



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT

MINUTES

Minutes of the *Thirty first* meeting of the *Finance Committee* of the Sardar Vallabhbhai National Institute of Technology Surat held on **Saturday, the 6th October, 2018** at 10:00 a.m. onwards at *Conference Room of the NIT Transit House, A-1,267, Safdarjung Enclave, New Delhi.*

The following were present:

- 1) **Prof. S. R. Gandhi** : **Chairman**
Director
SVNIT, Surat
- 2) **Shri Madan Mohan** : **Member**
Deputy Director General (HE) and
Bureau Head of NITs,
MHRD, New Delhi
- 3) **Shri Anil Kumar** : **Member**
Director (IFD)
MHRD, New Delhi
- 4) **Shri K. Rajan** : **Invitee**
Under Secretary to GOI,
MHRD, New Delhi
- 5) **Dr. B. K. Samtani** : **Invitee**
Professor, CED
SVNIT, Surat
- 6) **Dr. P. Kundu** : **Invitee**
Assistant Professor, EED
SVNIT, Surat
- 7) **Dr. P. K. Shah** : **Invitee**
Incharge Dy. Registrar (A/c)
SVNIT, Surat

8) **Dr. D.P. Vakharia** : **Member Secretary**
Incharge Registrar
(Prof. ME Dept.)
SVNIT, Surat

At the outset, Prof. S. R. Gandhi welcomed all the members to the meeting. The Chairman introduced the newly proposed Board members by the Senate Dr. B. K. Samtani, Professor, Civil Engineering Department and Dr. Prashant Kundu, Assistant Professor in Electrical Engineering Department. The Chairman proposed that the above members shall also serve as nominee in the Finance Committee. The members agreed to the same. He also expressed sincere apology for long delay in conducting FC meeting which was mainly due to the delays in completing the audit of the accounts for the F.Y. 2016-17. MHRD officials also expressed their concerns and displeasure for this delay and advised that these meetings must be conducted regularly. Even if the audit is delayed, the meeting could have been held earlier.

After above remarks, the agenda items were taken up as given below:

Item 1: To confirm the minutes of 30th Finance Committee held on 13/06/2017.

Reso. 1: MHRD representatives expressed that since the meeting was held about 16 months back, it is difficult to recollect the items and comment on the same. It was again emphasized to have the Finance Committee meetings regularly. It was resolved to confirm the minutes of 30th Finance Committee.

Item 2: To note and approve the action taken on the resolutions adopted by the Finance Committee at its 30th meeting held on 13/06/2017.

Reso. 2: MHRD representatives preferred to make no observations on the resolutions. However, MHRD representatives asked certain clarifications on the budget estimates and the funds received for the year 2017-18. The same was provided by Incharge Dy.Registrar (A/c). With the clarifications, the action taken report was approved.

Item 3: To Re-Consider and approve the proposal of Project Investigator of Civil Engineering Department through Dean (R&C) for purchase of "Recirculating Sediment Transport flume and Related Accessories" From M/s. Eutech India Pvt. Ltd., Chennai at the total cost of Rs. 2,08,35,059.70/- including of all taxes and commercial warranty of 3 years applicable from the date of installation with other terms and conditions state in his offer for Civil Engineering Department of Institute under DST Grant for R&D (4/208) and Institute Annual Plan Grant (2/164).

Reso. 3: The committee examined the details and observed that the comparative statement on page 17 has not been signed by many of the members of the tender committee. As per Appendix 3.3 attached, it was recommended in 29th Finance Committee held on 23rd February, 2017 that,

"..... Also it is recommended to the Purchase Committee of the Institute to look into the justification / rate analysis of the amount quoted, the terms of conditions etc. while submitting their recommendation to the Finance Committee of the Institute."

Moreover, in offer under consideration, as per the attached comparative statement price difference between L1 & L2 is nearly 100 % hence justification / rate analysis is necessary. In present form of the Comparative statement does not reflect requirement(s) and specification(s) under considerations, Purchase Committee of the Institute is hereby recommended to take necessary care before recommending to the Finance Committee. It was, therefore, suggested to submit proposal after above correction for consideration by circulation before releasing the purchase order.

Item 4: To Consider and approve the proposal of Principal Investigator of Mechanical Engineering Department through Dean (R&C) for the purchase of compressed Air Supply System from M/s. Shah Enterprise, Surat at the total cost of Rs. 56,38,547/- Including taxes with one years warranty and other terms and conditions state in his offer under the DRDO Sponsored Research Equipment Head Project (4/225).

