11,719,600.00 | 12,347,464.00 | 12,858,779.00 |

PROF. ANITA FRANTZ  
PRINCIPAL.


PRINCIPAL  
M. A. Rangoonwala institute of  
Hotel Management & Research  
Azam Campus, Camp. Pune 1

### 5. Infrastructure Augmentation- Construction Activity Bills

| HOTEL MANAGEMENT COLLEGE<br>AZAM CAMPUS PUNE<br>PUNE-MAHARASHTRA |  |     |        |               |  |                  |           |      |                       |         |
|--|--|-----|--------|---------------|--|------------------|-----------|------|-----------------------|---------|
| BILL   |  |     |        |               |  |                  |           |      |                       |         |
| HOTEL MANAGEMENT COLLEGE<br>AZAM CAMPUS PUNE                     |  |     |        |               | HOTEL MANAGEMENT COLLEGE AZAM CAMPUS PUNE              |                  |           |      |                       |         |
| Contractor/agency<br>MATIN HANEEF SHAIKH                         |  |     |        |               | DATE<br>18-Nov-17                                      |                  |           |      |                       |         |
| ADDRESS  |  |     |        |               | WORK<br>REPAIR AND MAINTANCE<br>WORK<br>Labour payment |                  |           |      |                       |         |
|  |  |     |        |               | FROM   |                  |           |      |                       |         |
|  |  |     |        |               | TO   |                  |           |      |                       |         |
| SR.  | ITEM/DESCRIPTION                                 | NOS | LENGHT | BREADTH (MTR) | Height/Depth (mtr)                                     | New Qty (sq.mtr) | Rate (Rs) | unit | New Bill payment (Rs) | Remarks |
|  | Repairing of Electric point [ Principal office ] |     |        |               |  |                  |           |      |                       |         |
|  | Light point                                      |     |        |               |  |                  |           |      |                       |         |
|  | Half point                                       |     |        |               |  | 15               | 540       | nos  | 8,100.00              |         |
|  | Power point                                      |     |        |               |  | 7                | 350       | nos  | 2,450.00              |         |
|  | Fan regulator                                    |     |        |               |  | 7                | 540       | nos  | 3,780.00              |         |
|  | Main wire  |     |        |               |  | 1                | 725       | nos  | 725.00                |         |
|  | D.B to meter box                                 |     |        |               |  |                  |           |      |                       |         |
|  | Meter to switch board                            |     |        |               |  | 35               | 120       | mtr  | 4,200.00              |         |
|  | Cat/6 wire                                       |     |        |               |  | 98               | 58        | mtr  | 5,684.00              |         |
|  |  |     |        |               |  | 45               | 50        | mtr  | 2,250.00              |         |
|  | Repairing of Electric point [ admin office ]     |     |        |               |  |                  |           |      |                       |         |
|  | Light point                                      |     |        |               |  |                  |           |      |                       |         |
|  | Half point                                       |     |        |               |  | 22               | 540       |      | 11,880.00             |         |
|  | Power point                                      |     |        |               |  | 9                | 350       |      | 3,150.00              |         |
|  | Fan regulator                                    |     |        |               |  | 11               | 540       |      | 5,940.00              |         |
|  | Main wire  |     |        |               |  | 3                | 725       |      | 2,175.00              |         |
|  | Cat/6 wire                                       |     |        |               |  |                  |           |      |                       |         |
|  | 4 sq.mm wire                                     |     |        |               |  | 89               | 50        |      | 4,450.00              |         |
|  | 2 sq.mm wire                                     |     |        |               |  | 58               | 43        |      | 2,494.00              |         |
|  | Fan regulators                                   |     |        |               |  | 41               | 38        |      | 1,558.00              |         |
|  | Wire D.B to meter box                            |     |        |               |  | 3                | 725       |      | 2,175.00              |         |
|  | Wire meter to switch bord                        |     |        |               |  | 77               | 120       |      | 9,240.00              |         |
|  |  |     |        |               |  | 91               | 58        |      | 5,278.00              |         |
|  |  |     |        |               |  |                  |           |      | <b>5,278.00</b>       |         |
| Due on   |  |     |        |               |  |                  |           |      |                       |         |
|  |  |     |        |               |  |                  |           |      | <b>75,628.00</b>      |         |

