



સરદાર વલ્લભભાઈ રાષ્ટ્રીય પ્રૌદ્યોગિકી સંસ્થાન, સુરત  
**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT**  
સરદાર વલ્લભભાઈ રાષ્ટ્રીય પ્રૌદ્યોગિકી સંસ્થા, સુરત

SVNIT

C/BWC(56)/3474-A

Date: 20/10/2014

**CIRCULAR**

**SUB: Minutes of the 56<sup>th</sup> Meeting of the Building & Works Committee held on 18/10/2014.**

Enclosed please find a copy of the Minutes of the 56<sup>th</sup> meeting of the Building & Works Committee for Sardar Vallabhbhai National Institute of Technology, Surat held on 18/10/2014 in the Conference Room of the NIT Transit House, A-1/267, Safdarjung Enclave, New Delhi for your information.

The comments, if any, may please be sent at the earliest.

Encl.: As above

  
(H. A. PARMAR)  
MEMBER-SECRETARY

To,  
The Chairman, B & WC  
All concerned members of the B & WC

Copy f.w.c.s. for information:

Shri Sanjeev Sharma, Director (NITs), Govt. of India, MHRD (Deptt. of Secondary & Higher Education), Shastry Bhavan, New Delhi - 110 001



## **SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT**

Minutes for the 56<sup>th</sup> meeting of the *Building & Works Committee* of the Sardar Vallabhbhai National Institute of Technology Surat held on *Saturday, the 18<sup>th</sup> October, 2014 at 10:30 a.m.* onwards in the *Conference Room of the NIT, Transit House, A-1/267, Safdarjung Enclave, New Delhi.*

The following members remained present.

- |    |  |   |                  |
|----|--|---|------------------|
| 1) | <b>Dr. P.D. Porey</b><br>Director, SVNIT, Surat                                | : | Chairman         |
| 2) | <b>Shri Rajesh Singh</b><br>Director (IFD), MHRD, New Delhi.                   | : | Member           |
| 3) | <b>Shri Sanjeev Kumar Sharma</b><br>Director (NITs), MHRD, New Delhi.          | : | Member           |
| 4) | <b>Dr. N. J. Mistry</b><br>Professor, CED, SVNIT, Surat                        | : | Member           |
| 5) | <b>Dr. S. A. Vasanwala</b><br>Dean (P&D), SVNIT, Surat.                        | : | Member           |
| 6) | <b>Dr. Ranjit Roy</b><br>Prof. I/C. Elect. & Comm. System,<br>SVNIT, Surat.    | : | Special Invitee  |
| 7) | <b>Shri A. V. Deshingkar</b><br>Technical Advisor, Civil Works<br>SVNIT, Surat | : | Special Invitee  |
| 8) | <b>Shri S.C. Shoemaker</b><br>Asstt. Engr. (SG-II),<br>SVNIT, Surat.           | : | Special Invitee  |
| 9) | <b>Shri H. A. Parmar</b><br>Registrar, SVNIT, Surat.                           | : | Member-Secretary |

Shri Rajesh Bhagwani, Executive Engineer, CPWD, Gandhinagar & Shri P.M. Choudhary, Supdt. Engr., R&B Circle, Surat could not attend the meeting.



At the outset the Member-Secretary welcomed the Chairman and members of B&WC especially Shri Rajesh Singh, Director (IFD), Shri Sanjeev Kumar Sharma, Director (NITs), MHRD, New Delhi and Shri A. V. Deshingkar, Technical Advisor, Civil Works, Surat for sparing their valuable time in spite of their busy schedule.

The following business was transacted:

Once again the Member Secretary B & WC welcomed Shri Sanjeev Kumar, Director (NITs), attending this committee meeting for the first time as a member. So also Shri Rajesh Singh, Director (IFD), was also given warm welcome for his re-participation in B&WC as a member. With this and with the permission of the chair the committee proceedings were taken up.

