



भारतीय सामग्री प्रबंधन संस्थान  
Indian Institute of Materials Management  
VADODARA BRANCH

2nd Floor, Vishal Chambers, 34, Vishwas Colony, B/h. Alkapuri Shopping Centre, Alkapuri, Vadodara - 390 007  
Mobile: 70439 59060, 78020 53410 • Email: iimmvadodara@gmail.com; iimmbaroda@gmail.com • Website: www.iimm.org; www.iimmvadodara.org

Ref No: AGM-62/2025

Date: 30.07.2025

To: All Members of IIMM Vadodara Branch,

**Sub: Notice Regarding Annual General Meeting 2025.**

The Notice is hereby given that **62<sup>nd</sup> Annual General Meeting of Indian Institute of Materials Management, Vadodara Branch** will be held **Physically on:**

**"Sunday, 24<sup>th</sup> August, 2025 at 6 PM"**

**At Hotel Grand Mercure Vadodara Surya Palace,  
Near Parsi Agiyari, Sayajigunj, Vadodara**

**"AGENDA"**

1. To receive and consider Audited Income and Expenditure Account and Balance Sheet for the year ending 31.03.2025. (Copy Attached).
2. To Appoint an Auditor or Auditors for the ensuing year.
3. To consider any other matter that may be brought forward for which written notice of at least seven days has to be given before the date of AGM.
4. As per decision of Executive Committee, it has been decided to appoint Mr. D.R. Yadav as the Returning Officer for performing the activities of election for New Committee.
5. Nomination form is enclosed herewith and those interested to contest Elections for the new committee may fill up the nomination form. The last date for filling up the nomination forms is **11.08.2025** - Monday) upto 6PM and the last date for withdrawal of nomination form is **14.08.2025** - Thursday) upto 6PM.
6. To elect office bearers and members of the branch committee for tenure of 2 years as provided under the byelaws. (Nomination Form and Rules & Procedures attached)

**The Function will be followed by dinner along with Spouse.**

**\*AGM Notice is also published in IIMM Vadodara Website: [www.iimmvadodara.org](http://www.iimmvadodara.org)**

**Looking forward to meet you all at the AGM**

Thanking You,  
Yours Faithfully

**Dr. Bharti Trivedi**  
**Chairperson**  
**IIMM Vadodara Branch**

**ELECTION OF BRANCH OFFICE BEARERS & MEMBERS FOR 2025-2027**

**NOMINATION FORM**

Sr. No.	Positions	Name of the Nominee Proposed (in Block Letters)	Tenure of Membership of Nominee in IIMM	Signature of Nominee to Indicate his / her consent
1	Chairman			
2	Vice Chairman			
3	Hon. Secretary			
4	Hon. Treasurer			
5	E.C. Member			
6	E.C. Member			
7	E.C. Member			
8	E.C. Member			
9	E.C. Member			
10	E.C. Member			
11	N.C. Member			
12	N.C. Member			
13	N.C. Member			
14	N.C. Member			
15	N.C. Member			

Proposed By \_\_\_\_\_  
Name in Block Letters

Signature \_\_\_\_\_  
and Date

Seconded by \_\_\_\_\_  
Name in Block Letters

Signature \_\_\_\_\_  
and Date:

Please note that beside these 15 elected members the branch committee will have  
Two Co-Opted Members and the immediate Past Chairman.  
The above form duly filled in and signed should reach –

The Hon. Secretary,  
**Indian Institute of Materials Management**  
2<sup>nd</sup> Floor, Vishal Chambers,  
34, Vishwas Colony,  
Alkapuri, Vadodara -390 007

On or before **11.08.2025** up to 6-00 PM in a closed cover subscribed "NOMINATION FORM"



