

From,  
Head of the Department,  
Department of Periodontology,  
D.A.P.M.R.V Dental College,  
J.P.Nagar,  
Bangalore- 560078.



Maintenance of a stand  
immediately  
5/1/16

To,  
The principal,  
D.A.P.M.R.V.Dental College,  
J.P.Nagar,  
Bangalore- 560078.

Respected Sir,

Sub: Switch board maintenance

With respect to the above subject, I would like to bring it to your notice that the few switch boards in the department have burnt. Since, we use many electrical equipments for our daily clinical work, I request you to kindly arrange for the inspection of switch boards and also their maintenance.

Thanking you,

Yours sincerely,

Dr. Suchetha A.

Department of Periodontology  
D.A.P.M.R.V. Dental College  
J.P. Nagar, Bangalore - 78.

Date: 05/02/2016

Place: Bangalore

From

25-1-2016.

HOD  
Department of Conservative  
dentistry & endodontics  
Bangalore.

To

The Principal  
D.A.P.M.A.V Dental College  
Bangalore.

4674/16-17  
25.1.17



Memorandum to check  
and report

Respected Sir,

Subject: Request to replace the water taps for  
the sinks in the department.

This is to bring to your kind notice that  
two of the sink taps have not been in  
working condition. I thereby request you to  
procurement of new taps and their fixtures at  
the earliest for their functioning. kindly oblige

Yours sincerely

[Signature]

(Dr. H. Murthy)

Prof. & Head

Dept. of conservative dentistry &  
dentistry & endodontics.

Up to plant and Banking  
Kant's factory  
[Signature]



D.A.PANDU MEMORIAL R.V.DENTAL COLLEGE & HOSPITAL

Dept. of Library  
J.P.NAGAR, BANGALORE

DAPM RVDC/ /2015-16

04.03.2016

To,  
The Principal,  
DAPM R V Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.


4621/15/16  
4/3/16  
D.A. Pandu Memorial R.V. Dental College & Hospital  
4/3/16  
Malavika to meet


Respected Sir,

Subject: - Changing the type of windows of the LIC

As discussed, due to hot summer there is suffocation in the Library building as the aluminium windows in bay of the library and information centre which is of closed type, staff and students who visits library cannot sit inside the library for long hours due to excess of heat inside the library building. Hence we would like request your good self to kindly consider our request in making this closed type of windows to open type which may avoid suffocation inside the library building.

Thanking you sir,  
Yours Faithfully,

  
04/03/2016  
(Ravish Krishnamurthy)

Work completed through  
Alfa industries (Aluminium fabricator).  


From

Date - 11/3/2016

Dr P PRAVEEN

Professor and HOD

Department Of Pedodontics

To,

The Principal

R V Dental College

Bangalore

Subject Request to change the coil of autoclave machine

Respected sir,

This is to inform you that our department autoclave machine(sun company) is not functioning as the coil in the autoclave is not functional (examined by the electrician). Kindly permit to replace the same and do the needful.

Thanking you,

Your's sincerely,



DR P PRAVEEN

From

Dr. J.Sridevi,

Head of the Department of Prosthodontics ,

D A P M R.V.Dental college.

To

The Principal,

D A P M R V Dental college,

Bangalore .

Sub: To keep the compressor on- post college timings in prosthodontics lab-  
Reg.

Sir ,

Since 1<sup>st</sup> year post graduates have to finish their preclinical FPD work , they are  
in need of lab's compressor to be on after college timings (from 3:30 to 5:00)-  
for one month. So kindly grant them permission for the same.



Dated: 11<sup>th</sup>-march-2016

Place: Bangalore



Dr.  
14/3/16  
Sh. Kar  
Makudra to  
meet

22/11/16

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

7/4/2016

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078


11  
35/4/16  
Maintenance  
check  


Respected Sir,

Sub:- Repair of 20KVA stabilizer

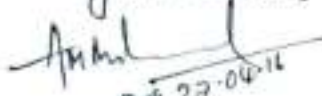
This is to bring to your notice that the stabilizer in the Pg lab is not working and has to be repaired. I request you to kindly make arrangements to get it repaired. I am enclosing a quotation for the same from Total Power Conditioners Pvt. Ltd. who have been attending to all maintenance works for the stabilizer.

Thanking You,

Yours sincerely  
  
(Dr.J.Sridevi)

**Dr. J. SRIDEVI, M.D.S.**  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R. V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

Submitted: Ramrany Electrical contractor & Maheshwari Engg. (inspected the 20 KVA stabilizer and report that PCB is not working, it requires replacement of PCB.

  
eng 27-04-16

Permitted  
29/4/16.

**QUOTATION**

TPC/UPS /RVDC/SERVICE/2016.

DATE: 05-04-2016

TO,

The Principal  
RV DENTAL COLLEGE  
J P NAGAR  
BANGALORE

Sub: - Repair of 20KVA STABILIZER

With reference to above complaint our engineer visited your institute to check the stabilizer & he checked the stabilizer ,he found that the main PCB is not working So it has to be replaced, for the same we are quoting our lowest offer as follows.

Sl. No.	Item Description	Qty	Unit Price (INR) Per Month	Price (INR)
1.	a) replacement of PCB'	01No..	2,000/-	2,000/-
			VAT @14.5%	290/-
	Service charges			500/-
			<b>TOTAL</b>	<b>2,790/-</b>

We are sure our proposal is to your requirement and approval.

We look forward to receive your valued order.

Should you however, need any further clarification or information on our proposal kindly contact the undersigned

Thanking you and assuring you of our best services.



From, ② Aluminium Isotopes

22/4/16

Dept of Conservative Dentistry, (Endodontics)

DAPM RV DC

Bangalore

22/4/16  
22/4/16

22/4/16

To

The Principal,

DAPM RVDC

Bangalore.

Makanda to  
attend immediately

Dear Sir,

The sliding door of Radiography room has got dislodged off the railings. kindly do the needful for repairing the same as exposure is more whenever a radiograph is taken

Thanking you,

Yours sincerely,  
H. J. Mahi



[Worked - Josef]

(2)

Work details.

(1) Gear shaft for sliding door dept - Conservator dept [NOS]  
Total door, 3 nos doors - [2 no. lead sheet door + 1 no plain sliding door]  
[Total 8 nos sheets] -

4 nos. Bush fitting by [initials] 4/5/16

(2) Peda depts : X-ray beam lead sheet door 1 no.  
(2 sheet) replaced.  
[initials]

(3) Hostel in Existing double door 1 full door repaired with  
accessories, C Rod, lock, clips, bushes, screws] Boys' Hostel  
Garden [initials]

(4) Com Girls Common Room door repaired done  
with replacing & greasing with new pivot. (repaired completed)

Work completed & found satisfactory.

[Signature]  
Eng. [initials]  
Date 05.05.2016

[Signature]  
9886191888

SNOS → 21932

To,

Date: 27-04-2016

Principal  
RV Dental College  
J.P.Nagar  
Bangalore



**Subject : Request for relocation of College Canteen**

Dear Sir,

As you are aware the present college canteen area is located in the main entry area marked for RV Hospital main gate. In view of the hospital project progress it is crucial for us to start development in the present canteen area. To do so we have to relocate the present canteen. We had requested with Hospital committee on 20th of April for us to permit us to relocate and the committee has permitted to relocate after joint identification on a new place. As discussed & shown to you we have finalised the space behind the college building near west gate to relocate the canteen temporarily. We would be erecting a temporary structure of 13.5mts by 7.5 mts.

I request you to permit us to start the relocation work.

Thanking You,

Dr. Vijay PV

D.A.P.M.R.V.D/127/16-17  
Forwarded to Hon. Secretary, R.S.S.T. for  
kind information & further action.

27/4/16.  
Principal  
D.A.P.M.R.V. Dental College  
J.P. Nagar 1 Phase,  
Bangalore - 560 078.

From

2016-05-16

**Dr. Praveen P.**

Professor and Head of Department

Department of Pedodontics and Preventive Dentistry

D.A.P.M.R.V. Dental College

Bangalore

To

**The Principal**

D.A.P.M.R.V. Dental College

Bangalore



Respected Sir,

**Sub: Shifting of Dental chairs and modification of department**

In continuation with the discussion had at the staff meeting we wish to utilize the section previously occupied by the Department of Oral Pathology. We request that the old chairs kept in that section removed and modified into a seminar area as our existing area is inadequate. We request also for fixing of curtain rods and white board for projection as well as provision of dark curtains.

We also request partitions for our Postgraduate section to create four cabins.

Thanking you

Yours sincerely

(Dr. Praveen P.)

From

2016-05-06

**Dr. Praveen P.**

Professor and Head of Department  
Department of Pedodontics and Preventive Dentistry  
D.A.P.M.R.V. Dental College  
Bangalore

To

**The Principal**

D.A.P.M.R.V. Dental College  
Bangalore



*6/5/16*  
*Maharaja*  
*Re: Request for the*  
*old*

Respected Sir,

**Sub: Request for Wooden cabinets and SS Instrument trolleys**

We require two more wooden cabinets and 4 large stainless steel surgical trolleys in the postgraduate section of the department. We request your kind help in procuring the same.

Thanking you

Yours sincerely

(Dr. Praveen P.)



10/05/16  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Dear Sir,

Sub:- Replacement of window panes in Dental materials lab

This is to bring to your notice that the window panes in the Dental materials lab are damaged and due to this there is a lot of water entering the lab during rains. We are not able to close and open the windows properly since they are rusted. The windows need to be fully open during lab hours because students work with the Bunsen burner and closed windows leads to suffocation. Hence new sliding aluminium windows can be fixed on the inner side this would solve the problem. Hence I request you to kindly do the needful.

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

**Dr. J. SRIDEVI, M.D.S.**  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

Work. Completed through Alfa industries  
(Aluminum fabrication) Applied



D.A.PANDU MEMORIAL R.V.DENTAL COLLEGE & HOSPITAL  
J.P.NAGAR, BANGALORE



DAPM RVDC/ 242 /2016-17

**NOTE**

Some of the trees in the college premises has to be cut / removed / pruned.

In this connection quotation has been obtained from Mr.Ramakrishna. ( copy enclosed)

He has quoted at Rs.57,000/- (Rupees Fiftyseven thousand only) towards cutting, pruning and disposing of the cut trees including permission Order from Forest department for removal of trees.

Sanction may kindly be accorded.

For kind orders,

  
Principal.

The Hon. Secretary  
RSST  
Bangalore

to Mr. Prasadachar  


Submittal

1) This is the quotation for clearing  
of branches and dead trees in  
RCC Campus

- ii) Following items to be removed
  - Ashoka Dried Tree - 2 nos
  - Ashoka fallen near Auditorium - 1 no
  - Dried Coconut Tree - 1 no

- iii) Removal of branches
  - Ficus tree branches - 6 nos  
behind (near lake block)
  - Branch of all types of trees - 3 nos  
(near library building &  
near Hostel Building)
  - Rubber Tree branches - 2 nos

iv) Agency has quoted Rs 57,000/-  
(Rs 70,000 - Rs 13,000 for Ashoka tree)  
and negotiated for Rs 55,000/-

v) Work is clearing the dead trees,  
cutting of branches & cleanup the  
site including Forest Dept licence  
and awarded to Shri. Ramakrishna

For kind approvals

Manoj Kumar

Approved  
*[Signature]*

*[Signature]*

11/7/16  
1439/16-17  
13/7/16



The Principal,  
R.V. Dental College

For information & further action

*[Signature]*  
11/7/16



# RAMAKRISHNA

No.137, Ashoka Nilaya, K.B. Nagar (West), N.T.Y. Layout, Bangalore-560 026.

Mob. : 9448019791 / 9482141666

9878050504709

Mob. : 9448019791 / 9482141666

To,  
The Principal  
R.V. Dental College,  
J.P. Nagar,  
Bengaluru

Date : 21-05-2016  
Bengaluru



## Sub : Cutting and Shifting of Trees

Sl. No.	Description	Qty	Total
1.	Akeshiya Tree (Near Ambadorim) /	1 No.	70,000-00
2.	Akeshiya Dry Tree Andhra - near center	2 No.	
3.	Coconut Dry Tree	1 No.	
4.	Feltafarm Tree Branches ✓	6 Nos.	
5.	Akasha Mallige Pruning ✓	38 Nos.	
6.	Rubber Tree 12 Branches ✓	2 Nos.	
	<b>Charges</b>		<b>70,000-00</b>
	Less : Value for Akeshiya Tree. (Akeshiya and Dry Tree)		<del>13,000-00</del>
	<b>Total</b>		<b>57,000-00</b>

Including Forest Order

(Rupees Fifty Seven Thousand Only)

Thanking You,

Yours faithfully,

  
(Ramakrishna)



17/06/16  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

*N. Sridevi*  
*To check*  
*18/6/16*

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Respected Sir,

Sub:- Repair of cupboards in the Department of Prosthodontics

This is to bring to your kind notice that the locks of some of the cupboards and the ceramic lab in the PG Lab have to be repaired and some of the cupboard doors also have to be refixed. I request you to kindly make arrangements for the same.

Thanking You,

Yours sincerely,

*(Dr.J.Sridevi)*

**Dr. J. SRIDEVI, M.D.S.**  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main Road, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

*Checked, some of the cupboards hinges are  
not working properly. & have to be replaced & refixed*  
*for the same*  
*Work completed by college carpenter & general worker*  
*A. Sridevi*

1705/16-17  
27.7.16

From,  
Head of Department,  
Department of Periodontics,  
D.A.P.M. R.V. Dental College, Bangalore

27.7.16.  
Bangalore

27/7/16

Suchetha A

To,  
The Principal,  
D.A.P.M. R.V. Dental College, Bangalore

Subject: Request for chairs for patient waiting area

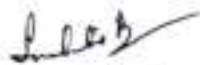
Respected Sir,

We request you to provide us chairs for the patient waiting area as there are insufficient chairs for the patients to sit.