At the beginning Shri Sanjeev Kumar desired that since he is participating in B&WC for the first time, it would be desirable if the practices followed by SVNIT regarding selection of works, approval and sanctioning procedure followed in tendering etc. are briefly explained. In this background following aspects were submitted:-

- a) As regards the need of carrying out any work a written request is received from the end user (HOD, Hostel Warden, Professor Incharge, etc) to the Estate Section. Site inspection is then carried out by the Engineering unit of Estate Section and the need is examined. Simultaneously, the need and justification is reviewed with reference to the compliance with periodicity as per CPWD norms. On satisfying this, the decision to prepare the proposal for obtaining sanctions is taken in consultation with Dean Planning & Development. With such a decision the detail proposal is framed by the Estate Section and then put up to Technical Scrutiny Committee (consisting of senior faculty members) for obtaining its recommendations for processing of such proposal to the Director (through proper channel). On obtaining approval to the said proposal if its costs is upto Rs five lacs or less further actions of tendering etc are initiated. As regards, all other works costing more than Rs 5 lacs the proposal is put up to B&WC, BOG (for all remaining works) for prior approval. Only on obtaining required approval further actions are taken.
- b) The cost estimates are prepared on the basis of assessment of quantities and the rates are taken from CPWD schedule (for major constructions) and from Gujarat PWD schedule. In case where items, rates are not available in SOR, rates are derived on the market analysis. In such cases also the derived rates are compared with earlier approved rates, prevailing trend.
- c) As regards the tendering procedure, the draft of bid document is prepared generally on the basis of Gujarat PWD standard bid document. Relevant changes are made. Approval of the Director is then obtained for insertion of press notice. On completing this tender notice is uploaded on institute website and also published in national, regional dailies having wide circulation. Tender notice period as per the prevailing practice is invariably given for ensuring needed response. For major construction, the pre-bid meeting is held and minutes, addendum, etc are issued. It was suggested to

examine the feasibility of stipulating a fault clause similar to that in BSNL tenders enabling to reduce the rate in case of drop in market rates.

- d) For maintenance and other nature of works, the tenders in sealed covers are received by Dean (P&D), Estate Section. These tenders are then taken up for opening by the tender committee in the presence of bidders. First of all, envelope containing EMD, registration and copies of documents towards compliance of criteria etc. are opened. The received documents are scrutinized for compliance etc. and eligibility is decided. On doing this, the financial offers of eligible bidders are opened and besides attendance sheet, a comparative statement is also prepared. Next to this, bids are evaluated and recommendations of the committee are taken. The recommended bids are then processed for the approval of the Director. The bids costing upto Rs. 50 lacs are approved by B&WC and all remaining bids the proposals are submitted to BOG for the same purpose. While considering any bids for further processing, it is always ensured that the offer is of the lowest bidder, unconditional & reasonable. So also, for assessing the workability of rates of bids with lower rates the offer is compared with the prevailing market rates and workability is decided.

While noting the explained procedures Shri Sanjeev Kumar Sharma suggested these should be separate committees for tender opening and evaluation. He also mentioned that the members of the tender opening committee could be of middle level, whereas for evaluation purpose the members need to be senior and should have adequate experience of handling tender matters. He also felt that while publishing tender notice care needs to be taken for publishing it in dailies having nationwide circulation.

- e) It was also mentioned that with increase of student intake a decision was taken to expand the basic infrastructure (Hostels/departamental expansion etc) for which large construction works had to be taken up in hand. For implementation of such works, M/s NBCC, M/s EPI, M/s Prashar Bharti, M/s CPWD are engaged as project implementing agencies after signing off MOU. Shri Sanjeev Kumar Sharma mentioned that M/s BSNL may also be interested in implementation of such works and a dialogue may be initiated.

**Item 1:** To confirm the minutes of the 55<sup>th</sup> meeting of the Building & Works Committee held on 10/02/2014.

**Reso.1:** "Resolved to confirm the minutes of the 55<sup>th</sup> meeting of the Building & Works Committee held on 15/05/2014."

**Item 2:** To note and approve the action taken on the resolutions passed at the 55<sup>th</sup> meeting of the Building & Works Committee held on 15/05/2014.

**Reso.2:** "Resolved to note and approve the action taken on the resolutions passed at the 55<sup>th</sup> meeting of the Building & Works Committee held on 15/05/2014."



**Item 3:** To consider and approve the actual revised estimate for the work of "Construction and Installation of Lawn Tennis Court in SVNIT, Surat" executed by M/s. Freewill Infrastructures Pvt. Ltd. of Pune.

