



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT

MINUTES

Minutes for the 34th meeting of the **Finance Committee** of the Sardar Vallabhbhai National Institute of Technology, Surat held on 10th October, 2019 at 10.00 a.m. in the **Conference Room of the NIT Transit House, C-15, Panchsheel Enclave, New Delhi.**

The following members were present:

- (1) ***Dr. S.R. Gandhi*** : **Chairman**
Director, SVNIT, Surat
- (2) ***Shri Madan Mohan*** : **Member**
Add. Director General
MHRD, New Delhi
- (3) ***Ms. Darshana Dabral*** : **Member**
Joint Secretary & FA
MHRD, New Delhi
- (4) ***Dr. B.K. Samtani*** : **Member**
Professor, CED, SVNIT, Surat.
- (5) ***Dr. P. Kundu*** : **Member**
Asso. Prof., EED, SVNIT, Surat
- (6) ***Shri R.D. Ruparel*** : **Member**
I/C. Dy. Registrar (A/Cs.)
SVNIT, Surat
- (7) ***Dr. P. L. Patel*** : **Special Invitee**
Deputy Director, SVNIT Surat
- (8) ***Dr. P.V. Timbadiya*** : **Special Invitee**
Prof. I/C. Finance & Accounts
Asso. Prof., CED, SVNIT Surat
- (9) ***Dr. K.D. Yadav*** : **Member - Secretary**
I/C. Registrar & Asso. Prof. CED
SVNIT, Surat.

The Director and Chairman of the Finance Committee of the Institute warmly welcomed Dr. P. L. Patel, Deputy Director SVNIT, Surat. Further, he also welcomed all the members specially Shri Madan Mohan, Add. Director General, MHRD, New Delhi and Ms. Darshana Dabral, Joint Secretary & FA, MHRD, New Delhi for sparing their valuable time.

The following business was transacted:

Item 1: To confirm the minutes of the 33rd meeting of the Finance Committee held on 15/06/2019.

Reso 1: Finance Committee noted the minutes of 33rd Finance Committee meeting held 15th June, 2019.”

Item 2: To note and approve the action taken on the resolutions adopted by the Finance Committee in its 33rd meeting held on 15/06/2019.

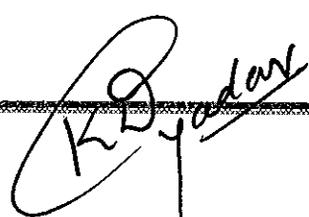
Reso 2: “Resolved to approve the action taken on the resolutions adopted by the Finance Committee at its 33rd meeting held on 15th June, 2019.”

Item 3: To note and recommend to Board to ratify the action taken by the Director and Chairman- BoG's, SVNIT, Surat for approving the Annual Account of the Institute for the year 2018-19 (pre-audited by M/s Todi Tulsian and Company, Surat) for further submission to the Office of the Principal Director of Audit (Central), Ahmedabad for audit.

Reso 3: “Resolved to recommend to the Board to ratify the action taken by the Director and Chairman- BoG's, SVNIT, Surat for approving the Annual Account of the Institute for the year 2018-19 (pre-audited by M/s Todi Tulsian and Company, Surat) for further submission to the Office of the Principal Director of Audit (Central), Ahmedabad for audit (APPENDIX:3.1).”

Item 4: To note the letter received from MHRD, New Delhi bearing No.F.No.36-3/2019 TS.III (Vol.I) dated 22/08/2019 regarding increasing Budget allocation of SVNIT, Surat for Financial year 2019-20.

Reso 4: “Finance committee resolved to note the letter received from MHRD, New Delhi bearing No.F.No.36-3/2019 TS.III (Vol.I) dated 22/08/2019 regarding



increasing the Budget allocation of SVNIT, Surat for Rs.125.00 Cr. for Financial year 2019-20.”

Further, it is resolved that expenditure to be made under OH-31 be minimized under operating expenses (Manpower and Services).

Item 5: To note and recommend to the Board about the report on action taken on Annexure-A to Audit Report of financial year 2017-18 and Separate Audit Report (SAR) of financial year 2016-17 regarding.

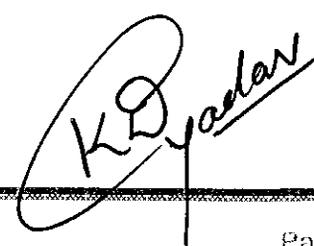
Reso 5: “Resolved to note and recommend to the Board to approve action taken on Annexure-A to Audit Report of financial year 2017-18 (APPENDIX:5.1) and Separate Audit Report (SAR) of financial year 2016-17 (APPENDIX:5.2).”

Item 6: To consider and approve the report submitted by the Committee constituted to check the compliance of prescribed procedure and relevant GFR in the purchase of some of the items over sighted by the 48th Meeting of Board of Governors while noting the minutes of the 58th to 66th meeting of the Purchase Committee and 58th to 62nd meeting of the Building & Works Committee.