*Matin Haneef Shaikh*  
*OK 2*

## 6. Library Books Purchase



**THE WORD BOOKSHOP**  
999 BOX TITE STREET NEAR PRINCELY DISTRICT  
& RANGWAL RESERVATION CENTER, CAMPUS PUNE - 1  
Tel : 26133118 / 26131214  
Mob. : 9229232001 / 9320478113  
Email: thewordbookshop@gmail.com

### INVOICE

2346 to 2349

Invoice No : WORD1/2019/CRB/628  
Invoice Date : 23-12-2019  
Credit Days : 0  
Shipment Mode : Road

Notes  
REF.NO.MARJHMRP/LIB/10276  
DATE:17.12.19

**To**  
M.A.RANGOONWALA INST OF HOTEL MGMT & RESEARCH  
FORDI/RANGOON  
B-K-B.HIDAYATULLAH ROAD,  
AZAN CAMPUS,  
PUNE - 411001

**Ship To**  
M.A.RANGOONWALA INST OF HOTEL MGMT & RESEARCH  
2390,B-K.B.HIDAYATULLAH ROAD,  
AZAN CAMPUS,  
TEL: (020)-26442261 /622  
PUNE - 411001

| ISBN/Code     | Title                   | Publisher    | Author        | Qty | Curr | Price   | Gross In INR     | Disc% | Value In INR   |
|---------------|-------------------------|--------------|---------------|-----|------|---------|------------------|-------|----------------|
| 978060601043  | MA CUISINE (UKP-16.99)  | HAMILTON     | ANDRE & SIMON | 2   | INR  | 1395.00 | 2790.00          | 20.00 | 2232.00        |
| 9780517506622 | The Escoffier Cook Book | RANDOM HOUSE | ESCOFFIER     | 2   | USD  | 35.00   | 5257.00          | 20.00 | 4205.60        |
|               |                         |              |               |     |      | 4       | 8047.00          |       | 6437.60        |
|               |                         |              |               |     |      |         | Add - Round Off  |       | 0.40           |
|               |                         |              |               |     |      |         | <b>Net Value</b> |       | <b>6438.00</b> |

Rupees Six Thousand Four Hundred and Thirty Eight Only.  
Conversion Rate USD : 75.1000

**for The Word Bookshop**

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1. All payment to be made at Poona and disputes of any nature are to be settled subject to Poona Jurisdiction.  
2. We are not responsible after the delivery of the books from our shop.  
3. Books once sold will not be accepted back.  
4. Printed books are exempted under GST category HSN 4901 / 4902 / 4903

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software By Logic Soft, Chennai - www.logicsoft.co.in

Packed By \_\_\_\_\_  
Checked By \_\_\_\_\_

Page : 1



### 7. Store Purchases Voucher

|  |   |   |
|--|---|---|
| <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">61</span>   |   | (A/C. No. - 60053188471)  |
| M.C.E.Society's<br><b>M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEARCH</b><br>Azam Campus, Camp, Pune - 411001  |   |   |
| <b>PARTICULARS</b>   | <b>Amount</b>   | Date: 14/03/2019<br>Paid To: Vinod Bhadani  |
| being Cash paid towards -<br>purchases of practical<br>material for University<br>practical exam - try B.Sc HS<br>as per Bill attached -<br>March - 2019 A.Y. 2018-19. | 3734/-  | Voucher No. _____<br>Paid by Cheque No. <u>Cash</u><br>Debit A/C. <u>Food Production</u><br><u>Practical - try. B.Sc HS</u> |
| Rupees <u>Three Thousand Seven</u><br><u>Hundred Thirty four only</u>  | 3734/-  |   |
| <br>Principal   | <br>Accountant | <br>Receiver's Signature               |

### Store Purchase Bill

शुद्ध

11/03/19

शुद्ध

11-3-19

**GOYAL DAIRY**  
DAIRY FARM AND MINI MARKET  
HOUSE OF MILK AND ITS PRODUCTS  
563, Sharbatwala Chowk, Opp. Bank of Maharashtra,  
11 001. Ph:- 020-26340728 E-mail : goyaldairy@yahoo.com

Dahi 50  
Milk 60  
110

शुद्ध

PRINCIPAL  
M. A. Rangoonwala Institute of  
Hotel Management & Research,  
Azam Campus, Camp, Pune 1

**WHITE Chicken**  
Committed to Quality

Distributor: **SUGUNA**  
Mobile: 9922 117 358  
8888 299 277  
9422 515 056

HALAL FRESH  
Wholesalers & Retailers  
of Broiler Chicken  
& Eggs

467, Centre Street, Camp, Opp. Qureshi Masjid, Pune - 411 001.

