



UNIVERSITY OF MYSORE
UGC-HUMAN RESOURCE DEVELOPMENT CENTRE

STOCK VERIFICATION REPORT (2021-2022)

Date on which Stock Verification was done : 21.09.2022 to 23.09.2022
Date of submission of stock verification report : 26.09.2022
Period covered by stock taken : 01.04.2021 to 31.03.2022
Name and Designation of the Employees by whom stock was taken : Sri Sridhara R. Smt. Shylaja M.N.
Second Division Clerk Typist Cum Clerk
Dept. of Genetics and Genomics, University of Mysore. M.G., Mysore

PROFORMA (UGC-HRDC OFFICE)

Sl. No.	Item Description	LF (Ledger Folio)	Cost of the Material	OB (Opening Balance)	Purchased during the year/Number of Materials	Total	Working condition	Non-working Condition	Remarks
1.	LCD Multimedia Projector	209 210	1,66,730=00	03	---	03	03	---	
2.	Ceiling Fan	Inbuilt	---	29	---	29	29	---	
3.	Voltage Stabilizer	217	3,009=00	01	---	01	01	---	
4.	LED Sansui TV 40"	05	29,500=00	01	---	01	01	---	
5.	LED Smart 4K TV 65"	05	96,499=00	01	---	01	01	---	
6.	Amplifier	185	8,312=00	01	---	01	01	---	
7.	Telephone (Ext.)	Inbuilt	---	01	---	01	01	---	

8.	Telephone (Int.)	Inbuilt	---	01	---	01	01	---	
9.	Electric Tea Kettle	170	324=00	01	---	01	01	---	
10.	Air Conditioner 1.8 Ton	217	47,000=00	01	---	01	01	---	
11.	Ricoh Xerox Machine MP2501L	257	99,800=00	01	---	01	01	---	
12.	Lamination Machine	235	8,892=00	01	---	01	01	---	
13.	Transcend MP3 Player	239	2,600=00	01	---	01	01	---	
14.	Pentium IV Computer with Accessories	214	1,22,000=00	04	---	04	04	---	
15.	Dell Desktop Computer	216	93,900=00	01	---	01	01	---	
16.	1 KVA UPS	211	9,200=00	01	---	01	01	---	
17.	7.5 KVA UPS	218	49,550=00	01	---	01	01	---	
18.	10 KVA UPS	218	94,577=00	01	---	01	01	---	
19.	120 AH UPS Batteries	213	77,738=00	06	---	06	06	---	
20.	40 AH Tubular UPS Batteries	259	92,570=00	16	---	16	16	---	
21.	Battery Stand	259	3,776=00	01	---	01	01	---	
22.	D-Link Network Switches	253	7,493=00	02	---	02	02	---	
23.	Pen Drive	239 240	4,998=00	05	---	05	03	02	
24.	Presenter Mouse (Remote)	241	14,709=00	03	---	03	03	---	

25.	Canon Printer	237 240	19,663=00	02	---	02	02	---	
26.	Computers Core i3 (Received from System Coordinator, IOE, UoM)	281	---	30	---	30	30	---	
27.	Web Camera	103	24,932=00	09	---	09	09	---	
28.	Video Camera	279	63,720=00	01	---	01	01	---	
29.	Tripod Stand	279	4484=00	01	---	01	01	---	
30.	Computer Table	55	4,950=00	01	---	01	01	---	
31.	Godrej Steel Tables	51	23,874=00	06	---	06	06	---	
32.	Wooden Unit Tables	51	4,074=00	06	---	06	06	---	
33.	Wooden Step Stool	22	816=00	01	---	01	01	---	
34.	Teakwood Dining Chairs	145	1820=00	02	---	02	02	---	
35.	Moulded Peacock Wooden Chairs with Writing Pad	24 25, 26	2,85,778=00	108	---	108	106	02	
36.	Writing Pad 18 mm PLPB	26	28,025=00	25	---	25	25	---	
37.	Wooden Ramp 18 mm Thickness	26	9,092=00	03	---	03	03	---	
38.	Dias Table	26	23010=00	03	---	03	03	---	
39.	Teakwood Student Chair with Writing Pad	21	27,839=00	41	---	41	41	---	
40.	Moulded Wooden Chairs without Writing Pad	24	17,500=00	10	---	10	10	---	