Kindly oblige.

Thanking you.

Yours sincerely,



(Dr. Suchetha A.

HOD, Department of Periodontics)

HEAD OF THE DEPARTMENT  
Dept. of Periodontics  
D.A.P.M.R.V. Dental College  
J.P. Nagar, 1st Phase, Bangalore - 560078.

23/2/16  
16/12/16

DEPARTMENT OF ORAL & MAXILLOFACIAL PATHOLOGY



D.A.PANDU MEMORIAL R.V.DENTAL COLLEGE & HOSPITAL  
No. CA 37, 24<sup>th</sup> Main, I Phase, J.P. Nagar, Bangalore – 560078

Phone : 080-22445754  
Fax : 080-26658411

Email: [rvdcopath@gmail.com](mailto:rvdcopath@gmail.com)  
Website : [www.rvdentalcollege.org](http://www.rvdentalcollege.org)

From  
Dr Veerendra Kumar B  
Professor & Head  
Dept of Oral & Maxillofacial Pathology  
D A P M R V Dental College & Hospital  
Bengaluru

Date : 29-07-2016  
Place : Bengaluru



To  
The Principal  
D A P M R V Dental College & Hospital  
Bengaluru

Respected Sir,

Sub : Requisition to repair lock and key of three doors in the department ;  
repair of floor tiles ; to rectify seepage of water in the wall

This is to bring to your kind notice that keys of three doors (front door, HOD chamber, Research microscope cabin) have become very tight and are posing problem in locking and unlocking these doors everyday.

Also, floor tiles have raised in the undergraduate practical class, causing discomfort and difficulty to walk for students and staff.

Please note, there is also seepage of water in the wall near staircase and beneath Air conditioner in research microscope room.

Kindly consider all the mentioned areas for repair and do the needful at the earliest.

Thanking you,

Regards

(Dr Veerendra Kumar B)

05/08/16  
Bangalore

1904/16-17  
5/8/16  
5/8/16

From,  
Dr.J.Sridevi,  
Professor & HOD,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078


Sir,


Sub:- Requisition to procure mat for Department of Prosthodontics

This is to inform you to make arrangements for us to buy a coir mat of 2x4feet measurement for the Department of Prosthodontics, as the mat has been worn out. Kindly do the needful.

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

Replaced with coir mat found lacking  


DEPARTMENT OF PROSTHODONTICS  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 2nd Phase, J.P. Nagar 1st Phase,  
BANGALORE - 560078.



RASHTREEYA SIKSHANA SAMITHI TRUST  
**D.A.Pandu Memorial R V Dental College**

Accredited by NAAC "A" Grade

No.CA-37, 24<sup>th</sup> Main, J.P.Nagar 1<sup>st</sup> Phase, Bangalore - 560 078

Ph: +91 (80) 2654 7053/2244 5754, Fax: +91 (80) 2655 8411

E-mail: principalrvdc@gmail.com / principalrvdc@yahoo.com Website: www.rvdentalcollege.org



No.DAPMRVDC/1153/2016-17

**NOTE**

**SUB: Replacement of Curtain Gay Wire and Motor Service in Auditorium**

With reference to the above subject, the Auditorium stage Gay wire for the movement of curtains is not in working condition which needs to be replaced and the Motor of the same needs to be serviced immediately due to Graduation day celebrations.

In this connection, quotation has been obtained from M/s. Maruthi Sound system and Light decoration, Bangalore at a total cost of Rs.23,000/- 42,000/-

Approval may be kindly accorded.

For Kind Orders

  
PRINCIPAL

To  
The Hon. Secretary  
RSST, Bangalore

To Mr Vasudha  


Submitted

- i) This is the quotation for replacement of Gay wire of Auditorium front curtain @ RVC
- ii) It is required to replace the Gay wire, as it is broken and also, servicing of motor is required.
- iii) Rate has been verified and negotiated.
- iv) Total cost including labour charges (Wire - 2 rolls, Servicing & labour charges) will be about Rs 21,000/-
- v) Work may be taken up through M. Manjitha Sound system & light Decoration

For kind approval

Am. Secy / Approved

[Signature]  
20/10/2016



✓ So,  
The Principal,  
R.V. Dental College.

For information & further action  
[Signature]  
21/10/16

# Maruthi Sound System & Light Decoration

# 23, 5th Cross, Byatarayanapura,  
Mysore Road, Bangalore - 560026.

E-mail : maruthisoundsystem@gmail.com,  
Ph. : 9844017455, 9341626841  
Mr. Krishnaappa

R.V Dental college  
JP Nagar  
Bangalore



Front catten Gay wire 1 Roll for -	(8.000 (1 Roll))
for both sides two Roll	- 16.000
Motor Services	- 3.000
labourer	- 4.000
Total	<u>93.000</u> to 21,000

Inventory ~~three~~ three thousand only. 11/11/2011



# MARUTHI SOUND SYSTEM & LIGHT DECORATION

Byatarayanapura 'A' Cross, Mysore Road, Bangalore-26  
 Phone : 26749524, Mobile : 98440 17466

## CASH BILL



To...P.V. Dental.....  
College - J.P. Nagar  
Bangalore.....

No. 51

Date 26

B.R. NO. 276/16-17

No.	PARTICULARS	Qty.	Amount	
			Rs.	Ps.
①	Front caten 2 roll Gay wire. <u>100</u>	(2 roll)	15000	210
②	Motor. Servicut - /		3000	210
③	Labour /		3000	210
Work has been completed & found satisfactory. Bill may be paid for payment. <u>Approved</u> <u>27 10 2016</u>				
TOTAL			21000	210

For : Maruthi Sound System & Light Decoration

205





RASHTREEYA SIKSHANA SAMITHI TRUST

## D.A.Pandu Memorial R V Dental College

Accredited by NAAC "A" Grade

No.CA-37, 24<sup>th</sup> Main, J.P.Nagar 1<sup>st</sup> Phase, Bangalore - 560 078

Ph: +91 (80) 2654 7063/2244 5754, Fax: +91 (80) 2665 8411

E-mail: principalvdc@gmail.com / principalvdc@yahoo.com Website: www.rvdentalcollege.org



No.DAPMRVDC/1860/2016-17

14.11.2016

### NOTE

The arch at the main entrance of this institution displays the college name is not visible due its lack luster, the letters needs lackering with MRF vaporized power coating to maintain glossy finish.

In view of the above, a quotation has been obtained from M/s. Universal Enterprises, Bangalore who is our regular service provider in the field of vaporizing, quoted Rs.33,205/- inclusive of taxes and labour charges.

A copy of the quotation obtained from M/s. Universal Enterprises, Bangalore is enclosed herewith for your kind information, perusal and kind consideration.

  
PRINCIPAL

For kind orders

To,  
The Hon. Secretary,  
RSST, Bangalore

*Vasuvachae*  
*Approved/15/11*

Comments:

1) There is the quotation for diprinting ✓  
Printer copy of Government letter  
(Form of Asset Li. Ac in return  
Govt/Arch for donor letter

The Principal  
R.V. Dental College  
For information & furtherance

*[Signature]*

2) As the existing letters, which has  
been <sup>sent</sup> since then <sup>is</sup> 4, 5 years  
old

3) All the letters are looking <sup>dirty</sup>  
not shining at all

4) So this has been suggested for  
Printer copy of letters

5) Selected and touching services.  
Printer copy and keeping of  
7 letters with scaffolding will  
be cost of about Rs 22,000/- (in  
negotiable amount)

6) Work may be taken up through  
the Government Engineer.

For home approval

*[Signature]*  
11/11/16

Hand long/11/16

*[Signature]*  
11/11/16

3628/16-17  
20/11/16

*[Signature]*  
21/11/16



# UNIVERSAL ENTERPRISES

#3/195, Kirloskar Colony II Stage (Near Shankar Mutt), Basaveshwara Nagar, Bengaluru-560079.

To: The Principal  
RV Dental College  
JPNR Bengaluru

No: 1586 Date: 29/11/16  
PG No & Dt: 3782/16-17  
No. of Items: 3-Rm 30/11/16  
Buyer's Tin No: 30/11/16  
Buyer's CST No: 30/11/16

Served by: [Signature] Checked by: [Signature]

Despatched by: Documents Through:

Sl. No.	DESCRIPTION	Quantity	Unit Price		Amount	
			Rs.	Ps.	Rs.	Ps.
1.	Removing of Existing Paint and Re-painting of MRF vaporized powder coating with Lackering and using Nut & Bolt.	70 Leters	29000/-		29000	00
					29000	00
					4205	00
					3000	00
					36205	00
					4205	00
					32000	00
					<b>GRAND TOTAL</b>	<b>32000</b>

Work completed, for & subject to VAT 14.5%  
Full amt to be paid for payment

[Signature]  
DEPARTMENT OF ESTIMATION  
D.A.P.M.R.V. DENTAL COLLEGE

TIN No. : 29470485869

Less: Discount

Rupees in Words: Thirty two thousand Only

Receivers Stamp, Signature, Date & Time

For **UNIVERSAL ENTERPRISES**  
[Signature]  
MANAGING PARTNER





# UNIVERSAL ENTERPRISES

Manufactures of : Interchangeable Displays, White-Wipe-Off Board, Notice Board, Exhibition Boards and Other Display Boards, Software General Signature's & all types of Fabrication Stands

No. 3/195, 2nd Stage, Kirlaskar Colony, Near Shankar Mutt Post Office, Bangalore-560079.

Date: 26/10/2016

Ref.

To.

The Principal  
RVDC  
Bangalore



Dear Sir,

Sub : Quotation

SL.No.	Particulars	Qty.	Unit Price	Amount
1	Removing of existing paint and re-painting of MRF vaporized powder coating with lackering and using new nuts and bolts	70 letters	29000	29000=00
			TOTAL	29000=00
			VAT @14.5% Extra	4205=00
			Fixing of all seventy alphabets including delivery	3000=00
			<b>Grand Total</b>	<b>33205 =00</b>

Thanking you  
Yours sincerely

For UNIVERSAL ENTERPRISES.

PRASAD  
9845050217

Negotiated price of 32,070 = 00  
[Signature]  
EXT/PRST 16/11/2016



RASHTREEYA SIKSHANA SAMITHI TRUST

## D.A.Pandu Memorial R V Dental College

Accredited by NAAC "A" Grade

No CA-37, 24<sup>th</sup> Main, J P Nagar 1<sup>st</sup> Phase, Bangalore - 560 078

Ph: +91 (80) 2654 7053/2244 5754, Fax: +91 (80) 2665 8411

E-mail: principalvdc@gmail.com / principalvdc@yahoo.com Website: www.rvdentalcollege.org

No.DAPMRVDC/ 1467/2016-17

01.12.2016

### NOTE

The arch at the main gate entrance of this institution displays the College name with logo. The new logo has to be placed.

In view of the above, a quotation has been obtained from M/s.Universal Enterprises, Bangalore who are expertise in the field, for aluminium box type measuring 2 $\frac{1}{2}$ ' x 2'. The company has quoted Rs.4,500/- + VAT @ 14.5%.

A copy of the quotation is forwarded herewith for your kind information and approval to get the work done from M/s.Universal Enterprises, Bangalore at a cost as cited above.

For Kind Orders,

  
PRINCIPAL

To  
The Hon. Secretary  
RSST, Bangalore

# UNIVERSAL ENTERPRISES

Manufacturers of Interiors, Display Cases, School Desks, External Signages, CUSTOMIZED Fabrication Items

The principal  
RVDC  
Bangalore.

29/11/16.

u  
30/11/16

Dear Sir.

Sub:- College Logo

	<u>Qty</u>	<u>AMOUNT</u>
① 2' $\frac{1}{2}$ x 2' Size Aluminium Box type RV GROUP LOGO	<u>ONE</u>	<u>4500=00</u>

VAT 14.5% Extra.

Thanking You.

*Prasad*

**UNIVERSAL ENTERPRISES**

#3/195, Kirloskar Colony II Stage (Near Shanika Mutt), Basaveshwara Nagar, Bengaluru-560079.

To: R V Dental College  
JP Nagar  
Bangalore

No: 1597

Date 7/12/16

PG No &amp; Dt

No of Items

3996/16-17

Buyer's Tr No

14-12-16

Buyer's COT No

B.R. NO. 337/16-17  
14-12-16

Served by

Checked by

Despatched by

Documents  
ThroughSl  
No

DESCRIPTION

Quantity

Unit Price

Amount

Rs

Ps

Rs

Ps

1. Aluminium Sheet  
with R.V LOGO  
30" X 24" Size.

ONE

4500/-

4500 = 0

4500 = 0

652 = 0

5152 = 0

VAT 14.5%

Approved work completed & found correct  
with working satisfactory. Billing to paid  
for payment.Approved  
M. B. S.  
R. V. K.  
08/12/16

TIN No. : 29470485869

Rupees in Words

Five thousand One hundred

fifty two only

GRAND TOTAL

5152 = 0

Receivers Stamp, Signature, Date &amp; Time

For **UNIVERSAL ENTERPRISES**

MANAGING PARTNER



RASHTREEYA SIKSHANA SAMITHI TRUST

**D.A.Pandu Memorial R V Dental College**

Accredited by NAAC "A" Grade

No CA-37, 24<sup>th</sup> Main, J.P.Nagar 1<sup>st</sup> Phase, Bangalore - 560 078

Ph: +91 (80) 2654 7053/2244 5754, Fax: +91 (80) 2695 8411

E-mail: principalrvdc@gmail.com / principalrvdc@yahoo.com Website: www.rvdentalcollege.org



No.DAPMRVDCI / 1767 / 2016-17

**NOTE**

The arch at the main gate entrance of this institution displays the College name with logo. The new logo has to be placed.