Date: 11-3-19

| Particulars     | Qty. | Weight | Rate | Amount |
|-----------------|------|--------|------|--------|
| Live Chicken    |      |        |      |        |
| Colddress       |      |        |      |        |
| Dressed Chicken |      |        |      |        |
| Boneless        |      |        |      |        |
| Wings           |      |        |      |        |
| Legs & Breast   |      |        |      |        |
| Liver & Gizzard |      |        | 285  | 197    |
| Eggs            |      |        |      |        |
| TOTAL           |      |        |      | 197    |

Thank You !! Visit Again !!

Receivers Signature: *[Signature]* Authorised Signatory: *[Signature]*

11/3/19

100gm Almond 120/-

2. Chicken Cube 70/-

100gm Curran Seal 50/-

50 gm Dalehar pd 50/-

290/-

शुद्ध

शुद्ध

Scanned with CamScanner

## 8. Co-Curricular activity receipts for students

14

*All India Shri Shivaji Memorial Society's*  
**COLLEGE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY**  
55-56, Shivaji Nagar, Pune - 411 005.

**General Receipt - BHMCT**

Book No. \_\_\_\_\_ Date: 4/1/2020

No. 383

Received with thanks from Mr./Miss M.A. Ragoonwala Institute of HM, Pune.

the sum of Rupees Four thousand Rupees.

by <sup>NEFT</sup> Cheque / Draft / I.P.O. / M.O. / Cash on account of Atithya 2020  
As a Registration fee.

<sup>TID</sup> Cheque No. R8KALW904692 Date: / / 20 Drawn on \_\_\_\_\_

**Rs. 4,000/-**


(Cheque Subject to realisation)


*Amaroj*  
Receiver's Signature




### 9. PHA Membership Fee Voucher

| M.C.E.Society's   |        | (A/C. No. - 433)                    |
|---|--------|-------------------------------------|
| M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEARCH                                   |        |                                     |
| Azam Campus, Camp, Pune - 411001  |        |                                     |
| PARTICULARS   | Amount |                                     |
| Being Amt Paid towards Membership for Renew period - 2020 - 21 - (one year) as per R/No - dt. | 8000/- | Date : 19/06/2020                   |
|   | }      | Paid To Poona Hoteliers Association |
|   |        | Voucher No. _____                   |
|   |        | Paid by Cheque No. 521569           |
|   |        | Debit A/C. Membership fee           |
| Rupees Eight Thousand - only  | 8000/- |                                     |


Principal 

Accountant 

Receiver's Signature 




## PHA Membership Fee Invoice


| PHA<br>POONA HOTELIERS<br>ASSOCIATION  |  | POONA HOTELIERS ASSOCIATION<br>c/o, E-Square Leisure Pvt. Ltd., Level 6, 132, University Road, Pune 411016<br>• (91) 7875811111 • Email : pha.secretary1@gmail.com • Web : www.phapune.in |  |
|--|--|---|--|
| <b>TAX INVOICE</b>   |  |   |  |
| To, <u>M.A. Rangoonwala Inst. of Hotel</u>   | Date <u>01/04/2020</u>                       |   |  |
| <u>Management &amp; Research</u>   | Invoice No. <u>406</u>                       |   |  |
| GST No. _____  | Membership No. <u>2005</u>                   |   |  |
| Sr.No.   | Particulars                                  | Rs.   | Ps.  |
| 1  | Subscription <u>(April 2020 to Mar 2021)</u> | 8,000 = 00  |  |
| 2  | Entrance Fees.....                           |   |  |
| 3  | Previous Year Outstanding.....               |   |  |
| 4  | Seminar.....                                 |   |  |
| 5  | Advertisement.....                           |   |  |
| 6  | Annual Night.....                            |   |  |
| 7  | Building Fund.....                           |   |  |
| 8  | Others.....                                  |   |  |
| A Amt. (in Words) <u>Eight Thousand</u>  |  |   | Total  |
| <u>only</u>  |  | CGST 9%   |  |
| PAN NO : AADCP3369H  |  | SGST 9%   |  |
| CIN NO : U55102PN2001PLC015694   |  |   |  |
| To   |  | G. Total  | 8,000 = 00   |
| <b>Terms &amp; Conditions:</b><br>1. Payment processing within 7 days from Invoice Date<br>2. If the cheque is dishonoured Rs. 250/- will be charged extra<br>3. All disputes are subject to Pune jurisdiction only.<br>4. Please send your payment in favour of <b>Poona Hoteliers Association</b><br>5. Bank Details for NEFT : <b>Syndicate Bank</b> . (Branch : Connaught Road, Camp)<br>Account No : 53242010076547 IFSC Code : SYNB0005324 |  |   |  |
| For Poona Hoteliers Association  |  |   | <br>Secretary General |


