



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.

MINUTES

Minutes for the 35th meeting of the Finance Committee of the Sardar Vallabhbhai National Institute of Technology, Surat held on Thursday, the 9th January, 2020 at 11:00 a.m. onwards in Room No. 109-C, Shashtri Bhavan, MHRD, New Delhi.

The following members were present:

1. **Dr. S.R. Gandhi** : **Chairman**
Director, SVNIT, Surat
2. **Shri Madan Mohan** : **Member**
Add. Director General (HE)
MHRD, New Delhi
3. **Mrs. Darshana Dabral** : **Member**
Joint Secretary & FA
MHRD, New Delhi
4. **Dr. P. Kundu** : **Member**
Asso. Prof., EED, SVNIT, Surat
5. **Shri R.D. Ruparel** : **Special Invitee**
I/C. Dy. Registrar (A/Cs.)
SVNIT, Surat
6. **Dr. P. L. Patel** : **Special Invitee**
Deputy Director, SVNIT Surat
7. **Dr. P.V. Timbadiya** : **Special Invitee**
Prof. I/C. Finance & Accounts
Asso. Prof., CED, SVNIT Surat
8. **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 all the members specially Shri Madan Mohan, Add. Director General (HE), MHRD, New Delhi and Mrs. Darshana Dabral, Joint Secretary & FA, MHRD, New Delhi for sparing their valuable time.



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The following business was transacted:

Item 1: To confirm the minutes of the 34th meeting of the Finance Committee held on 10/10/2019.

Reso 1: Finance Committee confirmed the minutes of 34th Finance Committee meeting held 10/10/2019.”

Item 2: To note and approve the action taken on the resolutions adopted by the Finance Committee in its 34th meeting held on 10/10/2019.

Reso 2: Finance Committee noted the resolutions of each item and resolved to approve the action taken on the resolutions adopted by Finance Committee in its 34th Meeting held on 10/10/2019.

Item 3: To note and approve the Minutes of the 72nd meeting of the Purchase committee meeting held on 11/12/2019.

Reso 3: “Resolved to note the items and further resolved not to put up the minutes of the Purchase Committee as Agenda items in Finance Committee”.

“Resolved further that, items costing more than Rs.50.00 lakhs be only put up in the Finance Committee as separate Agenda items.”

Item 4: To note and approve the Minutes of the 65th meeting of the Building & Works Committee meeting held on 13/12/2019.

Reso 4: “Resolved to note the items and further resolved not to put up the minutes of the Building & Works Committee as Agenda items in Finance Committee”.

“Resolved further that, items costing more than Rs.50.00 lakhs be only put up in Finance Committee as separate Agenda items.”

Item 5: To ratify the action taken by the Institute to award of work order for providing Cleaning and Sanitation Service at SVNIT, Surat Campus to M/s. G4S Facility Services (India) Private Limited at the total cost of Rs. 3,02,91,915/- for the period of one year w.e.f. 01/11/2019 to 01/11/2020.

Reso 5: The Finance Committee ratified the action taken by the Institute to award of work order for providing Cleaning and Sanitation Service at SVNIT, Surat Campus to M/s. G4S Facility Services (India) Private Limited at the total cost of Rs. 3,02,91,915/- for the period of one year w.e.f. 01/11/2019 to 01/11/2020.

“Resolved further to recommend to Board of Governors to ratify the action taken by the Institute to award the work order for providing Cleaning and Sanitation Service at SVNIT, Surat Campus to M/s. G4S Facility Services (India) Private Limited at the total cost of Rs.3,02,91,915/- for the period of one year w.e.f. 01/11/2019 to 01/11/2020 .”

Pranav
3/13/2020

Item 6: To ratify the action taken by the Institute to award of work order for providing Man Power Outsourcing Service Work at SVNIT, Surat Campus to M/s. Lucky Management Services, Gandhinagar at the total cost of Rs. 4,22,03,382/- for the period of one year w.e.f. 01/12/2019 to 01/12/2020.