In view of the above, a quotation has been obtained from M/s.Universal Enterprises, Bangalore who are expertise in the field, for aluminium box type measuring 2 1/2' x 2'. The company has quoted Rs.4,500/- + VAT @ 14.5%.

A copy of the quotation is forwarded herewith for your kind information and approval to get the work done from M/s.Universal Enterprises, Bangalore at a cost as cited above.

For Kind Orders,

*[Signature]*  
PRINCIPAL

To  
The Hon. Secretary  
RSST, Bangalore

*Approved*  
*[Signature]*  
*12/12*





# UNIVERSAL ENTERPRISES

The Principal  
RVDC  
Bungabala

29/11/16

~~u  
30/11/16~~

Dear Sir

Sub - College Logo

- 0 -

	<u>Qty</u>	<u>Amount</u>
① 2' $\frac{1}{2}$ x 2' Size Aluminium Box Type RV Group Logo	<u>ONE</u>	4500-00

VAT 14.5% Extra

Thanking you

*(Signature)*

# UNIVERSAL ENTERPRISES

#3/195, Kirloskar Colony II Stage (Near Shankar Mutt), Basaveshwara Nagar, Bengaluru-560079.

To: R.V. Dental College  
JPNR  
Bangalore

No. 1597      Date: 7/12/16

P.O.No & Dt :

No.of Items :

Buyer's Tin No. :

Buyer's CST No. :

Served by [Signature]      Checked by [Signature]

Despatched by :      Documents Through :

Sl. No.	DESCRIPTION	Quantity	Unit Price		Amount	
			Rs.	Ps.	Rs.	Ps.
1.	Aluminium sheet with R.V. LOGO 30" X 24" size.	<u>ONE</u>	<u>4500/-</u>		<u>4500</u>	<u>00</u>
					<u>4500</u>	<u>00</u>
					<u>652</u>	<u>00</u>
					<u>5152</u>	<u>00</u>
	<u>VAT 14.5%</u>					

TIN No. : 29470485869

Rupees in Words five thousand one hundred and fifty two only

**GRAND TOTAL** 5152 - 00

Receivers Stamp, Signature, Date & Time

For **UNIVERSAL ENTERPRISES**  
[Signature]  
 MANAGING PARTNER

From

Dept of Conservative Dentistry & Endodontics  
Dharmavaram  
Bangalore.

05/1/17

To,

The Principal,  
Dharmavaram  
Bangalore.

Dear Sir,

We request you to do be needful  
for shifting 'lead sheets' to the new  
Radiology area in the dept to  
enable us to use the new X-ray  
machine on the side.

Thank you

Yours sincerely  
Dr. J. S. Reddy

17/01/17  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

18/1/17  
Kashidra to check  
and report

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078


Respected Sir,

Sub:- Repair of almirah locks & door locks in the Department of Prosthodontics

This is to bring to your kind notice that the almirah locks in the UG clinic, PG lab, Preclinical lab and the door locks in the PG Lab have to be repaired. I request you to kindly make arrangements for the same.

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D. A. P. M. R. V. Dental College & Hospital  
C/A - 7, 24th St. J. P. Nagar, 1st Phase,  
BANGALORE - 560078.

11/03/2017

To,  
The PRINCIPAL  
DAPM RV DENTAL COLLEGE  
J.P. NAGAR  
BANGALORE - 560078

52/16/16-17  
1/3/17  
4  
1/3/17  
Ramesh  
Mantre Eng

FROM,  
POST GRADUATE STUDENTS  
DEPT OF ORTHODONTICS  
DAPM RV DENTAL COLLEGE  
B'lore

THROUGH,  
THE HEAD OF THE DEPARTMENT  
DEPT OF ORTHODONTICS  
DAPM RVDC  
B'lore

Respected Sir  
Sub: "Requesting to turn the compressor on."

We the post graduates of Dept of Orthodontics, need the compressor to be on after college hours as we have mock practical examination on 1<sup>st</sup> & 2<sup>nd</sup> March 2017. We kindly request you to oblige & do the needful.

Thanking You

Yours sincerely  
Post Graduate Students  
Dept of Orthodontics

Forwarded to HO Principal -  
Sharma Sir

Dr. M. B. Bharathi  
Prof. Dept of General Pathology & Microbiology  
DAPMRV Dental College  
Bangalore

To,  
THE PRINCIPAL  
DAPMRV Dental College  
J.P. Nagar, Bangalore

30/3/17  
To Submitt of  
is in file  
3/4/16

Sir,

We need to have cupboards made in the store-room of our department on the existing flat-form to keep the microscopes as the existing space in the existing cupboard is not sufficient enough to accommodate the new microscope. kindly do the needful.

Thanking you,

26.5.17  
M.B. Bharathi

26/5/17  
Sincerely  


(Dr. M. B. Bharathi)  
M. B. BHARATHI, MD (PATH)

To,

4/4/17

The HOD,

Department of Oral Medicine  
and Radiology

✓  
Marinda to meet

To,

The Principal,  
DAPM R.V. Dental College,

Respected Sir,

Kindly provide us with a  
pedestal fan in the U.G. clinic.

I request you to do the needful.

Yours sincerely,

Arya  
(DR ASHA R. IYENGAR)

As per the principal instructions, Ceiling Fan has been provided  
at the dept. near by Staffisation room.

Amal  
April 2017.

From,  
Dr Suchetha A.,  
Professor and Head  
Department of Periodontics  
DAPM RV Dental College, Bangalore

553/17-18  
9/5/17  
DAPM RV DENTAL COLLEGE  
BANGALORE  
Mandana to check

Bangalore

09.05.17.

To,  
The Principal,  
DAPM RV Dental College, Bangalore

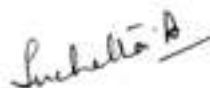
Respected Sir,

Subject: Replacement of window glass in the department

Window glass in the department has been broken. So I request you to kindly give permission to get the window glass replaced. Kindly oblige.

Thanking you.

Yours sincerely,



(Dr. Suchetha A.)

HEAD OF THE DEPARTMENT  
Dept. of Periodontics  
D.A.P.M.R.V. Dental College  
J.C. Heights, 1st Floor, Bangalore-560075.



Compressor Running Time

18/7/17

From,

POST GRADUATES OF DEPT OF ORTHODONTICS  
D.A.P.M. R.V. DENTAL COLLEGE  
J.P. NAGAR  
BANGALORE

To,

THE PRINCIPAL  
D.A.P.M. R.V. DENTAL COLLEGE  
J.P. NAGAR  
BANGALORE

Through,

THE HEAD OF THE DEPARTMENT  
DEPT OF ORTHODONTICS  
D.A.P.M. R.V. DENTAL COLLEGE  
J.P. NAGAR  
BANGALORE

Respected Sir,

Sub: Request to keep the Compressor on after college hours from 18/7/17 to 25/7/17 from 4:00pm to 8pm.

We, the post graduates of Dept of Orthodontics, request you to keep the compressor on after college hours from the 18/7/17 to 25/7/17 from 4:00pm to 8pm.

We kindly request you to oblige & do the needful.

Thanking you

for HOD  


- 1) Vishal Kumar V
- 2) Rajeev
- 3) Prativa Sharma.  
Ruchina Shrivastava  
Aishwarya  
Charwati

Yours sincerely  
POST GRADUATES  
(DEPT OF ORTHODONTICS)

18/7/17-19  
21/7/17  
21/7/17  
24<sup>th</sup> & 25<sup>th</sup> only  
Nahanda

29/08/17  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

*J*  
29/8/17

To,  
The Engineer,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Through,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Dear Sir,

Sub:- Replacement of fan in the Under graduate & Post graduate section

This is to bring to your notice that the fan in the under graduate & post graduate section in the Department of Prosthodontics is not functioning. It has been brought to the Engineer's notice and he has informed us to go for a new ones. Hence I request you to kindly make arrangements for the same and do the needful.

Thanking You,

Yours sincerely,

*J*  
(Dr.J.Sridevi)

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

29/08/17  
Bangalore



From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Dear Sir,

Sub:- Request to procure chairs in the waiting area

This is to bring to your notice that the waiting area in the Department of Prosthodontics has shortage of chairs for the patients. Hence, I request you to kindly make arrangements for the same and do the needful.

Thanking You,

Yours sincerely,



(Dr.J.Sridevi)

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

from

Dr. Bhagnalakehu. g.  
prof & head.

Anuraadhatony  
DAPM RV Dental college.

B-Lore.

To

The principal

DAPM RV Dental college. B-Lore.

Sir,

I would like to inform you that  
our department laptop is not compatible  
with the projector in the class room I.

It requires an adaptor. The same has  
been provided temporarily by Mr. Kishor.

Hence I request you to please  
provide a new adaptor so that the class  
room projector can be used with the help  
of the same.

Thanking you  
Yours sincerely  
Shashi

08.09.17.

B-Lore.

B.  
8/9/17

To pronds



23/11/17  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

Sir,

Sub:- Regarding servicing of tables in the PG Lab

This is to bring notice that the tables in the PG lab and PG clinic requires servicing and the drawers are not working properly since the channels are worn out and not functioning properly. Our college carpenter has seen the tables and has advised to replace the channels. These tables have not been serviced since the time they have been bought. He has replaced the channels for one table for us to evaluate, it is functioning properly.

I request you to kindly permit us to get the other tables serviced.

Total number of channels to be replaced 82 - cost per channel Rs. 130/-	= Rs 10,660/-
Cupboard door hinges for PG lab - 10 sets - cost per set 200/-	= Rs 2,000/-
Miscellaneous	= Rs 900/-
Total cost -	= Rs 13,560/-

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

Complaints Rectified through College Carpenter

  
Mahesh



9-12-2017

From,  
Dr.J.Sridevi,  
Professor & HOD,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

*M on kumar 70 clava*  
*R.*  
*12/12/17*



To,  
The Principal,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

Sir,

Subject: Request for glazed tiles in the PG Lab I floor.

There is constant water spillage below the wash basin in the PG lab I floor because of which the paint in this area keeps peeling off during cleaning. Hence it is very difficult to maintain this area clean. I request you to permit us get glazed tiles placed in this area, thus making it easy to maintain.

I request you to kindly do the needful.

Thanking You,

Yours sincerely,

Dr J Sridevi

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

# Myriad International

"STHUTHI", #352, Hennur Cross, Behind Banjara Crest Apartments,  
Kalyan Nagar Post, Bangalore-560043

Tel: +91 98454 60607, 91-80-2544 3823

GSTIN: 29ADFPB2955H1ZL

Original for  
Recipient

4912/12-19/115  
B.R. No. 412/17-18  
17-1-18



## Tax Invoice

Invoice No:051	Transport Mode:N.A
Invoice date: 12/01/2018	PAN NO: ADFPB2955H
Reverse Charge (Y/N): N	P.O/W.O NO: Quote No.006/201711
State:Karnataka	P.O/W.O Date: Quote dt.14/11/2017
Code	29

Bill to Party	Ship to Party
Name:The Principal	Name:Same as Bill to address.
DAPMRV Dental College	Address:
J.P.Nagar 1st Phase	
BANGALORE-560 078	GSTIN:
State:	State:
Code	Code

S. No.	Product Description	HSN/S AC code	UOM	Qty	Rate	Amount	Discount	Taxable Value	CGST		SGST		Total		
									Rate	Amount	Rate	Amount			
	Waterproofing work carried out at your building as below:	9954						0	9		9				
1	Sealant ✓	9945	Rft	58	280	16240		16240	9	1461.6	9	1461.6	19163.2		
2	Metal flash ✓	9954	Rft	52	245	12740		12740	9	1146.6	9	1146.6	15033.2		
3	Chemical appln ✓	9954	Sft	379	55	20845		20845	9	1876.1	9	1876.1	24597.1		
4	Granite floor to wall joint ✓	9954	Rft	80	190	15200		15200	9	1368	9	1368	17936		
		9954					0		9		9				
		9954					0		9	0	9	0	0		
		9954					0		9		9				
<b>Total</b>								65025	0	65025	9	5852.3	9	5852.3	76729.5

**Total invoice amount in words**

Rupees SeventySix Thousand Seven Hundred TwentyNine Paise Fifty Only.

*Bill has been checked as it is found correct. work completed & found satisfactory. Bill may be passed for processing payment.*

*Anu Malhotra*  
17-1-18 2018.

<b>Total Amount before Tax</b>	65025
<b>Add: CGST</b>	5852.25
<b>Add: SGST</b>	5852.25
<b>Total Tax Amount</b>	11704.5
<b>Total Amount after Tax:</b>	76729.5
<b>GST on Reverse Charge</b>	-

**Bank Details**

Canara Bank C/A No.3043201000186  
Bank IFSC: CNRB0003043

**Terms & conditions**

1.All Disputes are Subject to Bangalore Jurisdiction Only.



Common Seal

I certify that the particulars given above are true and correct.