Reso 6: The report of the committee constituted to check compliance of prescribed procedure and relevant GFR was tabled during the meeting. In view of the limited time available for members to examine the report, it is resolved to defer the same to next Finance Committee for further action. It is further resolved that Institute will submit the report of said committee to MHRD for further review.

Item7: To consider and approve the report submitted by the Committee constituted to revise present distribution of payment from consultancy and research project keeping in view Internal Revenue Generation (IRG)/Corpus fund of the Institute.

Reso 7: “ Resolved to recommend to the Board to approve the revised distribution of payment from consultancy and research project keeping in view to improve Internal Revenue Generation (IRG)/ Corpus fund of the Institute (APPENDIX:7.1) with prospective effect (i.e. October 10, 2019).



Further, it is resolved to recommend to the Board to prepare guidelines for utilization of Director's Discretionary fund and be placed in ensuing FC/BoGs for noting.

Item 8: To note and recommend to Board the minutes of 5th Meeting of ICSR Board held on 06/05/2019.

Reso 8: "Resolved to recommend to the Board to pay interest to Research & Consultancy A/c from Director SVNIT, MHRD fund A/c for the amount and time mentioned in resolution No.8 of ICSR Board meeting held on 26/04/2019, on external sponsored research projects (savings account) only."

Item 9: To note and recommend to Board for opening of Bank Account exclusively for DST-SERB projects.

Reso 9: "Finance Committee noted and resolved to recommend to Board for opening of Bank Account exclusively for DST-SERB project."

Item 10: To note and approve the Minutes of the 70th and 71st meeting of the Purchase committee meeting held on 19/07/2019 and 26/08/2019 respectively.

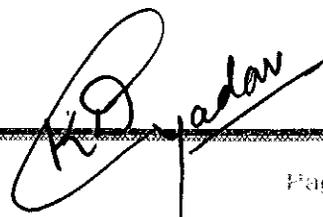
Reso 10: "Finance Committee noted minutes of 70th and 71st meeting of the Purchase committee meeting held on 19/07/2019 and 26/08/2019 respectively."

"Finance Committee was informed that GFR 2017 and Government of India's relevant guidelines be followed by Institute for the purchase of all the items."

Further, it is resolved that items having financial implications more than Rs.50 lakh be included as separate agenda of Finance Committee/ Board in future.

Further, it is resolved to review the past expenditure and propose annual ceiling for the expenditure involving more than Rs.50.00 lakhs from Institute annual grant.

Item 11: To ratify the action taken by the Institute and recommend to Board for implementation of O.M.No.15-2/2019-TC dated 16/07/2019 issued by MHRD, New Delhi regarding revision of rates of Ph.D scholarship in AICTE and Centrally Funded Technical Institutions under MHRD, New Delhi.



Reso. 11: “Resolved to ratify the action taken by the Institute and recommend to Board for implementation of O.M.No.15-2/2019-TC dated 16/07/2019 issued by MHRD, New Delhi regarding revision of rates of Ph.D scholarship in AICTE and Centrally Funded Technical Institutions under MHRD, New Delhi w.e.f. 01/01/2019 as detailed below;

(1)	Fellowship for the First two years from the date of admission	Rs.31,000/- p.m.
(2)	Fellowship after completion of two years from the date of admission	Rs.35,000/- p.m.

Item 12: **To consider and recommend to Board to approve the revised MOA (Memorandum of Association) of SVNIT Alumni Association.**

Reso12: Finance Committee was briefed about the revised MoA of SVNIT Alumni Association and the changes made thereof were also discussed. Further, the minutes of 2nd meeting of Managing Committee of SVNIT Alumni Association was discussed. Further, unsigned copy of the minutes of 4th meeting of Managing Committee of SVNIT Alumni Association vide No.SAA/2019-20/1 and letter dated October 7, 2019 vide No.SAA/2019-20/2 was brought by Director and put up to the Finance Committee.

“Resolved to recommend to the Board to constitute a committee to review the revised MoA of SVNIT Alumni Association. Further resolved that committee should have external members from academic institutions like IITs/NITs including one member from Alumni of SVNIT, Surat. Further, Director is empowered to constitute aforesaid committee.”

Further, the Committee resolved to recommend to the Board for opening separate donation and CSR fund account of Institute in line with IIT Gandhinagar as per section 21(1) C of the NIT Act, 2007 (29 of 2009) and strive to obtain 35 AC, 35 (1) (2) and 35 2(a) certificate, for exemption of income tax from CSR activity within the Research Institute.

Item13: **To ratify the action taken by the Institute to award of work order for providing Institute Level Security Service at SVNIT, Surat Campus to M/s. Bimla Enterprises at the total cost of Rs. 3,87,18,533/- for the period of one year w.e.f. 01/09/2019.**

Reso 13: “Finance Committee noted that administrative approval of item was taken in 33rd Finance Committee meeting held on 15/06/2019.”