### RULES AND PROCEDURES FOR FILLING OF NOMINATIONS.

1. Nomination Form for election of Office Bearers / Members of the Branch Committee and National Council Members is enclosed. Election will be held for all the posts of the Branch Committee viz Chairman, Vice-Chairman, Hon. Secretary, Hon. Treasurer, 6 Executive Committee Members and 5 NC members (Total 15 members to be elected) for tenure of 2 years. (cl 61 {a}). Please return the same duly completed and signed by eligible contestant, proposer and seconder in a closed envelope subscribed "NOMINATION FORM" so as to reach the Hon. Secretary at the above address latest by 6 PM on **11/8/2025-Monday**. Nominations will be scrutinized the same day i.e. at 6:10 PM by the nominated Election Officer at the IIMM Office. Withdrawal of nominations are permitted till **14/8/2025-Thursday** up to 6.00 pm.
2. Member/ Members who have enrolled as member / members at Vadodara Branch only shall be entitled to contest and also to vote.
3. Only Fellow Members, Full Members, Life Members, Life Fellow Members entitled to one vote each at the AGM provided they have paid their subscriptions in full and received by National HQ Navi Mumbai before 30/6/2025 for the year 2025-26. Associate Members and Distinguished Members are not entitled to vote and hence nomination forms are not being sent to them. (CL 28).
4. Only those members who have attained the age of 30 years on the date of nomination, have completed minimum 2 years of Membership of the Institute are entitled to contest. (CL 21 (f) (ii)).
5. Institutional Members are not entitled to contest for election as office bearers to the National Council or Branch Committee (CL.13)
6. Any member who has functioned as an office bearer for a term of two years shall not generally be nominated for the same position (CL.62 (iv)).
7. Self-Nomination shall not be accepted (CL.62 (v))
8. As per by-law 39 (C) a member cannot seek election for more than one position of office Bearer at Branch or National Level. If any member files his nomination for more than one position at Branch Level, he should communicate before withdrawal date by 6.00 pm failing which his nominations for all positions shall be treated as void.
9. The Entire election process will be conducted under the supervision of concerned election officer.
10. The election process will be carried out as per the guidelines received from the NHQ.

Encl.: Nomination Form

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### IIMM VADODARA BRNACH BRANCH COMMITTEE MEMBERS FOR THE YEAR 2023 -25

Chairperson: Dr. Bharti Trivedi  
Vice Chairman: Mr. Rajesh F. Mehta  
  
Hon. Secretary: Mr. Rakesh D. Desai  
Hon. Treasurer: Mr. Kishorkumar M. Patel

Committee Members  
Mr. Hardik Shah  
Mr. Ajay G. Shukla  
Mr. Surendra V. Dhumal  
Mr. Vasudev B. Harani  
Mr. Krunal Shah  
Mr. Jayesh S. Varma

### National Council Members

Mr. L. P. Patel  
Mr. D. B. Trivedi  
Mr. Malay C. Mazumdar  
Mr. B.S. Sodha  
Mr. Anand Purohit

### Co-Opted Member

Mr. Arvind K. Parmar  
Mr. Jayesh Patel



FoF 2, Phoenix House, 'B' Wing,  
4th Floor, 462, Senapati Bapat Marg,  
Lower Parel,  
Mumbai-400 013.  
India

Phone : +91 22 4619 7023 / 24 / 25  
: +91 22 4606 7023

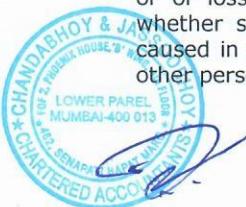
Email : mail@cnj.in

Web : www.cnj.in

**REPORT OF BRANCH AUDITOR RELATING TO ACCOUNTS OF IIMM -  
VADODARA BRANCH AUDITED UNDER SUB-SECTION (2) OF SECTION 33 & 34  
AND RULE 19 OF THE BOMBAY PUBLIC TRUST ACT.**

Registration no.	N.A
Name of the Public Trust	Indian Institute of Materials Management Vadodara Branch
For the year ending	31 <sup>st</sup> March, 2025