For Myriad International

*[Signature]*

Authorised signatory



# Myriad International

"STHUTHI", #352, Hennur Cross, Behind Banjara Crest Apartments,  
Kalyan Nagar Post, Bangalore-560043

Tel: +91 98454 60607, 91-80-2544 3823

GSTIN: 29ADFPB2955H1ZL

Duplicate for  
Transporter



## Tax Invoice

Invoice No:051		Transport Mode:N.A	
Invoice date: 12/01/2018		PAN NO: ADFPB2955H	
Reverse Charge (Y/N):		N	
State:Karnataka		P.O/W.O NO: Quote No.006/201711	
Code		29 P.O/W.O Date: Quote dt.14/11/2017	

Bill to Party		Ship to Party	
Name:The Principal		Name:Same as Bill to address.	
DAPMRV Dental College		Address:	
J.P.Nagar 1st Phase			
BANGALORE-560 078		GSTIN:	
State:		State:	
Code		Code	

S. No.	Product Description	HSN/S AC code	UOM	Qty	Rate	Amount	Discount	Taxable Value	CGST		SGST		Total
									Rate	Amount	Rate	Amount	
	Waterproofing work carried out at your building as below:	9954							9		9		
		9954				0		0	9		9		
1	Sealant	9945	Rft	58	280	16240		16240	9	1461.6	9	1461.6	19163.2
2	Metal flash	9954	Rft	52	245	12740		12740	9	1146.6	9	1146.6	15033.2
3	Chemical appln	9954	Sft	379	55	20845		20845	9	1876.1	9	1876.1	24597.1
4	Granite floor to wall joint	9954	Rft	80	190	15200		15200	9	1368	9	1368	17936
		9954					0		9		9		
		9954					0	0	9	0	9	0	0
		9954					0		9		9		
						65025	0	65025	9	5852.3	9	5852.3	76729.5

<b>Total Invoice amount in words</b>		<b>Total Amount before Tax</b>		65025
Rupees SeventySix Thousand Seven Hundred TwentyNine Paise Fifty Only		<b>Add: CGST</b>		5852.25
		<b>Add: SGST</b>		5852.25
		<b>Total Tax Amount</b>		11704.5
		<b>Total Amount after Tax:</b>		76729.5

<b>Bank Details</b>			<b>GST on Reverse Charge</b>		-	
Canara Bank C/A No.3043201000186			certified that the particulars given above are true and correct			
Bank IFSC: CNR80003043			<p>For Myriad International</p> <p>Authorized signatory</p>			
<b>Terms &amp; conditions</b> <b>1.All Disputes are Subject to Bangalore Jurisdiction Only.</b>		Common Seal				



Date: 03-01-2018  
Bangalore

From

The Medical Departments  
DAPM RV Dental College  
Bangalore



*Makulu to makulu*

To

The Principal  
DAPM RV Dental College  
Bangalore

Dear Sir,

This is to bring to your kind notice that the glass windows and bolts in the undersigned medical departments in the third floor are broken and cannot be closed, therefore we request you to make arrangement for the re-fabrication with the sliding doors.  
Kindly do the needful

Thanking You

Yours faithfully

Department of Human Anatomy

Department of Human Physiology

Department of Biochemistry

Department of General Pathology and Microbiology

Department of Pharmacology

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

From,

(2)

Dr. Sunil Vasudev  
 Professor and HOD  
 Department of Oral & Maxillofacial Surgery  
 D.A.P.M.R.V. Dental College  
 Bangalore

H-716/17-18

5-1-18



To meet  
Mr. Mahendra

To,

The Principal  
 D.A.P.M.R.V. Dental College  
 Bangalore

Sir,

[Subject: Requisition to dismantle aluminium partition  
 in Undergraduate Section]

The aluminium partition in our department to be  
 dismantled as per our earlier discussion in the  
 Under-graduate Section. I request you to kindly  
 direct Mr. Mahendra (Engineer) to do the same.

Thanking You,  
 Yours faithfully,  
 for HOD  
 K. Babubhargava

As per request of HOD.  
 Aluminium partitions are removed & placed  
 at Collarstone

Mr. Mahendra  
 16-01-2018.

17/01/2018

From,

Dr. M. B. Bharathi

Prof, Dept of General Pathology & Microbiology.

DAPMRV Dental College  
Bangalore

To,

The Principal,

DAPMRV Dental College,  
Bangalore.

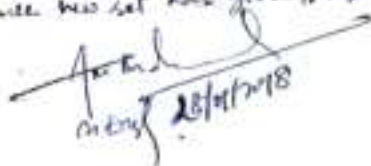
Sir,

This is to inform you that collar-mike of class room II is not been working; Electricians have checked and they have communicated to us that they need to take the set for repair. Hence, kindly permit for the same. (Maintenance engineer has given us a spare set for ~~the~~ ~~use~~ ~~the~~ ~~same~~ time being, is being used in classroom)

Thanking you

Yours sincerely

Note! Collar-mike has been checked by service provider. It is reported that it is ~~not~~ ~~fully~~ ~~condemned~~ ~~due~~ ~~to~~ ~~breakdown~~ ~~of~~ ~~the~~ ~~same~~ ~~set~~ ~~has~~ ~~been~~ ~~given~~ ~~to~~ ~~use~~ ~~temporarily~~.

  
18/01/2018

Dr. M. B. BHARATHI, M.D (PATH)  
Professor  
Department of Pathology  
D.A.P.M.R.V. Dental College  
T.P. Nagar, 1st Phase, Bangalore - 560 078.

From

Dr M.B. BHARATHI

Prof, Department of General Pathology & Microbiology

DAPMRU Dental College

BANGALORE

To process

To

The Principal,

DAPMRU Dental College,

BANGALORE,



Mahendra to measure and get a estimate with drawing

Sir,

We need to replace the glass sheet on the Table in the practical hall that broke accidentally during practical class in the last week, which measured 6ft x 3ft. We also need a glass sheet for two tables in the department staff room that measured 2ft x 4ft. Kindly do the needful.

Thanking you

989 767  
9-3-2018  
PRINCIPAL



Your's sincerely

[Signature]  
24/2/18

Submitted:

Sub: Quotation for Table top glass.

As per the instructions, the quotation has been received for Table top glass from S.R.V Plywood's glass for Rs 3297/- and the same is detailed below for kind approval.

1) Glass for table top 3'0" x 6'0" = 18 sq feet  
2) Glass for 2'0" x 4'0" = 16 sq feet

Kindly approval Rs 3500/-

[Signature]  
02.03.2018

345 sq ft x 60/sq ft  
Palygry HSR/10/18  
Tumpkin  
75t 18/

2040 =
504 =
250 =
2794 =
503 =

PTO

02.03.2018  
BANGALORE

FROM,

5499/17-18

Dr. M. B. BHARATHI.

2.3.18

Prof. Dept. of General Pathology & Microbiology

DAPMRV Dental College

BANGALORE

2/3/18  
Mahendra  
ant

To  
THE PRINCIPAL

DAPMRV Dental College

BANGALORE.

Sir,

We need ~~two~~ have two chairs (rotating with arm rest and height adjustable) for the practical hall in the department, as the old chairs provided earlier are mutilated and cannot be used. Kindly do the needful.

Thanking you,

Yours sincerely  
Dr. M. B. Bharathi  
2/3/18

1 no. repaired & hand overed  
1 nos. shifted from nurse room to dept

Total 2 nos. covered

for Mahendra  
03.03.2018.

Dr. M. B. BHARATHI, M.D (PATH)  
Professor  
Department of Pathology  
D.A.P.M.R.V. Dental College  
J.P. Nagar, 1st Phase, Bangalore - 560 078.

Bangalore  
16/3/2018

From  
Dr SUNIL MANKAR  
READER  
Dept. of CONSERVATIVE DENTISTRY & ENDODONTICS.  
DAPMRUDE.  
BANGALORE - 78

5752/17/18  
19/03/18  
17/3/18  
Mankar to  
attend  
committee

Through,  
The H.O.D.  
Dept. of CONSERVATIVE Dentistry & Endodontics.  
DAPMRUDE  
BANGALORE - 78

To  
The Principal  
DAPMRUDE  
Bangalore - 78.

Respected Sir;  
Sub [Regarding lack of water in the department]

This is to bring to your kind Perusal that  
there is decrease in water supplied to our department  
due to which the regular clinical work is difficult  
to be carried & accomplished. Kindly look into  
it and do the needfull

Thanking You

Mankar

Sincerely  
Dr Sunil Mankar

Mankar

From

Date : March 26<sup>th</sup>, 2018

Dr. Chinmay D. Vakhade,  
Reader, Dept of OMS,  
Flat No 202, Staff Quarters,  
S.A.M.R.V. Dental College,  
Bangalore - 78.

To,  
The Principal,  
S.A.M.R.V. Dental College,  
Bangalore 78

↓  
Kishore to  
visit  
06/3/18



Respected Sir,

Subject : Replacement of Ceiling fan in  
one Staff Qtr flat, Flat No 202.

This is to inform you that one of the  
fans in the Drawing room is not working. It was  
checked by College Electrician, Mr. Kishore and as  
per his advise it cannot be repaired.

I request you to kindly inform the  
concerned person to replace the fan.

Thanking You,  
Yours sincerely

Chi

(Dr. Chinmay D. Vakhade)

Fan replaced  
which was damaged from Hurricane  
at the time of renovation - 2017.  
for Mr. K.

To,  
THE PRINCIPAL  
R. V. D. C.  
BAROCHMARE

5926/17-15 28/3/18  
28/03/18  
28/3/18

THROUGH.  
THE HEAD OF THE DEPARTMENT  
DEPT OF ORTHODONTICS & DENTOFACIAL ORTHOPEDICS  
RVDC  
BAROCHMARE.

Respected Sir,

Sub: "Application for repair work"

As 3 fans in Dept of orthodontics are not working & advised by the electrician to change them, we kindly request you to forward this application to the concerned department & do the needful.

Thanking you

Your sincerely

Forwarded to the postman  
Shameem 28/03/18

ELECTRICIAN

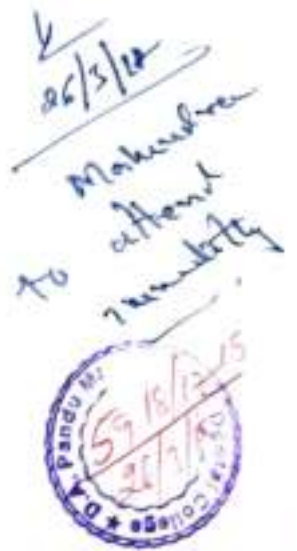
16/3  
28.3.18



From,

Date : March 26, 18

Dr. Chinmay S. Vakade,  
Reader. Dept of CRMS.  
Flat No: 202, Staff Qtrs,  
SAPM. L.V. Dental College,  
Bangalore 78.



To,  
The Principal,  
SAPM L.V. Dental College  
Bangalore 78.

Respected Sir,

Subject :- To report leakage from  
Sewage pipe.

This is to inform you that the  
Sewage pipe in our flat, Flat No: 202 has  
been leaking since past 1 week.

I request you to kindly inform  
the concerned person to look into the matter  
and do the needful.

Thanking you,  
Yours sincerely,

Chi

Work completed

( Dr. Chinmay S. Vakade )



D.A.P.M. R.V. DENTAL COLLEGE  
Public Health Dentistry



To,  
The Principal,  
DAPM R.V.D.C

09.4.2018

Respected Sir,

With Request for junction box.



The switches in the junction box to which the printer and desk top are connected are not functioning. Mr. Kishore had been requested to fix the problem but it could not be fixed and was suggested to get a new extension cord.  
In this regard kindly instruct the engineer to fix an extension cord in the department.

Request for kind needful to be done.

Thanking you

  
Principal,  
Dept. of Public Health Dentistry.



RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)



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No. DAPMRVDC/ /2017-18

Dates: 16.04.2018

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To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Sir,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 1 LED Lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

Thanking you Sir,

Yours faithfully,

  
16/04/18

(RAVISH KRISHNAMURTHY)



RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library\\_rvdc@rvei.edu.in](mailto:library_rvdc@rvei.edu.in)



No. DAPMRVDC/ /2018-19

Dates: 08.06.2018

To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Sir,

Subject: Replacements of Tubes for Hanging Tube Lights in Library and  
Information Centre

With reference to the above subject, we wish to state that the Tubes for  
Hanging Tube Lights in the student reading area are burned. Hence these  
Tubes for Hanging Tube Lights needs to be replaced. In this connection we  
would like to request you to kindly permit us get these Lights replaced.

Thanking you Sir,

Yours faithfully,

  
(RAVISH KRISHNAMURTHY)

21/06/2018  
Bangalore

12.5/15.17  
22/6/18  
M. A. Lakshmi

To  
The Principal  
D.A.P.M.R.V Dental College  
Bangalore

Sub: Request for alteration for microscope storage in Physiology Department

Dear Sir,

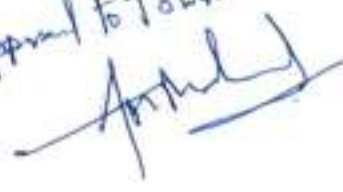
With ref to the above, I would like to bring to your kind notice that we are unable to accommodate the microscopes in the metal cupboards. The store has cement concrete and the ply doors that do not close properly and therefore dusty which is not favourable condition for the microscopes. In this context I request you make arrangement for granite slabs in place of cement and firm doors.

Thanking You

Yours Faithfully  
  
Dr. Preethi Hegde

**DEPARTMENT OF PHYSIOLOGY**  
D.A.P.M.R.V Dental College  
CA37, 24th Main, J.E Nagar I Phase  
Bangalore - 560 078

Submitted:

Proposal prepared & sent it for approval to Trust  


Date: 21/06/2018

From,  
Dr Dharma R.M  
Prof & Head of Department  
Dept of Orthodontics  
DAPM R.V Dental College,  
Bangalore-78

13.6.5/15-19  
22/6/15



To  
The Principal  
DAPM R.V Dental College,  
Bangalore-78

Respected Sir.

Subject: Request for providing space for Staff room.

In continuation of our earlier requests, for providing space for staff room, to comply with University and Dental Council of India norms, we request your kind-self to make arrangements to convert existing Pedodontic PG preclinical lab adjoining our department into a staff room , as planned earlier.

Hoping to be obliged.