Reso 6: The Finance Committee felt that the manpower requirement is still on higher side. It may be rationalized by the Institute. The Finance Committee further resolved to recommend to the Board to charge IIIT Surat, the expenditure incurred in manpower in the campus after due apportion.

“Resolved further to recommend to Board of Governors to ratify the action taken by the Institute to award of work order for providing Man Power Outsourcing Service Work at SVNIT, Surat Campus to M/s. Lucky Management Services, Gandhinagar at the total cost of Rs. 4,22,03,382/- for the period of one year w.e.f. 01/12/2019 to 01/12/2020.

Item7: To ratify the action taken by the Institute to accept the recommendation of the tender committee to award the work of “Renovation of Old Library Building (Incubation Center) at SVNIT Campus, Surat.” to lowest quoting agency M/s. R. O. Agrawal of Surat at their quoted rate of 8.95% above the estimated cost of Rs.1,44,67,449/- for the total cost of Rs.1,57,62,286/-”.

Reso 7: The Finance Committee noted that administrative and financial approval is already taken from Finance Committee and Board of Governors in its meeting held on 30/03/2019. As the variation of cost of the work is not more than 10% of estimated cost, the tenders are not required to be approved by Finance committee and Board of Governors.

It was informed in 32nd Finance Committee and 48th Board of Governors Meeting held on 30/03/2019, processing of tender approval to be done by Institute after following GFR 17.

Item 8: To consider and recommend to Board to approve preliminary estimate of Rs.1,15,78,801/- including Electrical work (including 5.0% contingencies charges) prepared by CPWD for Renovation of Old A-type (A-1 to A-6) Quarters at SVNIT Campus, Surat and also to execute the work through CPWD.

Reso 8: “Resolved to recommend to Board of Governors to approve preliminary estimate of Rs.1,15,78,801/- including Electrical work (including 5.0% contingencies charges) prepared by CPWD for Renovation of Old A-type (A-1 to A-6) Quarters at SVNIT Campus, Surat and also to execute the work through CPWD subject to availability of fund.

Item 9: To consider and recommend to Board to approve the preliminary estimate of Rs.99,53,049/- including Electrical work (including 5.0% contingencies charges) prepared by CPWD for Renovation of Staff Club Building at SVNIT Campus, Surat and also to execute the work through CPWD.

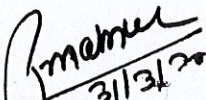
- Reso 9:** “Resolved to recommend to Board of Governors to approve the preliminary estimate of Rs.99,53,049/- including Electrical work (including 5.0% contingencies charges) prepared by CPWD for Renovation of Staff Club Building at SVNIT Campus, Surat and also to execute the work through CPWD subject to availability of fund.”
- Item 10:** **To consider and recommend to Board to approve the estimate for the Repair and Restoration work of Civil Engineering Department and Applied Mechanics Department (South-East portion) at SVNIT Campus, Surat for the estimated cost of Rs.1,09,38,010/- and also approved to invite tenders through uploading the same on Institute website/CPPP.**
- Reso 10:** “Resolved to recommend to Board to approve the estimate for the repair and Restoration work of Civil Engineering Department and Applied Mechanics Department (South-East portion) at SVNIT Campus, Surat for the estimated cost of Rs.1,09,38,010/- subject to availability of fund.
- “Resolved further to recommend to Board of Governors, if CPWD declines the said work, then, the work be allotted by inviting tender through uploading on Institute website/CPPP.”
- Item 11:** **To consider and recommend to Board to approve the proposal of estimate of Rs.1,66,39,165/- of Special Repair work (Major Maintenance Work) in Tagore Bhavan.**
- Reso. 11:** “Resolved to recommend to Board to approve the estimate of Rs.1,66,39,165/- of Special Repair work (Major Maintenance Work) in Tagore Bhavan subject to availability of fund.”
- “Resolved further to recommend to Board of Governors, if CPWD declines the said work, then, the work be allotted by inviting tender through uploading on Institute website/CPPP.”
- Item 12:** **To consider and recommend to Board to approve the proposal of estimate for the Internal Colour Work in Swami Vivekanand Bhavan at SVNIT, Surat for the estimated cost of Rs.1,50,06,470/- and estimated cost of Rs.76,97,255/-for the External Colour Work in Swami Vivekanand Bhavan at SVNIT, Surat.**
- Reso12:** “Resolved to defer the item and resolved to put the said item before Finance Committee after approval of Building & Works Committee.”
- Item13:** **To consider and recommend to Board to approve the proposal of the estimate for the work of Repair and Re-carpeting of existing Campus Road in SVNIT, Surat for the estimated cost of Rs.4,92,87,110/-.**
- Reso 13:** “Resolved to recommend to Board to approve the proposal of estimate for the work of Repair and Re-carpeting of existing Campus Road in SVNIT, Surat.”
- “Further, resolved to recommend to Board to approve the estimate of the said item for the first phase, amounting to Rs.1,65,87,000/-.