<https://mail.google.com/mail/u/0?ik=aalf4e9a7c&via...>

### 10. Uniform Voucher

| M.C.E.Society's  |        | (A/C. No. - 433)                   |
|--|--------|------------------------------------|
| M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEARCH                    |        |                                    |
| Azam Campus, Camp, Pune - 411001   |        |                                    |
| PARTICULARS  | Amount |                                    |
| Being Amt paid towards Staff Uniform exp as per Bill No - 1898 dt. 19/01/2021. | 9600/- | Date : 20/01/2021                  |
|  |        | Paid To Blossom Tailors Readymades |
|  |        | Voucher No. _____                  |
|  |        | Paid by Cheque No. 521669          |
|  |        | Debit A/C. Staff Uniform           |
| Rupees Nine Thousand Six Hundred only  | 9600/- |                                    |

  
Principal

  
Accountant

  
Receiver's Signature

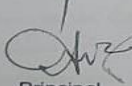
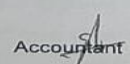

### Uniform Bill

|  |                   |                    |
|--|-------------------|--------------------|
| <b>BLOSSOM</b>   |                   | Bill No.: 1898     |
| <b>Tailors &amp; Readymades</b>  |                   | Date :             |
| Shop No.: 20 B, Deccan Tower,<br>p. Poolgate Post office, Pune 411001. Tel.: 26361926  |                   | Challan No.:       |
|  |                   | Date : 19/1/21     |
| Name <u>M.A. Rangoonwala Inst. of Hotel Management &amp; Research</u>  |                   |                    |
| Description  | Amount<br>Rs. Ps. |                    |
| <p>Uniform Shrad with<br/>Modern &amp; Styly design<br/>6 Set @ 1600/each</p> <p style="text-align: right;">9600/-</p> <p style="text-align: center;"><u>Shrad</u><br/>STORE INCHARGE<br/>M.A.R.I.H.M.R.P.</p> <p style="text-align: left;">W.A. 2</p> |                   |                    |
| Total  | 9600/-            |                    |
| Advance  | —                 |                    |
| Balance  | 9600/-            |                    |
| Sunday Closed  |                   |                    |
| Delivery Date : 20/1/21  |                   |                    |
| We are not responsible if clothes are not taken within 1 month.<br>Without receipt clothes will not be given   |                   |                    |
|  |                   | For <b>BLOSSOM</b> |

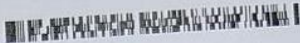



**11.FDP- Receipt of financial assistance to teachers to attend seminars organized by other institutions**

| M.C.E.Society's  |        | (A/C. No. - 433)                             |
|--|--------|--|
| M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEARCH  |        |  |
| Azam Campus, Camp, Pune - 411001   |        |  |
| PARTICULARS  | Amount |  |
| Being Cash Paid towards Airline Ticket for attending Seminar at Delhi dt- 04/01/2018. confirmation No-(PNR) 2GBTSH dt- 26/12/17 Seminar on the | 22152  | Date: 27/12/2017.<br>Paid To Vinod Ahadaleus |
| Sub - "One day workshop on for Faculty Panipatta Thane" by faculty under FSSAI   |        | Voucher No. 315<br>Paid by Cheque No. Cash.  |
| Rupees Twenty Two Thousand One Hundred Fifty Two only  | 22152  | Debit A/C. Travelling & Conveyance.          |

Principal:   
Accountant:   
Receiver's Signature: 







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E-Mail: custrelations@spicejet.com