Thanking You,

Yours Sincerely



(For HoD)

From

Dr. Bhagyalakshmi G.  
Professor and Head.  
Department of Anatomy.  
DAPM RVDC, B' - Lore.

26.06.18

B' - Lore



To

The principal  
DAPM RVDC, B' - Lore.

Sir,

I request you to kindly make arrangements to provide a steel enclosure <sup>in</sup> the department so that a small personal space is made available. Also one of the windows in the department is lacking the shutter. please make arrangements to provide the same and oblige.

Thanking you,  
Yours sincerely

Bhagy

Highlighted complaint has been  
Notified for work

09/08/2018,

Bangalore

From

Dr. Seema Patil,

Professor & Head,

Department of Oral Medicine & Radiology,

D A P M R V Dental College,

Bangalore.

8/8/18-19

9.8.18



To

The Principal,

D A P M R V Dental College,

Bangalore.

Respected Madam,

SUB: REPAIR OF THE DOOR IN RADIOLOGY SECTION AND CHANGE OF UPHOLESTRY OF DENTAL CHAIRS

This is to bring to your notice that the upholstery of 5 dental chairs needs to be changed in the department. This includes 1 dental chair in the IOPAR section and 4 dental chairs in the Oral medicine section. Further, the wheels of the door in OPG section are not functioning properly and need repair. Kindly oblige and do the needful.

Thanking you,

Yours sincerely,

*Seema Patil*

Dr. Seema Patil

P.T.O



11/08/18  
Bangalore

From,  
Dr.J.Sridevi,  
Professor and HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078



To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Respected Madam,

Sub:-Repair of windows in UG clinical lab

The windows in the Undergraduate clinical lab in the Department of Prosthodontics are completely jammed and need to be serviced. One of the window panes is broken and needs to be replaced. I request you to arrange for repair of these windows at the earliest.

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

Attended the complaint & completed  


From

Dr. Bhagyalakshmi G.  
prof & head.

Dept of Human Anatomy  
DAPM RV Dental college.

B' - Kuv.

28/08/18

B' - Kuv.

23/8/18-19  
28/8/19



Prakash  
Kishore B  
attend to  
the issue

To

The principal.

DAPM RVDC

B' - Kuv.

Madam,

I request you to kindly instruct  
the Engineer/Mr. Kishore to rectify the  
projector in class room 1 for the smooth  
functioning/conduct of the class at the  
earliest. Also some minor repairs in  
the department to be attended.

Thanking you,  
yours sincerely

Shagun

FROM,

DR. SUCHETHA A.

PROFESSOR & HEAD,

DEPARTMENT OF PERIODONTICS,

D.A.P.M.R.V. DENTAL COLLEGE, BANGALORE.

Bangalore

11/7/18

25/11/18-19

11.7.18

Dr  
11/7/18

Bylines

TO,

THE PRINCIPAL

D.A.P.M.R.V. DENTAL COLLEGE, BANGALORE.

Respected Madam,

Subject: Request for replacement of refrigerator stand.

The refrigerator stand in the department is broken. I request you to kindly make arrangements for replacing the stand. Kindly oblige.

Thanking you,

Yours sincerely,

*Suchetha A.*  
11/7/18

(DR. SUCHETHA A.)

Dept. of Periodontics  
DAPM R.V. Dental College  
J.P. Nagar, Bangalore - 78.



RASHTRIEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvel.edu.in](mailto:library.rvdc@rvel.edu.in)

26/9/18-19  
14/09/18  
Library & Resource Centre  
Punjab  
29 Sept



No. DAPMRVDC/ /2018-19

Date: 12.09.2018

To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.


Respected Sir,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 2 LED Lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

Thanking you Sir,

Yours faithfully,

  
14/09/18

(RAVISH KRISHNAMURTHY)

From,  
Dr. Dinesh M.R  
Professor  
Department of Orthodontics  
DAPM R.V Dental College

Date: 15.09.2018

2018/15/09/18  
15/09/18  
Kis hok to  
p know lde  
connections

Through,  
The Head of Department  
Department of Orthodontics  
DAPM R.V Dental College

To,  
The Principal  
DAPM R.V Dental College  
Bengaluru

Respected Madam,

Subject: Requisition for Intercom connection

This is to bring to the notice of your kind self that an Intercom connection is required in my chamber in the Department of Orthodontics for official communication. I request you to kindly consider this application and do the needful.

Thanking you  
Yours Sincerely

*(Signature)*  
(Dr. Dinesh M.R)

*Forwarded to the principal*  
*Sharma*  
Professor and H.O.D.  
Dept. of Orthodontics &  
Dentofacial Orthopedics  
D.A.P.M. R.V. Dental College  
1st Phase, Bangalore - 560 078.

2651/13-19  
17/09/18



Engineer  
15  
2/18

Date: 17/9/18

To  
The Principal  
DA PM RV Dental College  
Bangalore

From Dr. Seema Patil  
Head of Department  
Oral Medicine and Radiology  
DA PM RV Dental College

Respected Ma'am,

The water pipe from the sink in the Oral Medicine section has been leaking for the past two months. The engineer has been requested repeatedly to correct it, however, it has not been rectified. Hence, I kindly request you to do the needful.

Regards,

*Seema Patil*

(Dr. Seema Patil)

19/09/2018  
Bangalore

From  
Dr. Seema Patil,  
Professor and Head,  
Department of Oral Medicine & Radiology,  
D A P M R V Dental College,  
Bangalore

26/78/18-19  
19-9-18



To  
The Principal,  
D A P M R V Dental College,  
Bangalore

Respected madam,

SUB: REPAIR OF OPG ROOM DOOR

The door to the entrance of the OPG room is dislodged from its railings. I request you to permit the repair of the same at the earliest. I also request for the replacement of railings of two other doors in the radiology section. Kindly oblige.

Thanking you,

Yours sincerely,



Dr. Seema Patil.

From

**Dr. Praveen P.**

Professor and Head of Department

Department of Pedodontics and Preventive Dentistry

D.A.P.M.R.V. Dental College

Bangalore

Bangalore

September 22<sup>nd</sup> 2018

To

**The Principal**

D.A.P.M.R.V. Dental College

Bangalore

2787/1R 19  
22-9-18



2787/1R 19  
22-9-18

Respected Ma'am,

Sub- Pending work in the P.G. Laboratory

The following are the pending works in the department P.G. Laboratory

1. Cutting of granite slab and fixing of second sink and provision of water connections, taps and T joints for model trimmers.
2. Existing drainage needs to be extended, beneath the slab to provide drainage for two model trimmers, two sinks
3. Plaster traps to be installed to prevent clogging of drainage pipes
4. Installation of Plaster/Dental stone dispensers (List of items required has been attached)
5. Three phantom head tables need to be refurbished. (Control box with, Airtor, three-way and micromotor needs to be installed). One broken table top glass needs to be replaced. Air and water tubings need to be replaced).
6. Dental Plaster/ Stone dispensers need to be fixed.

We request your kind permission to get the above mentioned work to be completed.

Thanking you

Yours sincerely

(Dr. Praveen P.)

22/9/18

**Dr. PRAVEEN P., M.D.S.**  
Professor & Head of Department  
Dept. of Pedodontics and Preventive Dentistry  
D.A.P.M.R.V. Dental College & Hospital  
C.A. Road, 1<sup>st</sup> Stage, 1<sup>st</sup> Block,  
BANGALORE - 560078.



21/09/12.

Dep of Redo

- ① Dispenser Bolt out (Anchor). 12000/- 600/-
- ② Gun Air Tube 20000/- 1200/-
- ③ micro motor Control Box. 30000/-  
(with Airotor Control Box) ✓
- ④ old ~~air~~ Airotor Control Box  
Repair charge - APPROX 2000/-

Shakara S Electrician  
S.S.  
21/09/12

Date: 05-10-2018

From ,

Dr. Veerendra Kumar B ,

Professor and Head,

Dept of Oral and Maxillofacial Pathology ,

DA Pandu Memorial RV Dental College and Hospital,

Bangalore .

To ,

The Principal,

DA Pandu Memorial RV Dental College and Hospital,

Bangalore.

Respected Sir,

**Subject : Repairs in the department**

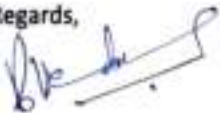
This is to inform you that there are some repair works pending in our department. The following is a list of the same:

1. Leakage of sink in histopathology lab
2. Replacement of tubelight in the histopathology lab
3. Repair of lock in research microscope room
4. Repair of lock near valuation room

I request you to arrange for the repair of the above at the earliest .

Thanking you,

Regards,



( Dr. Veerendra Kumar B )

2976/18-19

9.10.18

Dr. Veerendra Kumar B  
9/10/18

Prof. Veerendra Kumar B  
attend to

Complaint attended & found satisfactory working  
Anand

Dr. VEERENDRA KUMAR B  
BDS, MSc, FRCR  
Dept of Oral & Maxillofacial Pathology  
Professor & HOD, D.A. Pandu Memorial RV Dental College  
Bangalore

12/12/18  
Bangalore

From,  
Dr.J.Sridevi,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
Bangalore-560078

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

Respected Madam,

Sub:- Repair of Tile in the Undergraduate lab

The plaster lab in the UG clinic in the department of Prosthodontics has a broken tile which has to be repaired as the students are tripping over it. This has been brought to the notice of the Engineer. Kindly make arrangements to get it repaired at the earliest and oblige.

Thanking You,

Yours sincerely,

  
(Dr.J.Sridevi)

Dr. J. SRIDEVI, M.D.S.  
Professor & HOD  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

39/12/18-19  
10/12/18  
Engineer is  
taken over  
&  
arrange  
for  
repair

Date: 28/12/2018

TO

The Principal  
D.A.P.M.R.V.Dental College & Hospital  
J P Nagar 1<sup>st</sup> Phase 24<sup>th</sup> Main  
Bangalore: 560078

29/12/18  
29/12/18  
By *[Signature]*  
attend

Respected Madam,

Sub: Request for One more window in Reception Counter.

We request you to kindly permit us to provide one more window in reception counter.

As patients inflow is more we are unable to issue Receipts, New card, & Old cards at a time. Hence we request you to kindly give permission to get the work done in reception counter (Window) so that we can issue the receipts, new cards and Old cards faster to avoid waiting time.

I request you to kindly permit and oblige

Thanking you

Yours Sincerely

*[Signature]*

(SUMA CS)



DEPARTMENT OF CONSERVATIVE DENTISTRY &  
ENDODONTICS  
D A PANDU MEMORIAL R V DENTAL COLLEGE & HOSPITAL  
CA 37,24<sup>TH</sup> MAIN, J P NAGAR 1<sup>ST</sup> PHASE, BANGALORE : 560078.

e-mail: [rvdcconsendo@gmail.com](mailto:rvdcconsendo@gmail.com) Ph: 080 22445754 extn: 5

To  
The Principal  
DAPM R V Dental College  
Bangalore

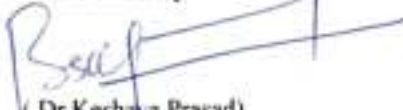
Respected Madam,

Sub: Requirement of four section locker

This is to bring your kind notice that the staff in the department need a storage locker with four sections for storage. Kindly do the needful at the earliest and oblige.

Thanking you

Yours sincerely

  
( Dr.Keshava Prasad)



DEPARTMENT OF CONSERVATIVE DENTISTRY & ENDODONTICS  
D A PANDU MEMORIAL R V DENTAL COLLEGE & HOSPITAL  
CA 37,24<sup>TH</sup> MAIN, J P NAGAR 1<sup>ST</sup> PHASE, BANGALORE : 560078.  
e-mail: [rvdconsendo@gmail.com](mailto:rvdconsendo@gmail.com) Ph: 080 22445754 extn: 5

RV  
31/1/19

Engineer to  
check  
stability  
report

21/1/2019

To

The Principal

DAPMRVDC

Bengaluru.

Respected Madam,

Sub : Condemning of Broken stools

This is to bring to your kind notice that 8 broken stools from the pre-clinical section of our department needs to be condemned . I request your kindness to allow us to keep them on the second floor and oblige.

Thanking you in anticipation

Your truly

  
Dr. B S Keshava Prasad

Prof & HOD

Report: As per the instruction from the principal. Engineer has checked the said broken stools of report. These are not repairable due to old & broken.

Hence may be condemned.

  
for Mr. Anil

From,

The Head of Department,  
Department of Orthodontics,  
DAPM RV Dental College, Bangalore

4690/18-19

1-2-19

Date: 29.01.2019.

Place: Bangalore



*Expenses to  
shift condemned items  
out of Dept needs*

To,

The Principal,  
DAPM RV Dental College,  
Bangalore.

Respected Madam,

Subject: Equipments to be condemned.

I would like to bring it to your notice that the list of equipments which are not in working condition in the department of Orthodontics needs to be condemned as it cannot be repaired, as per the report from the technician (Mr Shekar) list of condemning items has been attached. This is for your kind information and record.

Thanking you,

Yours sincerely,

(Dr. Dharna R.M.)

Professor and Head,

Department of Orthodontics)  
Professor and H.O.  
Dept. of Orthodontics &  
Dentofacial Orthopaedics  
D.A.P.M.R.V. Dental College  
1F Stage, 1st Phase, Bangalore - 560 075.

SL. NO	CONDEMNED ITEMS	NUMBER
1	AUTOCLAVE	2
2	SOLDERING UNIT (HYDRO-SOLDER)	1
3	ELECTRO POLISHER	1
4	SITTING STOOL	3
5	MODEL TRIMMER	1
6	PRESSURE POT	2
7	OPERATOR CHAIR	4
8	ULTRA-SONIC CLEANER	1
9	SUCTION UNIT	2
10	STABILIZER	1



4691/18-19  
1.2.19

From,  
Mr Shekar,  
Technician/ Electrician  
DAPM RV Dental College, Bangalore

Date: 29.01.2019.  
Place: Bangalore

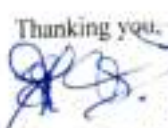


To,  
The Principal,  
DAPM RV Dental College,  
Bangalore.