- |   |                |
|---|----------------|
| a) Whether accounts are maintained regularly and in accordance with the provisions of the Act and the rules;  | Yes            |
| b) Whether receipts and disbursements are properly and correctly shown in the accounts  | Yes            |
| c) Whether the cash balance and vouchers in the custody of the manager or trustee on the date of audit were in agreement with the accounts;   | Yes            |
| d) Whether all books, deeds, accounts, vouchers or other documents or records required by the auditor were produced before him;   | Yes            |
| e) Whether a register of moveable and immovable properties is properly maintained, the changes therein are communicated from time to time to the regional office and the defects and inaccuracies mentioned in the previous audit report have been duly complied with;  | Not Maintained |
| f) Whether the manager or trustee or any other person required by the auditor to appear before him did so and furnished the necessary information required by him;  | Yes            |
| g) Whether any property or funds of the Trust were applied for any object or purpose other than the object or purpose of the Trust;   | No             |
| h) The amounts of outstanding for more than one year and the amounts written off, if any;   | Nil            |
| i) Whether tenders were invited for repairs or construction involving expenditure exceeding Rs.5,000/-  | NA             |
| j) Whether any money of the public trust has been invested contrary to the provisions of Section 35;  | No             |
| k) Alienations, if any, of the immovable property contrary to the provisions of Section 36 which have come to the notice of the auditor;  | No             |
| l) All cases of irregular, illegal or improper expenditure, or failure of omission to recover monies or other property to the public trust or of loss or waste of money or other property thereof and whether such expenditure, failure omission loss or waste was caused in consequence of breach of trust of the trustees or any other person while in the management of the trust; | None           |





# Chandabhoy & Jassoobhoy

Chartered Accountants

- |   |   |
|---|---|
| m) Whether the budget has been filed in the form provided by rule 16A;  | We were informed that the budget for the year 2025-26 will be filed by NHQ.                   |
| n) Whether the maximum and minimum number of the trustees is maintained;  | Not Applicable to the Branch  |
| o) Whether the meetings are held regularly as provided in such instrument;  | Meeting of the Executive Committee of the Branch are held on regular basis.                   |
| p) Whether the minute books of the proceedings of the meeting is maintained;  | Yes   |
| q) Whether any of the trustees has any interest in the investment of the trust;   | No  |
| r) Whether any of the trustee is a debtor or creditor of the trust;   | No  |
| s) Whether the irregularities pointed out by the auditors in the accounts of the previous year have been duly complied with by the trustees during the period of audit; | Not Applicable  |
| t) Any special matter, which the auditor may think fit or necessary to bring to the notice of the Deputy or Assistant Charity Commissioner.                             | a) Inter branch balances are subject to confirmation, reconciliation and adjustments, if any. |

For and on behalf of  
**Chandabhoy & Jassoobhoy**  
Chartered Accountants  
Firm Registration No. 101647W

  
**Ambesh Dave**  
Partner  
Membership No.: 049289  
UDIN: 25049289BMKVUV8525

Mumbai: July 18, 2025



**INDIAN INSTITUTE OF MATERIALS MANAGEMENT**  
**VADODARA BRANCH**  
**BALANCE-SHEET AS AT 31ST MARCH 2025**

		Amount in Rs	
Particulars	Note No.	As at March 31, 2025	As at March 31, 2024
<b>I EQUITY AND LIABILITIES</b>			
1 <u>Owner's Fund</u>			
(i) Professional Development fund	1	3,53,62,270	3,43,52,647
(ii) Other Funds	2	1,43,000	1,43,000
		<u>3,55,05,270</u>	<u>3,44,95,647</u>
2 <u>Current liabilities</u>			
Other current liabilities	3	15,950	22,239
		<u>15,950</u>	<u>22,239</u>
		<u>3,55,21,220</u>	<u>3,45,17,886</u>
<b>II ASSETS</b>			
1 <u>Non-current assets</u>			
Property, Plant and Equipments and Intang			
Property, Plant and Equipments	4	13,20,792	14,41,890
		<u>13,20,792</u>	<u>14,41,890</u>
2 <u>Current Assets</u>			
Inventories	5	-	-
Cash and cash equivalents	6	3,15,97,090	3,05,73,460
Other current assets	7	26,03,338	25,02,536
		<u>3,42,00,428</u>	<u>3,30,75,996</u>
		<u>3,55,21,220</u>	<u>3,45,17,886</u>

AS PER OUR REPORT OF EVEN DATE

**CHANDABHOY & JASSOOBHOY**  
**CHARTERED ACCOUNTANTS**

(Partner)