“Further, resolved to note the action taken by the Institute Director for awarding work for providing Institute Level Security Service at SVNIT, Surat Campus to M/s. Bimla Enterprises at the total cost of Rs. 3,87,18,533/- for the period of one year w.e.f. 01/09/2019 through Government e-Market place (GeM) as per GFR 2017.”

Item 14: **To consider and recommend to the Board to approve the proposal of Higher Education Funding Agency (HEFA) for the Institute for 5 new Building Projects.**

Reso. 14: “Resolved to consider and recommend to the Board to approve the proposal of Higher Education Funding Agency (HEFA) for the Institute for 5 new Building Projects as mentioned at following table.

Sr. No.	Name of the proposed projects	Built up Area (Sq.mt.)	Approx. Cost of Project
1	Construction of New Administrative Building	7200	3484.81
2	Construction of two lecture hall Complex	1800	935.59
3	Construction of Mega Mess	4500	2185.65
4	Construction of Residential Quarters Type – III	700	2648.91
5	Construction of Common Facility complex	6800	341.62
Total Rs.			9596.58

“Further, resolved to communicate the said HEFA proposal with DPR to MHRD for necessary action.”

Item 15: **To consider and recommend to the Board to approve the Detailed Project Report (DPR) for additional Infrastructure required for implementation of reservation for Economically Weaker Section (EWS).**

Reso15: “Resolved to consider and recommend to the Board to approve the Detailed Project Report (DPR) for additional Infrastructure required for implementation of reservation for Economically Weaker Section (EWS).”

Item 16: **To consider and recommend to the Board to note the Minutes of meeting of Institute officials on Tuition Fee for SC/ST students of M.Tech & Ph.D held on 09/09/2019.**

Reso. 16: “Resolved to note and recommend to the Board the Minutes of meeting of Institute officials on Tuition Fee for SC/ST students of M.Tech & Ph.D held on 09/09/2019 with reference to letter received from Indian Audit and Accounts Department, vide letter No. K.L.P (Vyay)/FN/SVNIT/ow-30 dated 12/04/2019 or till further guidelines released by MHRD, Govt. of India.”

Item 17: **To consider and renew the Pre-auditing work of the Institute Account for the Year 2019-20 to Chartered Account M/s Todi Tulsyan and Company.**

Reso17: “Resolved to consider and renew work order of Chartered Accountant M/s. Todi Tulsyan and Company, Surat for pre-auditing work of the Institute Account for the financial year 2019-20 with same rate, terms and conditions as it was for Financial Year 2018-19.”

Further resolved that the financial year 2019-20 is final year of extension to Chartered Accountant M/s. Todi Tulsyan and Company, Surat and institute is advised to start process of new appointment for 2020-21.”

Item from Chair:

Item C1: **To note the query raised by Audit team for Special Audit Programme for SVNIT, Surat during August 26, 2019 to September 3, 2019 and its reply thereof submitted by the Institute.**

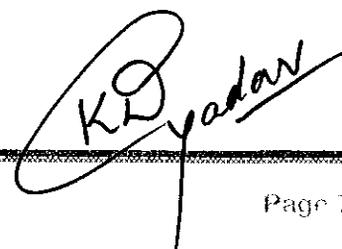
Reso C1: Resolved to note the query raised by Audit team for Special Audit Programme for SVNIT, Surat during August 26, 2019 to September 3, 2019 and its reply thereof submitted by the Institute (**APPENDIX:C1**).”

Item C2: **To approve and recommend the Board of Governors for granting enhanced Special Allowance to the Dy. Director, Deans, Chief Hostel Warden and Wardens of SVNIT.**

Reso C2: Item be withdrawn and put up for ensuing FC/BoG as regular agenda item.

Item C3: **To consider and recommend to Board to approve the Revised Budget Estimate for the year 2019-20 and Budget Estimate for the year 2020-21 of the Institute.**

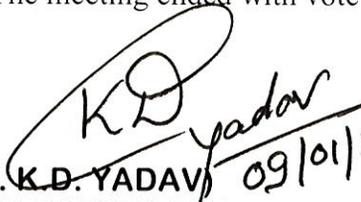
Reso C3: Item be withdrawn and put up for ensuing FC/BoG as regular agenda item.



Item C4: To ratify and note the action taken by the Institute for providing Housekeeping and Mechanized Sanitation work contract as per ISO Standard at SVNIT, Surat Campus to M/s Rajdeep Enterprise, Gandhinagar upto 31/10/2019.

Reso. C4: “Resolved to ratify the action taken by the Institute for providing extension for Housekeeping and Mechanized Sanitation work contract as per ISO Standard at SVNIT, Surat Campus to M/s Rajdeep Enterprise, Gandhinagar upto 31/10/2019.”

The meeting ended with vote of thanks to the Chair.


(Dr. K.D. YADAV)
MEMBER SECRETARY
FINANCE COMMITTEE

09/01/2020

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CONFIRMED


(Dr. S.R. GANDHI)
DIRECTOR
SVNIT, SURAT

09/01/2020


(Dr. S.R. GANDHI)
CHAIRMAN
FINANCE COMMITTEE

09/01/2020