Respected Madam,

Subject: Non-repairable equipments in the department of Orthodontics.

I would like to bring it to your notice that the list of equipments (attached below) from the department of Orthodontics, are not in working condition and cannot be repaired. This is for your kind information and record.

Thanking you,  
  
Yours sincerely,  
01/02/19.

Mr Shekar.

SL.NO	CONDEMNED ITEMS	NUMBER
1	AUTOCLAVE	2
2	SOLDERING UNIT (HYDRO-SOLDER)	1
3	ELECTRO POLISHER	1
4	SITTING STOOL	3
5	MODEL TRIMMER	1
6	PRESSURE POT	2
7	OPERATOR CHAIR	4
8	ULTRA-SONIC CLEANER	1
9	SUCTION UNIT	2
10	STABILIZER	1



4<sup>th</sup> February 2019

From,

Dr Seema Patil

Professor & Head

Department of Oral medicine and Radiology

DAPMRV Dental College

4737/18-19  
11/2/19  
Dr. Seema Patil  
Engineer to  
make  
arrangements

To,

The Principal

DAPMRV Dental College

Bangalore

Respected Madam,

Sub: Permission for electrical connection with wiring for the new CBCT machine.

As we are procuring a new CBCT machine for the department of Oral Medicine and Radiology, a new electrical connection with wiring for the CBCT machine and computers is required. Hence, I kindly request you to instruct the engineer to make arrangements for the same.

Kindly oblige.

Thanking you,

With Regards

Seema 4/2/19  
(Dr. Seema Patil)



D.A.PANDU MEMORIAL R.V.DENTAL COLLEGE & HOSPITAL  
J.P.NAGAR, BANGALORE.

DAPM RVDC/1565/2018-19

01.02.2019

**NOTE**

I am enclosing herewith copy of the request letter received from Dr. Seema Patil, Professor and Head, Dept of Oral Medicine and Radiology requesting for Lead Partition and Minor Changes in the Seminar Room layout of the Department for accommodating CBCT Machine in the Dept of Oral Medicine and Radiology.

According to Atomic Energy Regulatory Board (AERB) guidelines, a CBCT unit has to be housed in a closed cabin with 1.7 mm thick lead partition and also we require some minor modifications in the Department.

In this connection, I am enclosing herewith an estimate of Rs.2,28,900/- + GST @ 18% = 2,70,102/- towards the above work.

Sanction may kindly be accorded to get the work done from M/s.Srinivasa Raju, Bangalore.

For kind orders.

  
PRINCIPAL

Hon Secretary  
RSST  
Bangalore

From,  
Dr. N Kalavathy,  
Professor & HOD,  
Dept of Prosthodontics  
DAPM R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
DAPM R V Dental College,  
J P Nagar,  
Bangalore-560078

Sub- Requisition for servicing of gas line

This is to bring into your notice that gas burner caught fire in the PG Clinic area on 5-02-2019, which was reported to you immediately. This area is used by the postgraduate students, aesthetic and implant fellowship students, staff and patients. Kindly make arrangements to get necessary repair and servicing done at the earliest. This was also brought in to the notice of the engineer.

Thanking You,

Yours sincerely,

  
(Dr. N Kalavathy)

06 ✓  
6-02-2019



Page no: 11  
date: 6/2/19

(67) ✓

18/02/19

From,

Dr. M.B. BHARATHI.

Prof, Dept of General pathology & Microbiology.

DAPMUV Dental college

Bangalore.

Signature  
18/2/19  
Express  
allowed

To,

The principal

DAPMUV Dental college

Bangalore.

Madam,

old desktop with CPU and keyboard (1 set)

which Gurudev Infotech were not able to visit  
because of technical reasons is being handed  
kindly permit for the same (is being handed  
over to Mahendra  
Maintenance Dept)

Thanking you.

Yours Sincerely  
[Signature]  
8/2/19.

Above said items set - Desktop - ① ✓  
CPU - ① ✓  
Keyboard - ① ✓  
Received by E.S.J  
APM  
MAY 08.02.2019

08

13<sup>th</sup> March 2019

From,  
 Dr Seema Patil  
 Professor & Head  
 Department of Oral medicine and Radiology  
 DAPMRV Dental College  
 To,  
 The Principal  
 DAPMRV Dental College  
 Bangalore

5302/15-19  
 13/03/19  
 To hand over to Engineer  


Respected Madam,

Sub: Permission to condemn articles which cannot be repaired.

As the following articles are not working and not in a repairable condition, I kindly request you to permit us to condemn the same.

- The articles are :
- 1) Television
  - 2) DVD , VCD Player
  - 2) One dental chair
  - 3) Radiographic film dryer

Thanking you,

With Regards

*Seema Patil* 13/1/19  
 (Dr. Seema Patil)

DATE: 2-4-19  
Place: Bangalore

FROM,

THE PROFESSOR & HEAD  
DEPT OF ORTHODONTICS  
DARN RU DENTAL COLLEGE  
BANGALORE



2/19-20  
3-4-19

TO,

THE PRINCIPAL  
DARN RU DENTAL COLLEGE  
BANGALORE

Respected Madam,

Sub: Requisition for arranging for the repair  
of ceiling fan in the PG clinic.

With the above reference, we bring to  
your kind notice, that the ceiling fan in  
the PG clinic is not in working condition.  
We request your kindness to arrange for  
the repair of the same and oblige

Thanking you

*Anand*  
2/4/19  
Yours sincerely,  
(For HoD)

Oralpathology :

Date: 10-04-2019

From,

Dr .Veerendra Kumar B,

Professor and Head,

Department of Oral and Maxillofacial Pathology,

D.A.P.M.R.V.Dental College and Hospital,

Bengaluru

127/19-20  
11/4/19

11/4/19

Prof. Kumar B  
attend

To,

The Principal,

D.A.P.M.R.V.Dental College and Hospital,

Bengaluru.

Respected Maam,

**Subject : Repairs required in the department**

This is to inform you that we require some repairs to be done in the department. Please find below the list of the same:

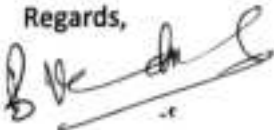
1. Repair of 2 taps in the laboratory area.
2. Repair of drain pipe below the sink in the laboratory area.
3. Repair of lock for the door of the HOD room
4. Main door grill is very tight
5. Repair of lock in the UG lab area on second floor

Please note that some of these repairs have not been done despite repeated reminders to the concerned persons.

I request you to kindly do the needful.

Thanking you ,

Regards,



(Dr. Veerendra Kumar B)

**Dr. VEERENDRA KUMAR B.**

BDS, MDS, FAGE, FFPA (USA)

Oral & Maxillofacial Pathologist and Cosmetic Dentist  
Professor & HOD, D.A.P.M.R.V. Dental College, Bengaluru



RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)

(11) ✓

S.Visabul  
Principal  
25/5/19  
25/5/19  
D.A. Pandu Memorial R V Dental College

No. DAPMRVDC/ /2019-2020

Date: 24.05.2019


To,  
The Principal,  
DAPM R V Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: Replacement of wheels to the trolley

With reference to the above subject, we wish to bring following lines for your kind permission and orders. As the 4 wheels of the trolley in the Library and Information Centre is worn out it makes lot of sound in Library and Information centre. In this connection we would like to request you to kindly permit us to change the same. Permission may be kindly accorded in this regard.

Thanking you,  
Yours Faithfully,

  
Dr. Ravish Krishnamurthy

Same wheel replaced from below Eilabhem  
An Anshul  
20.05.2019



(12) ✓

24/5/19  
Bangalore

From,

Dr. K. Supantha S. Nair  
Lecturer  
Department of Conservative Dentistry  
& Endodontics,  
DAPMUV Dental College,  
Bangalore - 78

Engineer's  
24/5/19 - 20 attend  
24/5/19 - 20  
24/5/19

To,

The Principal,  
DAPMUV Dental College,  
Bangalore - 78

Respected Madam,

Sub:- Procurement of new mat for the valuation section

With reference to the above, the digital valuation section needs a floor mat as the floor is slippery. Kindly do the needful & oblige.

Thanking You,

Yours sincerely,  
Supantha

24/5/19

From,

The Head of Department,  
Department of Odontology,  
O.A.P.M. R.V. Dental College.

782/19-20  
28/5/19  


Engineer is  
make arrangements  
for the same.

To,


The Principal  
O.A.P.M. R.V. Dental College,

Subject: Permission to use the compressor and generator  
till 9.00pm on 29/05/2019 (Wednesday).

Respected Ma'am,

As we are conducting the post graduate  
clinical university examination, we request your  
kind self to inform the concerned authorities  
to permit us to use the compressor and generator  
till 9.00pm on 29/5/2019 (Wednesday) Hoping to  
be oblyed.

Thanking You  
Yours Sincerely,

  
28/5/19  
(For HoD)

04/06/2019

From  
Department of Oral & Maxillofacial  
Surgery.  
DAPMRV Dental college  
Bangalore.



Business 15 nos &  
related to .

To,  
The Principal  
'DAPMRV Dental college  
Bangalore.

Respected Madam,

Sub:- Requisition to condemn damaged  
articles from the Undergraduate  
department.

This is to bring to your kind notice  
regarding the damaged articles in our  
department as in:

- ① Damaged Rolling chairs (3 Nos)
- ② Suction Apparatus (3 Nos)
- ③ Damaged stools (7 Nos)

[stands & rings with connectors  
damaged]

kindly oblige

Thanking you,  
yours faithfully.

27/06/2019  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078

1260/19-20  
27/06/19  
Engineer  
is well

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

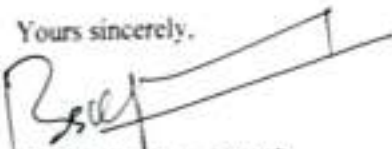
Respected Madam,


Sub:- Replacement of Tiles in the Department

This is to bring to your kind notice that the tiles in the PG Section have to be replaced as it is broken into pieces and most of our staff, students and patients have tripped and fallen down. This has been brought to the notice of our Engineer several times and replacement has not been done. Kindly look into this matter at the earliest and do the needful.

Thanking You,

Yours sincerely,

  
(Dr. B S Keshava Prasad)

Replaced the tiles.  
28/06/2019.  




RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)



To Pay from  
Approved Proceed

No. DAPMRVDC/

/2019-2020

Date: 04.07.2019

To,  
The Principal,  
DAPM R V Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: - Requirement of 4 pots for plants in Library and Information Centre

With reference to the above subject, we would like to request you kindly permit us to purchase 4 pots to plant the indoor plants in Library and Information Centre. Permission may be kindly accorded in this regard.

Thanking you,  
Yours Faithfully,

(Dr. Ravish Krishnamurthy)



RASHTRIEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)

13



No. DAPMRVDC/ /2019-2020

Date: 04.07.2019

To,  
The Principal,  
DAPM R V Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: - Replacement of glass to the window of Library and Information Centre

With reference to the above subject, we would like to request you kindly permit us to replace one glass for the window of the Library and Information Centre which was broken last week. Permission may be kindly accorded in this regard

Thanking you,  
Yours Faithfully,

(Dr. Ravish Krishnamurthy)

From,  
Dr N Kalavathy  
Professor & HOD,  
Dept of Prosthodontics  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

04-07-2019

1368/19-22  
H/2/19  
Kishore IS  
attend



To,  
The Principal,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

Dear Madam,

Sub:- Requisition for additional switch boards in the Department

With reference to above subject i request you to make arrangements to facilitate usage of computer, laptop and mobile charging in the staff common area in the department. A switch board with six 5/15 amps sockets required.

Thanking you,

Yours sincerely

**Dr. N. KALAVATHY, M.D.S**  
Professor & Head  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

(21)

DATE - 2/8/19  
Dr. Vaishali Kolgite  
Dept of Biochemist  
DAPM RVDC  
BANGALORE

18/8/19 - 20/8/19  
Business  
is best  
21/8/19

To,  
The Principal  
DAPM RVDC  
BANGALORE

SUBJECT - GAS BURNERS SERVICING

Respected Mam,

We need to service our gas burners for conducting practicals for coming academic batch. Please permit us to do so.

Thanking you

Regards  
Dr. Vaishali

As the gas pipes are worn out need to be replaced the gas pipe in  
Hence, the Agency has inspected & suggested to replace the gas pipe  
& servicing of burner.

Amal  
messy

Work completed with satisfactory

Amal

P.O. 3300002191/1000006515 -  
Engineering





RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvel.edu.in](mailto:library.rvdc@rvel.edu.in)

17th/19-20  
7.8.19



Per mailed

No. DAPMRVDC/ /2019-2020

Date: 07.08.2019

To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

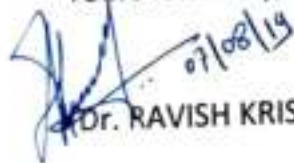
Respected Madam,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 3 LED Lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

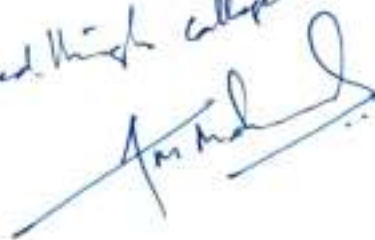
Thanking you Sir,

Yours faithfully,

  
07/08/19

(Dr. RAVISH KRISHNAMURTHY)

Work carried through college electronics kitchen.



