

GOVERNMENT OF KERALA

GENERAL EDUCATION DEPARTMENT

VHSE WING

LIST OF EQUIPMENTS, TOOLS AND CONSUMABLES

COURSE TITLE : ACCOUNTS EXECUTIVE

SECTOR : BANKING FINANCIAL SERVICE AND INSURANCE (BFSI)

**SUB SECTOR : LENDING, FUND INVESTMENT & SERVICE, PAYMENTS,
BROKING, BFSI PROCESSING**

REFERENCE ID : BSC/Q8101

ALIGNED TO : NCO-2015/4311.9900

PART – A EQUIPMENTS

SL NO	NAME	SPECIFICATION	QUANTITY
1	Computer/Laptop (Lab with 1:2, PC : Learner Ratio)	Processor: Core i3 Processor, Or above. RAM: 4 GB HDD:500 GB Display- 14"screen Or Higher specification (as per Govt. Norms.)	15 Nos
2	UPS	5KVA/3KVA Centralized UPS OR 625 VA UPS for each System	1Nosif 5KVA Or 2Nos.if 3 KVA Or 15Nos if 625 VA
3	Faculty's PC /Laptop with latest configuration	Processor: Core i5 Processor, RAM: 4 GB HDD:500 GB Display- 14"screen Or Higher specification (as per Govt. Norms.)	1 Nos.
4	Printer	Laser, All in one printer, 64MB or Above, Monochrome .	1Nos.

PART-B SOFTWARE

SL NO	NAME	SPECIFICATION	QUANTITY
1	Operating System (Free and Open Software)	Ubuntu	For all Computers
2	Open office	Latest	For all Computers
3	Accounting Software	(Latest /Education Version)	For all Computers

PART-C TOOLS AND ACCESSORIES

SL NO	NAME	SPECIFICATION	QUANTITY
1	Projector	Full HD Portable Hardware interface :USB, HDMI Mounting type: Tabletop Mount, Brightness:3400 Lumen. Control type: Remote Control. Resolution: 1920X1080 FHD.	1Nos.
2	Projection Screen	100" (7X5 Feet) with Tripod stand	1Nos.
3	White / Black Boards	Standard	1Nos.
4	Markers and Erasers	Standard	2 Pkt.

5	Micro phone / Voice system for lecture and class activities	With Ear-set and Hand held Mics	1Nos.
6	Stationery like Chart Paper, A4 Paper, Sketch Pens, etc	As required	

PART-D CONSUMABLES

(PRINTED FORMS – 5 Each for 30 students)

SL NO	NAME	SPECIFICATION	QUANTITY	
1	Tax Invoice	Standard Form	All forms (5Nos each X30)= 150 Nos.	
2	Delivery Note			
3	Receipt Voucher			
4	Payment Voucher			
5	Debit Voucher			
6	Credit Voucher			
7	Journal Voucher			
8	MRN			
9	GRN			
10	Cash Book -80 pages			Books 30 Nos. each
11	Journal Book- 80 Pages			
12	NEFT/RTGS Form			
13	Pay in slip			
14	Withdrawal form			

PART- E- FURNITURE

SL NO	NAME	SPECIFICATION	QUANTITY
1.	Steel Almara	78 X48X22 inches	2 Nos.
2.	Computer Table	L X B X H 46 X24X26 inches	15 Nos.
3.	Computer Chair	Wooden/Metal/Steel/Plastic	30 Nos.
4.	Steel rack	6 feet Height X 4 feet width, 6 section 1.25 feet (each section width or less)	2 Nos.

- Navas. K. Vocational Teacher A&A, GVHSS, Pakalkuri, Tvp.
- Shibu.K, Vocational Teacher A&A, GMV HSS Vengara Town, Malappuram.
- Dr.Ratheesh.R , Subject Expert, Assistant Professor, Dept of Commerce, Mar Evanios College, Tvp.

Approved as per
order No. Prog-3/4/22/
2022 dt 19/9/22
Director SCERT

Anilkumar.T.V
19/9/22

ANILKUMAR.T.V
(PEN-442925)
Deputy Director (Curriculum)
Directorate of General Education
(VHSE wing)
Thiruvananthapuram