TREASURER

SECRETARY

CHAIRPERSON

**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
VADODARA BRANCH  
INCOME & EXPENDITURE ACCOUNT -ADMIN & EDUCATION  
FOR THE YEAR ENDED 31ST MARCH 2025**

Particulars	Note No.	Amount in Rs	
		For the year ended March 31, 2025	For the year ended March 31, 2024
<b>I INCOME</b>			
Revenue from Operations	8	11,32,677	16,31,171
Other income	9	28,52,731	20,40,640
<b>Total</b>		<b>39,85,408</b>	<b>36,71,811</b>
<b>IV. EXPENSES</b>			
Employee benefits expense	10	11,43,665	12,94,217
Depreciation and amortisation	4	1,70,598	1,77,505
Other expenses-Admin Dept.	11	10,63,569	8,01,596
Other expenses-Education Dept.	12	5,97,953	6,76,250
<b>Total</b>		<b>29,75,785</b>	<b>29,49,568</b>
<b>IX. Total Profit / (Loss) before tax [(VII)+(VIII)]</b>		<b>10,09,623</b>	<b>7,22,243</b>
<b>X. Tax expense</b>			
Current tax expenses		-	-
<b>XI. Profit / (Loss) after tax [(IX)- (X)]</b>		<b>10,09,623</b>	<b>7,22,243</b>

AS PER OUR REPORT OF EVEN DATE

CHANDABHOY & JASSOOBHOY  
CHARTERED ACCOUNTANTS



*K. K. K.*  
TREASURER

*[Signature]*  
SECRETARY

*[Signature]*  
CHAIRPERSON





**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
VADODARA BRANCH**

Particulars	As at March 31, 2025	As at March 31, 2024
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**NOTE-1: PROFESSIONAL DEVELOPMENT FUND**

Opening Balance	3,43,52,647	3,36,30,404
ADD: Excess of Income over Expenditure	10,09,623	7,22,243
<b>Closing Balance</b>	<b>3,53,62,270</b>	<b>3,43,52,647</b>

**NOTE-2: OTHER FUNDS**

Building Fund	82,500	82,500
Office Equipment Fund	60,500	60,500
<b>Total</b>	<b>1,43,000</b>	<b>1,43,000</b>

**Note 3: Other current liabilities**

Liabrary Deposit	15,950	15,950
GST Payable	-	6,289
IIMM NHQ Mumbai	-	
	<b>15,950</b>	<b>22,239</b>



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# INDIAN INSTITUTE OF MATERIALS MANAGEMENT

## VADODARA BRANCH

### Schedule Of Fixed Assets As On March 31, 2025

S.No	Particulars	Rate of Depreciation	WDV As on April 1, 2024	Addition During the year		Sale/Adj. During the year	Total As on 31-03-2025	Depreciation for the year	WDV As on 31-03-2025
				Before 30-09-2024	After 30-09-2024				
A.									
1	Furniture & Fixture	10%	13,10,523.00	-	-		13,10,523.00	1,31,052.00	11,79,471.00
2	Computer & Accessories	40%	17,768.00	27,500.00	22,000.00		67,268.00	22,507.00	44,761.00
3	Library Book	60%		-	-		-	-	-
4	Plant & Machinery								
	Office Equipment	15%	56,983.00	-	-		56,983.00	8,547.00	48,436.00
	Microphone & ampl.	15%		-	-		-	-	-
	Air Conditioner	15%	56,616.00	-	-	-	56,616.00	8,492.00	48,124.00
	coolers	15%		-	-		-	-	-
	Fans	15%		-	-		-	-	-
	Fire Machine	15%		-	-		-	-	-
	Invertor	15%		-	-		-	-	-
	Battery	15%		-	-		-	-	-
	Refrigerator	15%		-	-		-	-	-
	Mobile Phone	15%		-	-		-	-	-
	Fax Machine	15%		-	-		-	-	-
	Projector	15%		-	-		-	-	-
	Total (4)		1,13,599.00	-	-	-	1,13,599.00	17,039.00	96,560.00
	TOTAL(1 to 4)		14,41,890.00	27,500.00	22,000.00	-	14,91,390.00	1,70,598.00	13,20,792.00
B									
	GRAND TOTAL		14,41,890.00	27,500.00	22,000.00	-	14,91,390.00	1,70,598.00	13,20,792.00