**Reso.3 :** The committee discussed the matter in detail and noted that the proposal for increase of amount over approved tender sum because of provision of GI pipe post in place of MS angle post. This increase is small and only of 8.69%. It was added that the facility is completed and also made functional. The committee unanimously adopted following resolution(s);

"Resolved to recommend to the Board to approve the actual revised estimate of Rs. 1,45,25,320 (Appendix 3.1) for the work of "Construction and Installation of Lawn Tennis Court in SVNIT, Surat" executed by M/s. Freewill Infrastructures Pvt. Ltd. of Pune."

Resolved further that the provision for revision of estimate be increased and considered upto 25% of the estimated cost with full justification hence forth.

**Item: 4** To consider the proposal of the estimate for the External Colour work in Quarters Building in SVNIT, Surat for the estimated cost of ₹.25,76,410/-.

**Reso. 4 :** While presenting the item, it was submitted that the earlier painting works was done in July, 2008 and it has become long time due for repainting as per norms. The need was expressed by the residing staff members. It was also added that the present item is put up for approval to undertake painting works by inviting public offers etc.

"Resolved to recommend to the Board to approve the proposal for the External Colour work in Quarters Building in SVNIT, Surat for the estimated cost of ₹.25,76,410/-. (Appendix 4.1 ) by inviting open tender."

The committee further directed the Institute to strengthen the process of scrutiny of tenders etc. For this separate committee like tender opening committee & tender evaluation committee be constituted consisting of appropriate officers/teachers. The Institute is further directed to prepare the estimate etc. based on CPWD rate of schedule (DSR), where DSR is not available state SOR be taken into consideration for preparing estimate. Further for non DSR / Non SOR items market rate analysis be prepared and taken into account for maintaining uniformity.

**Item: 5** To consider and approve the recommendation of the tender committee to award the work of "Internal & External Colour Work of Raman Bhavan & Narmad Bhavan in SVNIT, Surat". Estimated Cost ₹43,10,000/-.

Reso. 5: While presenting this item on receiving the request and completing usual procedures sanction of B&WC to this works was received in its 55<sup>th</sup> meeting of B&WC dtd. 15.05.2014. It was added that the tenders were invited by following due procedures and as recommended by the tender committee offer of M/s Kuldevi Krupa Construction Co. of Surat, at 33.99% below is recommended being the L1. As regards assessing the reasonability of offer market analysis was carried out which shows that the said offer is 17.31% below. M/S Kuldevi Krupa Construction Co. of Surat have been carrying out works for this institute for past few years and their performance is satisfactory and unanimously adopted following resolution;

“Resolved to recommend to the Board to approve the recommendation of the tender committee to award the work of “Internal & External Colour Work of Raman Bhavan & Narmad Bhavan in SVNIT, Surat at 33.99% below the estimated cost of ₹43,10,000/-. (Appendix 5.1) to M/s Kuldevi Krupa Construction Co. of Surat”

**Item: 6 To consider and discuss the status of work for constructing multipurpose space frame.**

Reso. 6 : The background of the item was submitted where it was mentioned that the only offer of M/s Shanti Construction, at 3.53% above is compared with market rate analysis which is 8.25% below. While on this Shree Sanjeev Kumar Sharma desired to note as to who is the competent officer of M/s Prashar Bharti to approve the single offer and whether negotiations for reduction is necessary. It was clarified that Chief Engineer, Prashar Bharti is competent to approve single offer costing upto Rs. 7.5 crore. It was then added that the offered cost in the said tender is Rs. 4.75 crore and hence within the competence of Chief Engineer. As regards the rate negotiation it was submitted that the rates are already below as per market analysis and hence it may not be relevant to go for further reduction and unanimously adopted following resolution.

“Resolved to recommend to the Board to approve to award the work for constructing multipurpose space frame to M/s Shanti Structures Pvt Ltd, Rajkot at the cost of 3.53% above the estimated cost of Rs 4,59,13,557/- through M/s Prasar Bharti.”



**Item: 7** To consider and discuss the status of work of Construction of New Library Building in the SVNIT Campus, Surat.