41.	Computer Chairs	25	75,000=00	25	---	25	25	---	
42.	Godrej Premium Executive Chair Model PCH-7001 with Cushioned Sheet	24	7,450=00	01	---	01	01	---	
43.	Dynamic High Back G.A. Leatherite Chair	25	7,991=00	01	---	01	01	---	
44.	Plastic Stool (Round)	222	2,362=00	21	---	21	20	01	
45.	Moulded Plastic Chairs	25	12,250=00	50	---	50	50	---	
46.	Steel Almirahs	10 11	46,213=00	13	---	13	13	---	
47.	Steel Glass Door Almirahs	10 11	22,853=00	06	---	06	06	---	
48.	Cane sofa set	190	6,350=00	01	---	01	01	---	
49.	Steel library stacks	52 53	27,470=00	03	---	03	03	---	
50.	Wooden Teapoy	27 204	10,380=0	03	---	03	03	---	
50.	Corner Stand	204	950=00	01	---	01	01	---	
51.	Steel Index cabinets (Library)	52	7,750=00	07	---	07	07	---	
52.	Steel Wire Chair	21 23	32,327=00	32	---	32	24	08	
53.	Podium	54	9,500=00	01	---	01	01	---	
54.	Steel filing cabinet	120	4903=80	01	---	01	01	---	
55.	Sofa 1 No., 2 Seater, One seater 2 Nos made of Gobli Wood with cushion seat	27	33,630=00	01	---	01	01	---	

	and back								
56.	Wooden File Storage Unit	272	96,642=00	01	---	01	01	---	
57.	Side Storage Unit	273 274	65,171=00	06	---	06	06	---	
58.	Free Standing Table	273 274	75,727=00	06	---	06	06	---	
59.	Modular Partition	273	35,400=00	60	---	60	60	---	
60.	Wooden Mobile Pedestal Unit	274	6,490=00	01	---	01	01	---	
61.	Medium Black Revolving Chair	28	46,315=00	05	---	05	05	---	
62.	Projection Screen	105	1,053=00	01	---	01	01	---	
63.	Notice Board	135 136	7,500=00	02	---	02	02	02	
64.	White Board	264	1,260=00	02	---	02	02	---	
65.	Locks	81, 82, 83	2,475=00	26	---	26	18	08	
66.	Plastic Tray	81 82	55=00	02	---	02	01	01	
67.	Cash box	120	1,458=70	01	---	01	01	---	
68.	Table Glass Sheet	310	9,440=00	02	---	02	01	01	
69.	Water Filter	199	4,800=00	01	---	01	01	---	
70.	Magnetic white board stand	135	3000=00	01	---	01	---	01	
71.	Paper Cutter	269	2900=00	01	---	01	01	---	

72.	Aluminum Ladder	243	4500=00	01	---	01	01	---	
73.	Kangaro DS-23S24FL Stapler Machine	298	1000=00	01	---	01	01	---	
74.	Pin Up Board	183	600=00	01	---	01	01	---	
75.	Display Board Fixography	183	4,800=00	01	---	01	01	---	
76.	Microphone (Including 3 Cordless)	200	5710=00	02	---	02	02	---	
77.	Drilling Machine	247	981=00	01	---	01	01	---	
78.	Teak Wood Name Board of Size 6x4, 12mm thickness	183	77,408=00	01	---	01	01	---	
79.	Aluminium Component Panel Name Board and Plate	262	40,075=00	22	---	22	22	---	
80.	Alumunium Frame Door KSRB 7.15 (125 sqft)	217	36,875=00	01	---	01	01	---	
81.	Anti Static Woven Polypropylene Floor Mat of 4mm thick (952 sqft)	268	95,486=00	01	---	01	01	---	
82.	Modular Wooden Polished Flooring of 12mm thick, 20 micron polyester film with 4mm thick foam (245 sqft)	272	93,958=00	01	---	01	01	---	
83.	India Map Image showing 66 HRDCs of size 8x4	277	23,600=00	01	---	01	01	---	
84.	Crawford Hall Image of size 6x3	277	15,340=00	01	---	01	01	---	
85.	Insects Screen (140 sqft)	28	51,212=00	01	---	01	01	---	