Reso. 4: The members noted that the comparative statement is prepared during December 2017. There are no documents from the bidders extending the validity of the supply. The members suggested obtaining the consent for extending the validity for reconsideration before releasing the purchase order.

Item 5: To Consider and approve the recommendation for the purchase of Keithly make SCS Parameter Analyzer System (Model:4200-UPGRADE) as a proprietary item for Electronics Engineering Department of the Institute from M/s. Royal Electronics Sales & Services, Baroda at the total cost of Rs. 50,12,600/- inclusive of all tax with five years warranty with other terms and conditions state in his offer under the Annual Plan Grant (2/149).

Reso. 5: The members noted that the comparative statement is attached for enquiry, but for the amount higher than Rs. five lacs, the Institute procedure has to be carried out. It was advised to defer the item and bring back the item after following the due procedure of the purchase of the Institute.

Item 6: To ratify the action taken by the Director for to placing the order for extension of contract of M/s. G4S secure Solutions India Private Limited, Surat for providing security service as per ISO standard at SVNIT, Surat at the total cost of Rs. 1,17,76,137/- (One Crores Seventeen Lacs Seventy Six Thousand One Hundred Thirty Seven Only) for Three (03) month = (i.e. 01/01/2018 to 31/03/2018) in the campus of the institute on recommendation of Prof. I/c. Security System.

Reso. 6: Director explained about the necessity for renewal of the service contract to the existing agency, M/S G4S for a period of 3 months (1.1.2018 to 31.3.2018). This was required as the tender for security was not finalized in time. The existing agency agreed to provide the services at the same quoted rate with same terms and conditions. The members reviewed the details and approved ratification of the extension by the Director.

Item 7: To Consider and approve the proposal for extension of contract of M/s. G4S Secure Solutions India Private Limited, Surat for providing security service as per ISO standard at SVNIT, Surat at the total cost of Rs. 1,19,06,982/- (One Crores Nineteen Lacs Six Thousand Nine Hundred Eighty –Two only) for Three (03) month = (i.e. 01/04/2018 to 30/06/2018) in the campus of the institute on recommendation of Prof. I/c. Security System.

Reso. 7: Due to the further delays in finalizing the tender, it was necessary to renew the contract with one more extension of 3 months (1.4.2018 to 30.6.2018). The members reviewed the documents and approved the extension of contract to M/S G4S with the same terms and conditions.

Item 8: To consider and recommend to the Board of Governors, the Annual Account of the Institute for the year 2016-17.

Reso. 8: The members examined the detail Annual Account given in **Appendix 8.1**. Based on the review and necessary clarifications provided, the committee approved the Annual Account of the Institute for the year 2016-17 and recommended to place it before the Board.

Additional Agenda Items with the permission from the Chair :

Item 9: To consider and recommend the payment of House Rent Allowance to employees who wish to stay outside campus, though appointment letter has the compulsion to stay on campus.

Reso. 9: The committee discussed the matter at length, as the appointment of the faculty under considerations is a special case and affected faculty member is only one and also there is shortage of quarters at present, it is resolved to recommend the Board of Governors to take suitable resolution for consideration of payment of HRA to the applicant.

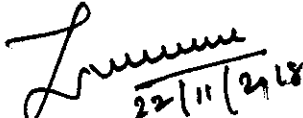
Item 10: To consider recommendation vide reso. 6 of the 63rd BWC in respect of the proposals for 5 New Building Projects to be executed through HEFA.


Reso. 10: The committee discussed the proposals for 5 New Building Projects to be executed through HEFA and its financial implications at length and resolved to approve the proposals and recommend to BoG for necessary approval.

Item 11: To ratify the decision taken by the director for general rules and revised rates of Institute Guest House with effect from September 1, 2017 regarding.


Reso. 11: The Chairman briefed the members that the earlier rates were too low (Rs. 600/ day) and as a result, the Institute were getting frequent request form various Alumni and Government officials to use the Guest House. In order to make the Guest House self-sufficient and to generate IRG, the rates have been revised to Rs. 2500/ day. The normal concessional rates are offered for the works related to Institutes activity. The members resolved to ratify the decision for revision of rate and further recommend to BoG to adopt the suitable resolution.

The meeting ended with thanks to all the members.


22/11/18
(Dr. D.P. Vakharia)
Incharge Registrar
Member Secretary


22/11/18
(Dr. S. R. Gandhi)
Chairman
Finance Committee

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CONFIRMED


अध्यक्ष / CHAIRMAN
वित्त समिति
FINANCE COMMITTEE
स. व. रा. प्रौ. सं. सुरत,
SVNIT, SURAT.