---

**PASSENGER INFORMATION**

1. Mr. IMRAN SAYYED (ADULT,MALE)

2. Mr. PUNEET BASSON (ADULT,MALE)

---

| TRAVEL INFORMATION |            |               |             |          |          |          |
|--------------------|------------|---------------|-------------|----------|----------|----------|
| TRAVEL DATE        | FLIGHT NO. | FROM/TERMINAL | TO/TERMINAL | DEP.TIME | ARR.TIME | AIRLINE  |
| WED 03 JAN, 2018   | SG 184     | PUNE          | DELHI/T1C   | 3:55 PM  | 6:00 PM  | SPICEJET |
| FRI 05 JAN, 2018   | SG 938     | DELHI/T1D     | PUNE        | 4:50 PM  | 7:00 PM  | SPICEJET |

Confirmation Number (PNR): ZGBTSH      Booking Date: TUE 26 DEC, 2017      Status: Confirmed

---

| PASSENGER DETAIL |                   |                  |            |
|------------------|-------------------|------------------|------------|
| S.NO             | PASSENGER NAME    | FLIGHT           | FARE TYPE  |
| 1.               | Mr. IMRAN SAYYED  | SG 184 (PNQ-DEL) | SpiceSaver |
|                  |                   | SG 938 (DEL-PNQ) | SpiceSaver |
| 2.               | Mr. PUNEET BASSON | SG 184 (PNQ-DEL) | SpiceSaver |
|                  |                   | SG 938 (DEL-PNQ) | SpiceSaver |

---

**ADDITIONAL SERVICES CODE GUIDE**

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 Beverage  
 Lounge  
 Priority Check-in  
 Pre-book Excess Check-in Baggage  
 Seat  
 Preferred Bag Out  
 Spice Assurance  
 Celebration Cake  
 Carry More Onboard  
 MyFlexiPlan  
 Fly for Sure  
 Wheel Chair  
 Spice Assist  
 VIP  
 Web Check-in  
 Blind  
 SpiceCash Birthday/Anniversary Ticket  
 Reliance Travel Insurance  
 Unaccompanied Minor  
 Seat Meal Combo  
 Priority Checkin Baggout First Combo


---

Contact No: +917620577527      Email ID: info@marhotelmanagement.com  
 ADDRESS: Mr. IMRAN SAYYED, PUNE, INDIA

---

| PAYMENT INFORMATION                    |                                    |                                    |            |
|--|------------------------------------|------------------------------------|------------|
| Fare + Airline fuel charge + CUTE Fee  | 18,598.00 INR                      | Convenience Charges                | 900.00 INR |
| User Development Fee - Departure (UDF) | 850.00 INR                         | Passenger Service Fee              | 616.00 INR |
| RCS Provision Fees                     | 200.00 INR                         | SGST                               | 494.00 INR |
| CGST                                   | 494.00 INR                         |                                    |            |
| <b>Payment Type - Cash</b>             | <b>Amount Paid - 22,152.00 INR</b> | <b>Total Price - 22,152.00 INR</b> |            |

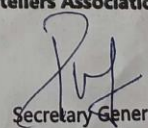
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| PHA<br>POONA HOTELIERS<br>ASSOCIATION  |                                | POONA HOTELIERS ASSOCIATION<br>c/o, E-Square Leisure Pvt. Ltd., Level 6, 132, University Road, Pune 411016<br>• (91) 7875811111 • Email : pha.secretary1@gmail.com • Web : www.phapune.in |          |
|--|--------------------------------|---|----------|
| <b>TAX INVOICE</b>   |                                |   |          |
| To.  | MA Rangoonwala Inst.           | Date  | 30/10/18 |
|  |                                | Invoice No.   | 115      |
| GST No.  |                                | Membership No.  |          |
| Sr.No.   | Particulars                    | Rs.   | Ps.      |
| 1  | Subscription.....              |   |          |
| 2  | Entrance Fees.....             |   |          |
| 3  | Previous Year Outstanding..... |   |          |
| 4  | Seminar.....                   | 677 =   | 97       |
| 5  | Advertisement.....             |   |          |
| 6  | Annual Night.....              |   |          |
| 7  | Building Fund.....             |   |          |
| 8  | Others.....                    |   |          |
| Amt. (in Words)  |                                | <b>Total</b>  | 677 = 97 |
|  |                                | <b>CGST 9%</b>  | 61 = 02  |
|  |                                | <b>SGST 9%</b>  | 61 = 00  |
|  |                                | <b>G. Total</b>   | 800 = 50 |
| <b>PAN NO :</b> AADCP3369H<br><b>CIN NO :</b> U55102PN2001PLC015694<br><b>GST NO :</b> 27AADCP3369H1Z8<br><b>SAC CODE :</b> 999599   |                                | For Poona Hoteliers Association<br><br>Secretary General   |          |
| <b>Terms &amp; Conditions:</b><br>1. Payment processing within 7 days from Invoice Date<br>2. If the cheque is dishonoured Rs. 250/- will be charged extra<br>3. All disputes are subject to Pune jurisdiction only.<br>4. Please send your payment in favour of <b>Poona Hoteliers Association</b><br>5. <b>Bank Details for NEFT : Syndicate Bank.</b> (Branch : Connaught Road, Camp)<br><b>Account No : 53242010076547 IFSC Code : SYNB0005324</b> |                                |   |          |