**Resol. 7:** While explaining background it was mentioned that the presentation of the scheme and planning was made to both B&WC and BOG in earlier meetings. On finalization, further steps of detailing and preparing cost estimates are taken and as per the present proposal the item is submitted for approval to take further steps of tender invitation. While on this Shree Sanjeev Kumar Sharma desired to understand whether any scrutiny of item provision in the BOQ has been carried out and particularly any unneeded provisions are deleted or otherwise. On this it was submitted that the technical advisor has carried out the detailed scrutiny of the provisions etc and unnecessary items are changed. It was also added that the rates for items have been taken from CPWD schedule and for items not appearing in the schedule reference is made to Gujarat PWD schedule rates. Market basis are used when first two options are not available and such rates are also invariably compared with the prevailing trends. It was then mentioned that the unit area rate working out for this work is Rs.29246/sq mtr. and compares well with previous construction.

The committee also discussed about the award of work for construction of library to M/s NBCC Ltd. The committee also discussed about payable agency charges @ of 8.5% on Prime cost to M/s NBCC as it was given to understand that the CPWD despite repeated requests did not give any presentation for Library proposal etc. While on this it was mentioned that the agency charges being paid to the M/s NBCC will have to be compared with those of other agencies. But on the basis of presentation the planning of only M/s NBCC was approved / selected by the Insitute level committee and presentation was made by M/s Prasar Bharti, and M/s NBCC. Therefore finally work has been allotted to M/s NBCC and the BOG has also approved it in principle. The committee unanimously adopted following resolution(s);

“Resolved to recommend to the Board to approve the detail estimate of Rs 44.49 Crores (Appendix 7.1) inviting tenders for Construction of Central Library Building at SVNIT, Surat by M/s NBCC Ltd, New Delhi.”

**Item: 8** To consider the proposal of “Supply, installation, testing and commissioning one number of 45 KVA diesel generator set with

alternator, acoustic enclosure canopy and auto mains failure panel for 45 KVA 1 no. with allied works for cabling, civil work for foundation with earthing at Central Computer Centre at SVNIT, Surat." Estimated cost ₹.9,35,630/-.

**Reso. 8 :** While presenting this item it was submitted that the tripping of power supply happens frequently from supply provider and even the standby DG power in network does not become available due to overloading for running of the main server in the computer centre. This seriously affects the functioning of internet network and leads to total cutoff for quite some time, i.e. till the power supply is restored. Therefore to overcome this problem it is proposed to provide dedicated DG set of 45 kVA for the Central Computer Centre.

"Resolved to approve the proposal of "Supply, installation, testing and commissioning one number of 45 KVA diesel generator set with alternator, acoustic enclosure canopy and auto mains failure panel for 45 KVA 1 no. with allied works for cabling, civil work for foundation with earthing at Central Computer Centre at SVNIT, Surat." for the estimated cost of ₹.9,35,630/- (Appendix 8.1) through open tender."

**Item: 9** To consider the proposal of "Electrical Supply provision to lighting load of extension of Applied Chemistry and Applied Mathematics and air-conditioned load supply to extension of Applied Physics, Chemistry and Mathematics Department at SVNIT, Surat." Estimated Cost ₹.44,59,800/-

**Reso. 9:** It was submitted that the provisions towards internal electrification for the building under construction are included along with provisions for civil items. It was then added that the load calculations have been carried out and the demand is worked. While on the provisions in this item is towards laying of supply cables from the existing substation and also the provisions of LT control panels. Then it was added that the rates have been taken from Gujarat PWD SOR and for unavailable items prevailing market rates have been adopted. It was informed that the civil construction is in advance stage and hence it would be necessary to take actions towards external electric supply. The present proposal is for the approval of the estimate and for process of tender invitation etc.

"Resolved to recommend to the Board to approve the proposal of "Electrical Supply provision to lighting load of extension of Applied Chemistry and Applied Mathematics and air-conditioned load supply to extension of Applied



Physics, Chemistry and Mathematics Department at SVNIT, Surat.” for the estimated Cost of ₹.44,59,800/- (Appendix 9.1) through open tender.”