PROFORMA (UGC-HRDC GUEST HOUSE)

Sl. No.	Item Description	LF (Ledger Folio)	Cost of the Material	OB (Opening Balance)	Purchased during the year/ Number of Materials	Total	Working condition	Non-working Condition	Remarks
1.	Sansui 46' LED TV	8	73,875=00	01	---	01	01	---	
2.	Haier 20' LED TV	22	9,152=00	01	---	01	---	01	
3.	Water Heater Geyser	Inbuilt	---	23	---	23	07	16	
4.	Water Heater Geyser	16 36	50,293=00	16	---	16	16	---	
5.	Ceiling Fan	Inbuilt	---	34	---	34	18	16	
6.	Ceiling Fan	20 36	32,000=00	16	---	16	16	---	
7.	Exhaust Fan	Inbuilt	---	25	---	25	23	02	
8.	Water Aquaguard	28	13,490=00	01	---	01	01	---	
9.	Tata Sky Dish	8	2,100=00	01	---	01	01	---	
10.	Hikvision CC Camera	22	22,330=00	07	---	07	06	01	
11.	1 KVA UPS with 120 AH Battery	22	18,800=00	01	---	01	01	---	
12.	Cambium WiFi Router Model-AP 400	18	19,000=00	02	---	02	02	---	
13.	Single Wooden Cot	Inbuilt 6	---	46	---	46	45	01	
14.	Writing Table with Book Rack	Inbuilt 6	---	46	---	46	46	---	

15.	Multi Type Wooden Stool	Inbuilt 6	---	23	---	23	23	---	
16.	Chair with Iron Leg	Inbuilt 6	---	46	---	46	31	15	
17.	Three Seater Metal Sofa	Inbuilt 6	---	01	---	01	01	---	
18.	3 Seater Wooden Sofa	Inbuilt 6	---	01	---	01	01	---	
19.	Visitors Chair	Inbuilt 6	---	10	---	10	08	02	
20.	Glass Teapoy	Inbuilt 6	---	02	---	02	01	01	
21.	Dining Table (Kadapa Stone)	Inbuilt 6	---	10	---	10	10	---	
22.	Dining Chair (Perforated)	Inbuilt 6	---	80	---	80	78	02	
23.	Wooden Reception Counter	Inbuilt 6	---	01	---	01	01	---	
24.	Reading Chair with rexine seat and back with Steel Leg	18	7,250=00	05	---	05	05	---	
25.	Floor Mat	Inbuilt 6	---	35	---	35	23	12	
26.	Window Curtain Cloth	6 34	95,256=00	47	---	35	25	22	
27.	Pillows	6 18	12,420=00	46	---	92	46	46	
28.	Mosquito Net	Inbuilt 6	---	46	---	46	36	10	
29.	Bed (Mattress)	Inbuilt 6	---	46	---	46	46	---	
30.	Bed Spread	6 10	98,147=00	163	---	163	114	49	
	Pillow Cover	18		119	---	119	104	15	

31.	Blanket	6 18	7,968=00	110	---	110	68	42	
32.	Mirror	8	2,370=00	23	---	23	23	---	
33.	Plastic Bucket	6 Inbuilt	---	25	---	25	25	---	
34.	Plastic Dustbin	6 40	1,500=00	40	---	40	18	22	
35.	Plastic Jug	Inbuilt	---	50	---	50	42	08	
36.	Plastic Cloth Hanger	10	75=00	06	---	06	---	06	
38.	Bathla Ladder	40	4,200=00	01	---	01	01	---	

Sreedhar R.

Sri Sridhar R.

Second Division Clerk
Dept. of Genetics and Genomics,
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Shailaja

Smt. Shylaja M.N

Typist Cum Clerk
Dept. of Genetics and Genomics,
University of Mysore, M.G. , Mysore

Certified that above mentioned employees have done the stock verification of the above mentioned items of articles during the period from 21.09.2022 to 23.09.2022.

S.S. Malini

Prof. S.S. Malini

Director

DIRECTOR

UGC-Human Resource Development Centre
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