## 12.Utilization Certificate- NSS

**NATIONAL SERVICE SCHEME**  
Regular Activities for the year 2017-2018  
**UTILIZATION CERTIFICATE**

MCE Society's  
M.A.Rangoonwala Institute of Hotel Management & Research,  
Azam Campus, Camp, Pune-411001.

Certified that the total expenditure of Rs. 12,809.00 including college/institution share, if any, has been utilized by the college/institution for the purpose for which it is approved as per the details in the attached statements in accordance with the terms and conditions, norms of expenditure and relevant guidelines thereto.

Programme Officer  
Mr. Puneet Bhasor

Principal  
Prof. Anita Fraatz

PROGRAM OFFICER  
National Service Scheme (A-SF-167)  
M.A. Rangoonwala Institute of Hotel  
Management & Research,  
Azam Campus, Camp, Pune-411001.

PRINCIPAL  
M. A. Rangoonwala Institute of  
Hotel Management & Research,  
Azam Campus, Camp, Pune-411001.

We hereby certify the details of total expenditure and the admissible grant as mentioned below.

|  | Amount in Rupees |
|--|------------------|
| A) Total Expenditure on the scheme       | Rs. 12,809.00    |
| B) Admissible Amount as per the norms    | Rs. 10,500.00    |
| C) Amount of 1st Installment             | Rs. 00.00        |
| D) Amount Payable to College/Institution | Rs. 9,290.00     |
| E) Amount Borne by College/Institution   | Rs. 3,519.00     |

We have certified the abovementioned expenditure based on the following.

1. Norms and relevant guidelines issued by the Savitribai Phule Pune University
2. Duly certified Original Vouchers and documents submitted by the College/Institution

**M N GURRAM & CO.**  
CHARTERED ACCOUNTANTS  
FRN 127081V

Chartered Accountant (Sign and Seal)  
Membership No. \_\_\_\_\_

Place: Pune  
Date: 24/3/2018

**CAM N GURRAM**  
PROPRIETOR  
M. NO. 122379

(The Original Vouchers and stamped receipts for the above mentioned statement of Accounts are retained in college/Institute office and will be made available to University as when required.)



II) College conducts financial audits regularly (internal and external)

13. CDC Meeting Agenda


Maharashtra Cosmopolitan Education Society's  
M.A.Rangoonwala Institute of Hotel Management & Research Camp, Pune -411001.

**Circular**

The meeting of the College Development Committee is scheduled on 29<sup>th</sup> January 2020 at 10.30 am in the college Training Restaurant.

**Agenda:**

1. To read and confirm the minutes of the last meeting held on 6<sup>th</sup> September 2019.
2. To review the action taken report in respect of the decisions taken in the last meeting.
3. To approve receipts and payments from 01.09.2019 to 27.01.2020.
4. To note important letters/circulars/ received from university and their compliance.
5. To discuss co-curricular and extra-curricular activities conducted and proposed to be conducted.
6. To discuss results of examinations held in Oct/Nov 2019 and propose necessary steps to improve performance/results wherever necessary.
7. To discuss report on progress of studies and internal evaluation.
8. To discuss status report in respect of accreditation of the college NAAC.
9. To discuss and approve MOU/Collaboration/tie-up with other organizations.
10. To take review of placement activity, conducted at the college.
11. To discuss and decide about value added inputs/ courses to be given to the students and innovative ideas to be implemented at the college.
12. Any other matter with permission of the chair.