- Item 14:** 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. 14:** "Resolved to refer the item to MHRD for uniform implementation throughout NITs. Further resolved to put up the item after receiving guidelines from MHRD."
- Item 15:** To note the submission of Budget Estimate for the year 2020-21 of the Institute to MHRD, New Delhi.
- Reso15:** The Finance Committee noted the submission of Budget Estimate for the year 2020-21 of the Institute to MHRD, New Delhi. Further Finance Committee was informed by the Institute about the presentation of Budget for the year 2020-21 to MHRD on December 13, 2019.
- Item 16:** To consider and recommend to Board to approve provision and reimbursement of expenses towards telephone communication to entitled officers (Teaching & Non Teaching).
- Reso. 16:** "Resolved to recommend to Board of Governors to approve provision and reimbursement of expenses towards telephone communication to entitled officers (Teaching & Non Teaching) strictly as per O.M. No. 24 (3)/E.Coord/2018, dated 26th March 2018 received from Ministry of Finance, Government of India (APPENDIX:16.1)."
- Item 17:** 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 oversights 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.
- Reso17:** "Resolved to wait for the reply from MHRD on the office letter No. E/2261 dated 25/10/2019 (APPENDIX:17.1) on the report (APPENDIX: 17.2)."
- Item 18:** To consider and recommend to Board to grant post facto permission for re-appropriation of fund made by the Institute during the year 2017-18 and 2018-19.
- Reso 18:** The Finance committee suggested that, Institute may recoup the negative balance shown in OH-31 and OH-36, utilized amount of corpus fund, student caution money etc. from IRG (Institute Revenue Generation) in next two to three financial years. The Finance Committee further suggested, if required, Institute may amend the guidelines for utilization of IRG through Finance Committee/ Board of Governors.
- Item 19:** To consider and recommend to Board to close SBI Current Account of NIT Meghalaya held at SVNIT Branch & transfer of amount to NIT, Meghalaya account.


Finance
2/12/2020

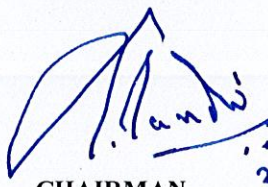
Reso 19: "The Finance Committee resolved to recommend to Board to close SBI Current Account of NIT Meghalaya held at SVNIT Branch & transfer of amount of Rs.42,94,795/- to NIT, Meghalaya account as per their request vide letter No.NITMGH/FA/Audit/ 2019-20/1490-A dated 31/10/2019.

The meeting ended with vote of thanks to the Chair.


31/3/2020
REGISTRAR
MEMBER SECRETARY
FINANCE COMMITTEE

CONFIRMED


31/3/2020
DIRECTOR
SVNIT, SURAT


31/3/2020
CHAIRMAN
FINANCE COMMITTEE