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**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
VADODARA BRANCH**

NOTES FORMING PART OF FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2025

Particulars	As at March 31, 2025	As at March 31, 2024
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**Note 5: Inventories**

Closing Stock

	-	-
<b>Total</b>	-	-

**Note 6: Cash and cash equivalents**

**Cash and bank balances with bank**

Cash in hand	14038	4,727
Balance with bank		
in current accounts	4,38,565	2,48,394
Fixed Deposits	3,11,44,487	3,03,20,339
<b>Total</b>	<b>3,15,97,090</b>	<b>3,05,73,460</b>

**Note 7: Other current assets**

Security deposit(AICTA FEE) IIMM	1,30,000	1,30,000
GST Receivable	14,847	-
TDS Receivable	23,86,321	23,00,366
IIMM NHQ	72,170	72,170
<b>Total</b>	<b>26,03,338</b>	<b>25,02,536</b>

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**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
VADODARA BRANCH**

**NOTES FORMING PART OF FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2025**

Particulars	Amount in Rs.	
	For the year	For the year
	ended March 31, 2025	ended March 31, 2024

**Note 8: Revenue from Operations**

Education Dept.

Course, Examination & Others Fees

7,23,405

10,13,671

Prorata Share Of Correspondence

4,06,640

6,05,500

Sale of Study Material/Prospectus

2,632

12,000

**Total** 11,32,677 16,31,171

**Note 9: Other income**

Admin Dept.

Programme Fee/In House Training Programme

31,266

2,12,895

Prorata Share of Subscription fees

2,50,585

85,537

Interest on FDR

21,85,075

16,45,022

Interest in Savings Bank A/c

48,805

30,366

Misc. Income

3,37,000

66,820

**Total** 28,52,731 20,40,640

**Note 10: Employee benefit expenses**

Salaries, incentives and allowances-Admin Dept.

10,89,336

12,57,062

Staff welfare expenses-Admin Dept.

-

Salaries, incentives and allowances-Education Dept.

-

Employee Contribution to PF-Education Dept.

54,329

37,155

**Total** 11,43,665 12,94,217

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**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
VADODARA BRANCH**

NOTES FORMING PART OF FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2025

Particulars	<i>Amount in Rs.</i>	
	For the year	For the year
	ended March 31, 2025	ended March 31, 2024
Advertisement & Publicity	12,616	14,779
In House Training Exps	29,064	11,587
Postage, Telephone & Internet Charges	26,129	23,240
Printing & Stationery	73,090	1,20,150
Repair & Maint.	91,880	30,815
Office Expenses	2,23,887	1,33,579
Meeting Exp.	2,72,117	3,71,514
Delegate Fee (EDP-MLS)	1,03,560	-
Bank Charges	1,966	2,831
A.G.M. Expenses	1,53,930	5,600
Electricity & Water Charges	75,330	87,501
<b>Total</b>	<b>10,63,569</b>	<b>8,01,596</b>

**Note 11: Other expenses-Admin Dept.**

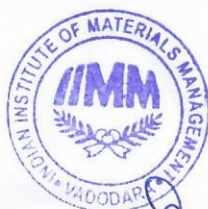
**Note 12: Other expenses-Education Dept.**

Purchase of Reading Material	-	
Entrance-Exam Expenses	20,300	80,100
Faculty Payment	39,700	1,08,000
Cost of Prospectus	-	
Rent, Rate & Taxes	86,428	80,047
Postage, Courier & Telecom	7,324	11,505
Electricity & Water Charges.	-	
Printing & Stationery	27,682	18,795
Conveyance & Travelling	3,20,762	3,31,749
Office & Administration Expenses	74,957	46,054
Meeting Expenses	-	
M.M Day	20,800	-
	<b>5,97,953</b>	<b>6,76,250</b>



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