**Item: 10** To consider the proposal of “Separation of power supply of lighting and air-conditioned load from diesel generator set of existing Civil Engineering, Workshop and Applied Mechanics Department from substation-5 at SVNIT, Surat. Estimated Cost ₹.60,43,429/-”

**Reso. 10.** The background of this item was briefly explained. It was also mentioned that the scope under this item covers two components, viz. separation of air-conditioner load from DG set and redistribution of loads between two substations for avoiding frequent overloads. It was also added that the existing cables provide electrical supply to the Applied Mechanics Department, Civil Department and Workshop. These cables were laid more than 15 years back and there are quite a few joints. Therefore electric supply gets disturbed at a regular interval. To overcome this and to achieve better efficiency this proposal is initiated for approval to the estimate amounting to Rs. 60,43,429. On obtaining approval further tender invitation etc will be taken up.

While discussing this proposal it was advised that though the committee minutes cover background and justification etc, the item description does not indicate these. It was hence directed that the item note shall also briefly cover the background, justification etc.

“Resolved to recommend to the Board to approve the proposal of “Separation of power supply of lighting and air-conditioned load from diesel generator set of existing Civil Engineering, Workshop and Applied Mechanics Department from substation-5 at SVNIT, Surat for the estimated Cost of ₹.60,43,429/- (Appendix:10.1)through open tender”

**Item: 11** To consider and discuss the status of work for Annual Repairs & Maintenance of all building for SVNIT, Surat submitted by M/s. Prasar Bharti, Vadodara.

**Reso.11.** It was mentioned that the present proposal is for taking services of M/s Prasar Bharti for day to day maintenance of various buildings in institute campus. It was added that M/s Prasar Bharti has agreed initially to take up day to day maintenance for which they will charge 7% as agency charge. It was further added that the block cost has been worked out on plinth area basis using the

CPWD maintenance manual. It was also explained that M/s Prasar Bharti in turn will appoint contractors in consultation with this institute for carrying out the said scope. To a query it was submitted that the scope besides covering the labor cost also covers the cost of the materials. As also the payment will be released on the basis of measurement of executed scope as recorded by M/s Prashar Bharti.

During discussions it was also suggested that in future SVNIT may go for panel of contractors with approved rates and can award the works as per needs and in rotation etc.

“Resolved to recommend to the Board to award the work of annual repairs and maintenance (day to day maintenance) of all buildings of the institute to M/s Prasar Bharti at agency charges of 7% of executed work by inviting public tender for appointing contractor(s). Further resolved that the expenditure would however be restricted to estimated cost of Rs 252.60 lacs worked out as per CPWD norms on plinth area basis. (Appendix 11.1)”

**Item: 12** To consider the recommendation of the tender committee to award the work of “Supply, Installation, Testing & Commissioning two numbers of 500 KVA Heavy Duty Diesel Generator Set with Alternator, Acoustic Enclosure Canopy and Synchronization cum Auto Mains Failure Panel for 500 KVA 2 Nos. with allied works for cabling, Civil work for foundation with earthing at Substation-5 at SVNIT, Surat.” Estimated Cost Rs. 1,14,18,696/-

**Resol.12.** It was briefed that the said estimate for supply, installation etc. of two numbers of 500 kVA DG sets was approved by B&WC, BOG in the past. However, in the first call only one offer was received and the decision was taken to go for second call. During this process, representations were received for insertions of stipulations towards exemptions of EMD of SSI units etc. and hence process was cancelled and notice was issued for third time. The present proposal is for approval to the lowest offer M/s Jay Mech of Surat at 11.76% below. Besides that this tenderer is stationed at Surat and they have carried out some work for SVNIT in the past and is satisfactory. It was added that their offered rates are workable. The committee unanimously adopted following resolution;



“Resolved to recommend to the Board to approve to award the work of “Supply, Installation, Testing & Commissioning two numbers of 500 KVA Heavy Duty Diesel Generator Set with Alternator, Acoustic Enclosure Canopy and Synchronization cum Auto Mains Failure Panel for 500 KVA 2 Nos. with allied works for cabling, Civil work for foundation with earthing at Substation-5 at SVNIT, Surat. To M/s Jay Mech of Surat at 11.76% below the estimated Cost of Rs. 1,14,18,696/-. (Appendix 12.1)”

**Item: 13** To consider and approve the detailed estimate of Construction of Residential Quarters in SVNIT Campus, Surat.