23

13/09/2019  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078

2229/19  
13/9/19  
  
Engineer / Kishore  
is attend

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

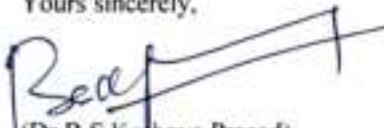
Respected Madam,


Sub:-Replacement of Light switches & Fan regulators

This is to inform you that most of the light switches and fan regulators in the department especially in the UG, PG, Preclinical and Staff rooms are not functioning. Kindly make arrangements to get it repaired at the earliest and oblige.

Thanking You,

Yours sincerely,

  
(Dr. B S Keshava Prasad)

Reelification done with Kishore  


16/09/2019  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078



To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

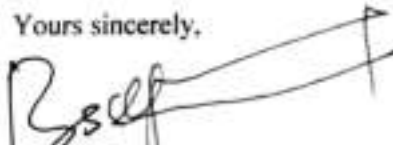
Respected Madam,

Sub:- Repair/Replacement of water taps in the Department

This is to inform you that most of the water taps in the Department has to be repaired or replaced at the earliest as they are not functioning/ continuous dripping of water. Kindly get it replaced or repaired at the earliest and oblige.

Thanking You,

Yours sincerely,

  
(Dr. B S Keshava Prasad)

To /  
The Principal,  
DAPM RV dental College,  
Bangalore.

(25)

11/10/19,  
Bangalore.  
26/12/19  
13/01/19  
Engineer's  
conduct  
enquiry  
D. Praveen  
11/01/19

Subject: complaint about missing load in Classroom @

Respected man,

I am Chiruday Kishan, student of RV dental  
College studying in final year. When we had class on Thursday  
(9/10/19) <sup>(9/10/19)</sup>  
load was there in Classroom man. On Friday (10/10/19) <sup>(10/10/19)</sup>  
~~from~~ to class, load was not seen. I checked in all the remaining  
three class rooms, I haven't found it back. So, please kindly  
help us in sorting out this man.

Thanking you man.

Yours faithfully,  
Chiruday Kishan. Co.  
1V 803

Not founded & provided  
new.  
Arshad

**D.A.P.M.R.V.DENTAL COLLEGE & HOSPITAL**  
**J.P. NAGAR, BANGALORE**  
**TIME TABLE FOR FINAL B.D.S. COURSE (2019 - 2020 REGULAR BATCH)**  
**(NEW SCHEME RS 3)**

Date : 25.07.2019

Day	8.00 A.M – 9.00AM	9 A.M – 12.30 PM	12.30 To 1.30	1.30 P.M – 2.30 PM	2.30 P.M – 3.30 PM
Monday	Endodontics/ Cons. (L)	Clinics	<b>LUNCH</b>	Pedodontics (L)	Oral Medicine (L)
Tuesday	Oral Medicine (L)	Clinics		Periodontics (L)	Endodontics/ Cons. (L)
Wednesday	Oral Surgery (L)	Clinics		Orthodontics (L)	Orthodontics (P)
Thursday	Orthodontics (L)	Clinics		Clinics	Clinics
Friday	Periodontics (L)	Clinics		Prosthodontics (L)	Oral Surgery (L)
Saturday	Public Health Dentistry Theory 8.30 to 9.30am	Practical 9.30 am to 12.30 pm		Public Health Dentistry 1.30 to 3.30pm (Optional)	

**Principal**

Copy to  
01 Oral Medicine  
02 Orthodontics  
03 Pedodontics  
04 Prosthodontics  
05 Conservative  
06 Oral surgery  
07 Periodontics  
08 Public Health Dentistry  
09 Notice Board

Date - 12.10.19

From,

Dr. Mitha Shetty. M.  
Reader  
Dept of Prosthodontics  
DAPM RV Dental College  
Bangalore.

Engineer to  
rail  
expanding

Copy of  
12/10/19



To,

The Principal  
DAPM RV Dental College  
Bangalore.

Sub: Regarding missing chord (LCD projector) in class  
Room 4.

Respected Madam,

This is to bring to your kind  
notice that I was unable to take class in  
classroom NO. 4 for the final year BDS on Friday  
11.10.19 between 1.30pm to 2.30pm. as the chord of  
the LCD projector was missing. The class was  
then taken in <sup>class</sup> room 3 instead of class room 4.  
Kindly do the needful with regard to the above.

Thanking you.

Yours sincerely.

Dr. M. Mitha Shetty  
Keiths



D. A. P. M. R. V. DENTAL COLLEGE  
Public Health Dentistry



To,  
The Principal  
DAPMRV Dental College  
Bangalore.

27/10/19-20  
21-10-19



18/10/2019

Engineer is  
note

Respected Madam,

Sub: laying of granite near the main door

Mam, we request you to kindly instruct engineer Mr. Mahendranath to lay the granite slab little slantingly near the main door for easy carrying of camp trolley with equipments and also to prevent breakage of newly laid granite slab during carrying of camp equipment.

Request for kind needful

Thanking you  
Yours sincerely

Dr. Harikiran AG  
Professor and Head  
Dept. of Public Health Dentistry

*Note: We have daily requested Engineers to do needful.*

Dept. of Public Health Dentistry  
D.A. PANDU MEMORIAL  
RV DENTAL COLLEGE  
No. CA 37, 24th Main  
1st Phase, J.P. Nagar  
Bangalore - 560 078

*Alternate arrangement made.*



Date 22/10/19

*Dr. Seema Patil*  
*22/10/19*  
*Engineer is asked*

From

Dr Seema Patil

Prof & HOD, Department of Oral Medicine & Radiology

DAPAM RV Denati College, Bangalore.



To

Dr Asha R Iyengar

Principal,

DAPM RV Dental College, Bangalore

Respected Madam,

Sub : Repair of the door in OPG room.

We are unable to shut the door of OPG room completely since two days. Kindly instruct the engineer to the rectify the same as early as possible.

Thanking you,

With Regards,

*Seema Patil*  
Dr Seema Patil.

*Work Rectified*  
*[Signature]*



(29)

25/10/2019  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078

2936/19-20  
25/10/19  
D.A.P.M.R.V. Dental College  
26/10/19  
Engineer is  
attached

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

Respected Madam,


Sub:-Replacement of Light switches, Fan regulators & Taps

Ref:- Letter dated 13/9/19 & 16/9/19

This is to inform you that most of the light switches, fan regulators and taps in the department especially in the UG, PG, Preclinical and Staff rooms are not functioning properly. Kindly request you to get it repaired or replaced at the earliest and oblige.

Thanking You,

Yours sincerely,

  
(Dr. B S Keshava Prasad)

07/12/2019  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078

30/12/19-20  
7-12-19



Express to  
shift broken  
chairs

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078


Respected Madam,

Sub: - Shifting of broken operating stools to the stores

This is to inform you that around 15-20 dental operating stools which are broken and can't be repaired present in the preclinical conservative section needs to be shifted to the stores. Kindly make arrangements get the same shifted to the stores and oblige.

Thanking You,

Yours truly,

  
(Dr. B S Keshava Prasad)



RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)



---

No. DAPMRVDC/ /2019-2020

Date: 27.12.2019


---

To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 2 LED Lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

Thanking you , madam

Yours faithfully,

(Dr. RAVISH KRISHNAMURTHY)

From,

Dr. Suchetha A  
Professor and  
Head of the Department  
Department of periodontics.  
DAPM. R.V. Dental college.

Bangalore  
7/1/2020

4039/19-20  
8.1.20



Engineer to check  
& repair

To,

The Principal  
DAPM. R.V. Dental college  
Bangalore.

Subject - Request to provide a new telephone  
instrument.

Respected Madam,

We kindly request you for the  
Replacement of telephone instrument.  
Kindly oblige

Yours Sincerely,

Suchetha A  
7/1/2020

[DR SUCHETHA A]

Dept. of Periodontics  
DAPM R.V. Dental College  
J.P. Nagar, Bangalore - 79

From,  
Dr N Kalavathy ,  
Professor & HOD,  
Department of Prosthodontics,  
DAPMRV Dental College,  
JP Nagar,  
Bangalore-560078



09/1/2020

To,  
The Principal,  
DAPMRV Dental College,  
JP Nagar,  
Bangalore-560078

Respected Sir,

Sub:- Regarding taps to be changed in the UG clinic

This is to bring to your notice that 3 taps have to be repaired/changed in the UG clinic. The leaking taps are leading to a lot of wastage of water. I request you to kindly do the needful.

Thanking You,

Yours sincerely,

(Dr. N Kalavathy)

4102/19-20

13.01.20



10/01/2020  
Bangalore

From,  
Dr. B S Keshava Prasad,  
Professor & HOD,  
Department of Conservative Dentistry,  
D A P M R V Dental College,  
Bangalore-560078

To,  
The Principal,  
D A P M R V Dental College,  
Bangalore-560078

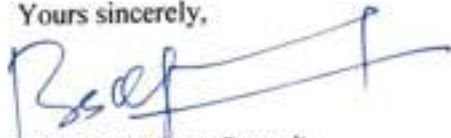
Respected Madam,

Sub:- Repair/Replacement of water taps and <sup>waste.</sup> sewage pipes in the Department

This is to inform you that most of the water taps and sewage pipes in the Department has to be repaired or replaced at the earliest as they are not functioning/ continuous dripping of water. Kindly get it replaced or repaired at the earliest and oblige.

Thanking You,

Yours sincerely,

  
(Dr. B S Keshava Prasad)

Department of Conservative Dentistry  
& Endodontics  
D.A.P.M.R.V. DENTAL COLLEGE & HOSPITAL  
CA 37, 24th Main, 1st Phase J.P. Nagar  
BANGALORE - 560 078

Date: 14-01-2020

From ,

Dr. Sarita Yanduri,

I BDS coordinator and Reader ,  
Dept of Oral Pathology and Microbiology ,

DAPM RV Dental College and Hospital ,

Bangalore

To,

The Principal,

DAPM RV Dental College and Hospital ,

Bangalore

Respected Maam ,

Subject : Issues related to classrooms

This is to bring to your notice that there are several issues related to the classrooms that require your immediate attention .

Please find below a list of the same :

**General issues with all classrooms :**

- Many plug points are broken or are dislodged exposing the wires .
- The VGA cables to connect to the laptops are either bent/ broken or not fitting properly
- Dusters need to be replaced
- Chalk pieces not present
- Projector remotes not available . As a result the students have to stand on the desk to switch on the projector
- Clocks not working. Regular replacement of the batteries are required.
- White boards are not clean and it is difficult to write on them or to wipe them.
- The classrooms are very untidy with old papers / books scattered at many places.
- Internet connection required for the smart board.

**Additional issues related to the first year classroom:**

- I BDS class room has too many tables and chairs which seem to have been shifted from other classrooms . The number is less in third year classroom .
- The mike box is very dirty .



- Old OHP projector is lying on the floor.
- The cardboard box of the smart board is still lying in the classroom.
- Mike system is not locked .

As per discussions with various staff members it would be useful to have a designated area in each classroom wherein dusters, chalk pieces , white board markers , mike keys , remote etc can be kept under lock and key which is accessible to the faculty members.

I request you to kindly look into the matter.

Thanking you ,  
Regards,



Dr. Sarita Yanduri



From,

Date: 04-06-2020

Dr. Veerendra Kumar B,  
Professor and Head,  
Department of Oral and Maxillofacial Pathology,  
D.A.P.M.R.V. Dental College and Hospital,  
Bengaluru



Veerendra B  
all set

To,

The Principal,  
D.A.P.M.R.V. Dental College and Hospital,  
Bengaluru.

Respected Madam ,

**Subject: Repairs in the department**

This is to inform you about the following repairs / replacements required in our department:

1. Around 13 tubelights are not working in the department.
2. The grill at the entrance needs to be oiled as it is very tight
3. A tap in the histopathology laboratory area is leaking.

Hence, we request you to kindly arrange for the same and do the needful. Please oblige.

Thanking you,

With Regards,



(Dr. Veerendra Kumar B )

From,  
Dr. N. Kalavathy  
Professor & HOD  
Dept of Prosthodontics  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

05.06.2020



View it well  
& discuss

To,  
The Principal,  
D AP M R V Dental College,  
J P Nagar,  
Bangalore-560078

Sir,  
Sub: - Sliding windows for the HOD's chamber in the dept of Prosthodontics

This is to request you to make arrangements to get sliding windows (for sufficient ventilation) made in the HOD's chamber at the earliest possible.  
Thanking you for the same

With regards

N. Kalavathy  
05/06/20

Dr N Kalavathy

Date - 5/6/2020

From;

Dr. Bhagyalakshmi. G

Prof & HOD

Department of Anatomy.

To

The Principal

DAPM RV Dental college

Bangalore.

Respected Madam,

This is to inform you that the outlet pipe of department wash basin sink is damaged.

Kindly make arrangements for the repair of the same & oblige.

I would also like to bring to your kind notice that the exhaust fan of staff toilet of ground floor in the class room block has been removed. Hence I request you to inform the Engineer to fix the same.

Thanking you;

Yours sincerely  
Dr. Bhagyalakshmi. G



Engineer /  
Engineer is  
attend

From

Dr. Sunil V  
Professor & Head  
Department of OMFS  
DAPM RV Dental college

11/06/2020



To,

The Principal,  
DAPM RV Dental college  
Bangalore

Respected Madam,

SUB:- Requisition for Replacement of the  
Wash basin in the department.

This is to bring to your kind notice  
regarding the Wash basin in the HOD's  
cabin, which is in a unhygienic condition  
(leakage through the pipe & the tap).  
Hence, needs to be replaced at the earliest.  
kindly oblige & do the needful.