  
Prof. Dr. Anita Frantz  
Secretary - CDC



## 14.Audit Report 2014-2015

Name : M/s. M.C.E. Society's  
Address : M.A. Rangoonwala Institute of Hotel  
Management & Research,  
2390/B, K. B. Hidaytulla Road,  
New Modi khana, Pune - 411001  
Financial Year : 31<sup>st</sup> March 2014  
Assesment Year : 2014-2015  
PAN No. : \_\_\_\_\_  
VAT TIN No. : \_\_\_\_\_  
CST TIN No. : \_\_\_\_\_

Phone : (O) 020-24332871  
(R) 020-25472429

**M/s. G. K. KORE**  
CHARTERED ACCOUNTANT  
Sr. No. 326, Navi Peth, Near Vitthal Mandir,  
Pune - 411030.  
E-mail : gkkore@hotmail.com

G.K.KORE  
Chartered Accountant  
3,Vastu Chaya,  
Sr.No 326 Navi Peth  
Pune 411030.

AUDIT REPORT OF M.C.E.SOCIETY'S  
M.A.RANGOONWALA INSTITUTE OF  
HOTEL MANAGEMENT & RESEARCH  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2014.

TO,  
The Members,  
M.A RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT & RESEARCH  
Azam Camp, Pune 411001.

I have audited the annexed Receipt and payment account of Maharashtra cosmopolitan Education Society's " M.A RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT & RESEARCH " Camp, Pune 411001. For the year ended 31<sup>st</sup> March 2014.

I have obtained all the information and explanation necessary for the Purpose of an audit. Receipt and payment account is in agreement with the books of accounts and records produced before me for Verification.

G. K. Kore  
Chartered Accountant

Date: 14/07/2014

Place: Pune



MAHARASHTRA COSMOPOLITAN EDUCATION SOCIETY'S  
M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT & RESEARCH, PUNE  
RECEIPT AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31st MARCH 2014

| RECEIPT                              | AMOUNT     | PAYMENT                          | AMOUNT     | AMOUNT     |
|--------------------------------------|------------|----------------------------------|------------|------------|
| <b>TO Opening Balance:</b>           |            | <b>BY ESTABLISHMENT EXPENSES</b> |            |            |
| Cash in hand                         | 2804.00    | Postage & Telegram               | 2279.00    |            |
| Cash at Bank                         | 291422.00  | Telephone Expenses               | 16507.00   |            |
| <b>TO FEES &amp; OTHER RECEIPTS:</b> |            | Traveling & Conveyance           | 21247.00   |            |
| Tuition Fees                         | 3633000.00 | Tea & Refreshment                | 31364.00   |            |
| Laboratory Fees                      | 2387500.00 | Bank Charges                     | 783.00     |            |
| Sports & Competition                 | 27000.00   | Electricity Charges              | 288164.00  |            |
| Sale of Journals                     | 42750.00   | News Paper & Periodicals         | 14440.00   | 374784.00  |
| Exam Fees                            | 318865.00  | <b>BY EDUCATIONAL EXPENSES:</b>  |            |            |
| Sale of Form & Prospectus            | 27500.00   | Salary to Teaching Staff:        |            |            |
| I-Card Fees                          | 8400.00    | Basic                            | 1058465.00 |            |
| Library Fine Fees                    | 7722.00    | A.G.P                            | 295317.00  |            |
| Students Insurance Fund              | 1850.00    | D.A                              | 1139225.00 |            |
| Students Welfare Fund                | 8500.00    | H.R.A                            | 270759.00  |            |
| Eligibility Fees                     | 9350.00    | C.L.A                            | 9893.00    |            |
| Emergency Fund                       | 2520.00    | T.A                              | 65950.00   |            |
| Gymkhana Fees                        | 8500.00    | Special Allowance                | 25800.00   | 2865210.00 |
| Ashwamedh Fees                       | 13940.00   | Salary to Non-Teaching Staff:    |            |            |
| Computer Fees                        | 4300.00    | Basic                            | 486502.00  |            |
| Corpus Fund                          | 1545.00    | A.G.P                            | 160707.00  |            |
| Development Fees                     | 21190.00   | D.A                              | 539673.00  |            |
| Sale of Form                         | 6910.00    | H.R.A                            | 130542.00  |            |
| Seminar & Workshop                   | 88005.00   | C.L.A                            | 10199.00   |            |
| Office Lab. Equipment                | 60000.00   | T.A                              | 14637.00   | 1342620.00 |
| Traning & Placement                  | 8000.00    | Sports Competition Expenses      | 55554.00   |            |
| Leaving Certificate                  | 1350.00    | Honorarium                       | 292954.00  |            |
| Eligibility Form Fees                | 2100.00    | Marketing Expenses               | 23000.00   |            |
|                                      |            | Remuneration                     | 79045.00   |            |