**Reso. 13:** The variation in BOQ amount and estimated cost put to tender was observed by the institute with a view to avoid any ambiguity the committee unanimously adopted following resolution;

“Resolved to inform M/s NBCC Ltd to re-invite the tender and ensure that BOQ amount and estimated cost put to tender be remain same”

**Item: 14** To consider and discuss the estimates of work for Annual Reparis & Maintenance of Swami Vivekandand Bhavan, Mother Teresa Bhavan and New Guest House at SVNIT, Surat submitted by M/s NBCC Ltd., Surat.

**Reso. 14:** After understanding the background it was noted that the agency charges proposed by the M /s NBCC very high. In view of these it was considered appropriate to inform M/s NBCC to undertake day to day maintenance if they are agreeable to accept agency charges at 7% as in case of M/s Prasar Bharti.

“Resolved to award the work of annual repairs and maintenance (day to day maintenance) of all buildings constructed by M/s NBCC Ltd at the agency charges of 7% of executed work by inviting public tender for appointing contactor(s). Further resolved that the expenditure would however be restricted to actuals as per CPWD norms on plinth area basis.”

**Item. 15** To ratify the action taken by the Director in approving the revised estimate for the work of “Repair & Restoration of Applied Mechanics Department in SVNIT, Surat” executed by M/s Gaurav Builders of Surat.

**Reso. 15:** It was submitted that for rehabilitation and retrofitting of this department building, showing large settlement, cracking etc. a specialist consultant M/s BVR Infrastructure, Surat was appointed for project preparation and supervision after obtaining approval from B&WC. So also, M/s Gaurav builders were appointed for implementation of scheme. The contract scope is progressing speedily and would get completed soon. It was added in this regard that during actual execution because of some extra items, increase of quantity became necessary. It was mentioned that in case of works of this nature it is rather difficult to foresee all requirements at estimation stage and that is how the contracts provide for stipulation towards variations. In the present case the increase in cost because of both is of Rs. 58,000/- which is hardly 2.32% and much less than 10%. On these, it was mentioned that the upper limit of 10% of variations appears to have been recently revised to 25%. The details may be obtained and unanimously adopted following resolution; "Resolved to ratify the action taken by the institute to approve the revise estimate of Rs 24,85,407/- against the Rs 24,27,785/- for Repair & Restoration of Applied Mechanics Department in SVNIT, Surat" executed by M/s Gaurav Builders of Surat. (Appendix 15.1)"

**Item. 16** To ratify the action taken by the Director in approving the revised estimate for the work of "Repair & Restoration of Civil Engineering Department in SVNIT, Surat" executed by M/s Gaurav Builders of Surat.

**Reso. 16:** It was submitted that for rehabilitation and retrofitting of this department building, showing large settlement, cracking etc. a specialist consultant M/s BVR Infrastructure, Surat was appointed for project preparation and supervision after obtaining approval from B&WC. So also, M/s Gaurav builders were appointed for implementation of scheme. The contract scope is progressing speedily and would get completed soon. It was added in this regard that during actual execution because of some extra items, increase of quantity became necessary. It was mentioned that in case of works of this nature it is rather difficult to foresee all requirements at estimation stage and that is how the contracts provide for stipulation towards variations. In the



present case the increase in cost because of both is of Rs. 58,000/- which is hardly 2.32% and much less than 10%. On these, it was mentioned that the upper limit of 10% of variations appears to have been recently revised to 25%. The details may be obtained and unanimously adopted following resolution;  
“Resolved to ratify the action taken by the institute to approve the revise estimate of Rs 24,85,407/- against the Rs 24,27,785/- for Repair & Restoration of Civil Engineering Department in SVNIT, Surat” executed by M/s Gaurav Builders of Surat. (Appendix 16.1)”

**Item. 17**    **To consider and approve the detail estimate of construction of internal road around proposed residential towers at SVNIT, Surat.**

**Reso. 17:**    “Resolved to defer the Item.”

The meeting ended with vote of the thanks to the chair.

  
**(H.A. PARMAR)**  
**MEMBER SECRETARY**  
**BUILDING & WORKS**  
**COMMITTEE**

  
**(Dr. P.D. POREY)**  
**CHAIRMAN**  
**BUILDING & WORKS**  
**COMMITTEE**