Thanking you,  
yours sincerely

  
Dr. Sunil V

To

The Principal,  
DAPM R.V. Dental College  
Bangalore



- Vansitt  
attend

Respected Madam,

- Sub: - 1) Repair of Seminar room  
washroom Comod  
2) Key for Cellar room where  
records are stored

I hereby request you kindly to  
get the Comod of washroom of our Seminar/  
Board room, and also get a duplicate key made  
for the room in cellar which has got  
records of our department stored in it

I have apprised Mr. Valen the Engineer  
of our institution regarding the same

Thanking you

Yours Sincerely

Dr. PRASHANTH C.S.

Dept. of Orthodontics &  
Dentofacial Orthopaedics  
D.A.P.M.R.V. Dental College  
J.P. Nagar, 1st Phase,  
Bangalore - 560 038.

03.07.2020.

From,

Dr. M.B. BHARATHI.

Prof, Dept of General Pathology & Microbiology  
DAPMRV Dental College,  
BANGALORE

Received  
3/7/2020

516/20-21

03.07.20

Value 15  
Amount 10

To,

THE PRINCIPAL,  
DAPMRV DENTAL COLLEGE  
BANGALORE



Dear Madam,

This is to inform you that one of the  
drainage pipe attached to the sink is  
leaking in the staff room attached to  
the laboratory in our department. Kindly  
do the needful

Thanking you,

Yours sincerely,

PROFESSOR & HEAD  
DEPARTMENT OF GENERAL PATHOLOGY & MICROBIOLOGY  
D.A. PANDU MEMORIAL R.V. DENTAL COLLEGE  
& NAGAR, BANGALORE

Date: 22/7/2020

From: Post Graduate Students

Dept of Prosthodontics  
DAPM R.V Dental College-78

669/20-21  
22.07.20

22/7/2020

Through, The Head of the Department  
Dept. of Prosthodontics  
D.A.P.M R.V Dental College-78

Sincerely  
To informed.

To, The Principal  
D.A.P.M R.V Dental College-78

Subject: Requesting for permission to work late night in the  
Prosthodontics lab from 22/7/2020 to 24/7/2020.

Respected ma'am,

we post graduate students from the Dept of Prosthodontics  
have 3rd year MDS practical examination on 24/7/2020 and  
25/7/2020 for which we have laboratory work.

So, we kindly request you to permit us to work late night  
from 22/7/2020 to 24/7/20 from 4 pm to 12 am.

Thanking you  
Yours sincerely.

Dr. Liza Rehman Liza  
Dr. Kavasi Kavasi  
Dr. Tanuj Panig  
Dr. Vansha Vansha  
Dr. Nadia Nadia  
Dr. Ramyashree Ramyashree  
Dr. Arghya Arghya

Forwarded  
to  
Principal  
[Signature]

From,

Dr. Seema Patil  
Prof & Head,  
Oral Medicine & Radiology,  
DAAM R.V. Dental College.

703/20-21

24.07.20

24.7.2020



To,  
The Principal,  
DAAM R.V. Dental College,  
Bangalore

Respected ~~Madam~~,  
I kindly request you to

instruct the engineer to replace the  
tap of a sink in the Radiology department.

I also request you to replace one of  
the taps with a long handle ~~tap~~ tap  
in the Oral Medicine section.

Kindly oblige.

With regards,

See 24/7/2020



From

Dr. B. S. Keshava Prasad  
Prof & HOD  
Dept of Conservative Dentistry  
DAPMRV Dental College  
Bangalore

27/7/2020

9116/20-21

28-07-20



Yours if  
not called

To

The Principal  
DAPMRVDC  
Bangalore

Respected Mam,

Sub: Replacement of Leaking taps

This is to inform you that some of the taps and connecting pipes of the sinks (4 of each) needs to be replaced. I request your kindness to get them replaced at the earliest & oblige.

Thanking you in anticipation

Yours truly

(Dr. B. S. Keshava Prasad)

27/07/2020

From,

Post Graduate Students  
Dept of Conservative Dentistry  
& Endodontics



- Permitted  
- To inform university

To,

The Principal  
D.A.P.M. R.V. Dental College.

Respected Ma'am,

Subject: Requesting Permission to work after college hours  
in lab.

We, the post graduate students of Dept of  
Conservative Dentistry & Endodontics would like to  
work extra hours in pre clinical lab after the  
college timings as we have practical exams &  
would like to finish the work. Hence we  
request you to grant permission for the same.

Thanking You

1. Dr. Parvitha Paritha
2. Dr. Divya ~~Paritha~~
3. Dr. Simran ~~Paritha~~
4. Dr. Anja ~~Paritha~~
5. Dr. Anubhi ~~Paritha~~
6. Dr. Bhavika ~~Paritha~~

Yours Sincerely  
III MDS  
I MDS.

From,  
Dr.N. Kalavathy,  
Professor & HOD,  
Department of Prosthodontics,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

28/8/2020

1246/20-21

28.8.20

*Dr. N. Kalavathy*

*Complains regarding water leakage in  
waiting area*

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

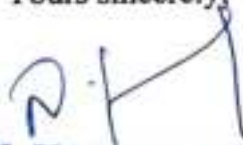
Respected Sir,

Sub:- Regarding water leakage in Patient waiting area

This is to bring to your notice that water is leaking in the Patient waiting area which is at the entrance of the department. We have informed the engineer about the same. I request you to kindly do the needful.

Thanking You,

Yours sincerely,



**Dr. N. KALAVATHY, M.D.S**  
Professor (Dr. N. Kalavathy)  
Department of Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main Road, J.P. Nagar 1st Phase,  
BANGALORE

1323/20-21  
05-09-20



September 1<sup>st</sup>

From  
2020

**Dr. A. Anantharaj**  
Professor and Head of Department  
Department of Pedodontics and Preventive Dentistry  
D.A.P.M.R.V. Dental College  
Bengaluru 560 078

*Engineer to attend*

To

**The Principal**  
D.A.P.M.R.V. Dental College  
Bengaluru 560 078  
Respected Madam,

**Sub: Urgent plumbing repairs required in the department**

The following are the urgent plumbing repairs required for the department:

1. Tap in seminar room is leaking requires replacement
2. Tap in PG wetlab area is leaking
3. Tap in PG clinic area is blocked
4. Washbasin in Staff washroom is leaking.
5. Staff washroom, Indian toilet flush is not working.
6. The Department washbasin taps need to be changed to the long/short handle type for elbow handling.

Thanking you

Yours sincerely

  
11/9/20  
(Dr. A. Anantharaj)

From

Dr. B. S. Keshava Prasad

Prof & HOD

Dept of Conservative Dentistry

DAPMRVDC, B'lore

7/9/2020

1345/20-21  
7/9/20  
Dr. B. S. Keshava Prasad  
7/9/2020  
Engineer to work & attend

To

The Principal

DAPMRVDC

Bangalore.

Respected Man,

Sub: Purchase of Rubber Mats.

This is to bring to your kind notice that the PG section tiles were replaced recently. Now the Dental chairs have been shifted to the PG section. We request your kindself to procure Rubber Mats for the Dental chairs (21) so that the area around the chairs do not leave a mark on the floor.

Thanking you in anticipation

Yours truly



(Dr. B. S. Keshava Prasad)



RASHTREEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvei.edu.in](mailto:library.rvdc@rvei.edu.in)



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No. DAPMRVDC/ /2020-2021

Date: 09.09.2020

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To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 3 LED Lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

Thanking you Sir,

Yours faithfully,

  
09/09/2020

(Dr. RAVISH KRISHNAMURTHY)

Date: 05/10/2020.

From

Asha Kumari PG

Lecturer, Department of Physiology

(Incharge - Biochemistry Lab)

D A P H R V Dental College

Bangalore - 78

1687/20-21  
5/10/20

Dr. V.  
Shivaram

Permitted to  
replace

To,

The Principal

D A P H R V Dental college

Bangalore - 78

Subject :- Replacement of Gas Pipe in Biochemistry department.

Respected madam,

I Asha Kumari PG, Lecturer department of physiology. As the gas is leaking in the department of Biochemistry, for being an incharge of Biochemistry department I am requesting you to make some arrangements for replacing the leaking gas pipe.

Kindly do the needful.  
Thanking You

Place :- Bangalore.

Yours faithfully,  
Ashavari

Date : 5.10.2020 .

To,  
The Head of the Department  
Department of Orthodontics  
R. V Dental College and Hospital



From,  
Postgraduates  
Department of Orthodontics  
R. V Dental College and Hospital

Subject :- Requesting access to the Cupboard.

Respected Sir,


We, the postgraduates of orthodontics department are unable to access the cupboard containing patient treatment records and laboratory materials, because of the loss of the cupboard key. We kindly request you to look into the above subject and kindly do the needful.

Thanking You,

Yours sincerely,

Postgraduates  
Department of orthodontics.

2 Nos of locks replaced

  
27/10/2020

For worded to The Principal  
Morden for permission to  
make duplicate keys.



Professor and H.O.D.  
Dept. of Orthodontics &  
Dentofacial Orthopaedics  
D.A.P.M.R.V. Dental College  
I.P. Nagar, 1st Phase, Bangalore - 560 078



DEPARTMENT OF ORAL & MAXILLOFACIAL PATHOLOGY



18/10/20-21  
13.10.20

*Dr. Veerendra  
18/10/20*  
*request is  
attached*

**D.A.PANDU MEMORIAL R.V.DENTAL COLLEGE & HOSPITAL**  
No. CA 37, 24<sup>th</sup> Main, I Phase, J.P. Nagar, Bangalore – 560078

Phone : 080-22445754  
Fax : 080-26658411

Email: [rvdcopath@gmail.com](mailto:rvdcopath@gmail.com)  
Website : [www.rvdentalcollege.org](http://www.rvdentalcollege.org)

From  
Dr Veerendra Kumar B  
Professor & Head  
Dept of Oral & Maxillofacial Pathology  
D A P M R V Dental College & Hospital  
Bengaluru

Date : 12-10-2020  
Place : Bengaluru

To  
The Principal  
D A P M R V Dental College & Hospital  
Bengaluru

Respected Sir,

Sub : Requisition to arrange for fixing leaky taps and door key holes  
of the department

This is to bring to your kind notice that leaky taps and door key holes are to be fixed in our department. Kindly instruct the concerned section for the same.

Thanking you

Best Regards

(Dr Veerendra Kumar B)



RASHTRIEYA SIKSHANA SAMITHI TRUST  
D.A.Pandu Memorial R V Dental College & Hospital  
Department of Library  
E-mail: [library.rvdc@rvel.edu.in](mailto:library.rvdc@rvel.edu.in)

1889/20-21

19-10-20



*Permitted to replace*

No. DAPMRVDC/ /2020-2021

Date: 19.10.2020

To,  
The Principal,  
DAPM RV Dental College,  
I Phase, J P Nagar,  
Bangalore-560 078.

Respected Madam,

Subject: Replacements of LED Lights in Library and Information Centre

With reference to the above subject, we wish to state that the 4 LED Lights and 2 tube lights in the student reading area is burned. Hence these LED Lights needs to be replaced. In this connection we would like to request you to kindly permit us get these Lights replaced.

Thanking you Madam,

Yours faithfully,

  
(Dr. Ravish Krishnamurthy)



1968/20-21

24.10.20



24.10.20

To,  
The Principal  
DAPM RVDC

Sub: Request for Separate cupboard for IRB

Dear Madam

For the purpose of safe record keeping and maintenance of documents and files related to IRB and research activities, we request a separate cupboard to be provided in the Dept. of Public Health Dentistry. The present cupboard is full and there is no space for safely maintaining IRB related files.

We also wish to transfer the older files to the library for safe keeping.

We request your kind permission for the same.

Thanking You

Dr. Harikiran AG  
Prof & HOD  
Dept of Public Health Dentistry  
&  
Committee Head  
Research sustenance & IRB Committee  
DAPMRVDC



1.7.20


To,  
The Principal  
DAPM RVDC

Sub: Request for Separate cupboard for IRB

Dear Madam

For the purpose of safe record keeping and maintenance of documents and files related to IRB and research activities, we request a separate cupboard to be provided in the Dept. of Public Health Dentistry.

Thanking You

Dr. Harikiran AG   
Prof & HOD  
Dept of Public Health Dentistry  
&  
Committee Head  
Research sustenance & IRB Committee  
DAPMRVDC

  
3/9/20

11.9.19

Engineer is following  
25/10/20  
27.10.2020

From,  
Dr. N. Kalavathy  
Professor & HOD  
Dept of Prosthodontics  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

To,  
The Principal,  
D A P M R V Dental College,  
J P Nagar,  
Bangalore-560078

Dear Madam,

Sub : -Regarding Repair/Service of trolley and cupboard.

This is to bring to your notice that the locks of the trolleys(13) and cupboards(9) of the PG lab, Ug Clinic and Pg clinic needs to be serviced/ repaired. I request you to kindly do the need full at the earliest.

Thanking you for the same

With regards



**Dr N Kalavathy**, M.D.S  
Professor & Head of Department  
Department: Prosthodontics  
D.A.P.M.R.V. Dental College & Hospital  
CA 37, 24th Main, J.P. Nagar 1st Phase,  
BANGALORE - 560 078.

DT: 11/11/20

To  
The Principal,  
DAPMRY Dental College  
Bangalore

2137/20-21  
11/11/20



Prasad  
A. Allend

- Requests - (1) - To replace existing screw type Taps  
with fucal type Taps  
(2) Coupling replacement

Respected madam,


I kindly request you to process the above two

requirements.

Thanking you.

(Vikram)

Dept of Biochemistry  
DAPMRY Dental College

As  
  
PROFESSOR AND HOD  
DEPARTMENT OF BIOCHEMISTRY  
R. V. DENTAL COLLEGE  
Bangalore, Bangalore