|                                    |           |                           |            |
|------------------------------------|-----------|---------------------------|------------|
| Leaving Certificate                | 2500.00   | Printing & Stationary     | 106533.00  |
| Sale of Raski                      | 2341.00   | Advertisement             | 243014.00  |
| Sale of Log Book                   | 6600.00   | Student Insurance Fund    | 930.00     |
| Sale of Chef Cap, Tie, Bow & Scarf | 2525.00   | Student Welfare Fund      | 1850.00    |
| Sale of Kitchen Kit & Plate        | 19800.00  | Seminar & Workshop        | 74350.00   |
| Fine                               | 134240.00 | Computer & Peripherals    | 3625.00    |
| Sale of Scarf & Apron              | 130.00    | Photo Expenses            | 1067.00    |
| <b>TO Contra Entries</b>           |           | Food Production Practical | 143731.00  |
| T.D.S                              | 3614.00   | I-Cards                   | 11040.00   |
| Professional Tax C                 | 26675.00  | Affiliation Fees          | 4500.00    |
| Income Tax C                       | 291886.00 | Function & Festival       | 14860.00   |
| TO Interest on F.D                 | 404602.00 | Incidental Charges        | 343343.00  |
| Advance to A/c No 537              | 100000.00 | Eligibility Fees          | 6750.00    |
| TO Advance to A/c No 538           | 808854.00 | Emergency Fund            | 930.00     |
| TO University Exam Grant           | 101664.00 | Development Fees          | 4650.00    |
|                                    |           | Gymkhana Fees             | 1860.00    |
|                                    |           | Ashwamedh Fees            | 1860.00    |
|                                    |           | Computer Fees             | 1860.00    |
|                                    |           | Corpus Fund               | 372.00     |
|                                    |           | Exam Fees                 | 302618.00  |
|                                    |           | Cleaningness Charges      | 165472.00  |
|                                    |           | Cleaning Charges          | 1124.00    |
|                                    |           | Gas & Fuel Expenses       | 50508.00   |
|                                    |           | Industrial Visit Expenses | 1580.00    |
|                                    |           | House Keeping Expenses    | 220.00     |
|                                    |           | Staff Uniform Expenses    | 8640.00    |
|                                    |           |                           | 1949770.00 |

|              |  |                                |                   |                   |
|--------------|--|--------------------------------|-------------------|-------------------|
|              |  | <u>BY Capital Expenditure</u>  |                   |                   |
|              |  | Office/Lab Equipment           | 29682.00          |                   |
|              |  | Kitchen Utensils               | 6125.00           |                   |
|              |  | Books & Periodicals            | 60232.00          |                   |
|              |  | Office Equipment               | 219160.00         | 315199.00         |
|              |  | <u>BY Contra Entries</u>       |                   |                   |
|              |  | TDS                            | 3614.00           |                   |
|              |  | Professional Tax               | 26675.00          |                   |
|              |  | Income Tax                     | 261866.00         | 292175.00         |
|              |  | BY Audit Fees                  |                   | 34590.00          |
|              |  | BY Legal & Professional Fees   |                   | 8613.00           |
|              |  | BY Fixed Deposit               |                   | 1000000.00        |
|              |  | BY Reund of University Grant   |                   | 80000.00          |
|              |  | BY Computer Repairs & Services |                   | 25400.00          |
|              |  | BY Repairs & Maint             |                   | 120873.00         |
|              |  | <u>BY Closing Balance:</u>     |                   |                   |
|              |  | Cash in hand                   | 2818.00           |                   |
|              |  | Cash at Bank                   | 357302.00         | 360120.00         |
| <b>Total</b> |  |                                | <b>8749354.00</b> | <b>8749354.00</b> |

As Per my report of even date annexed

*Kore*  
Chartered Accountant  
Date: 14/07/2014  
Place: Pune

FOR M. A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT & RESEARCH, PUNE  
PRINCIPAL  
M. A. Rangoonwala Institute of  
Hotel Management & Research  
Azam Campus, Camp, Pune-1.