



સરદાર વલ્લભભાઈ રાષ્ટ્રીય પ્રૌદ્યોગિકી સંસ્થા, સુરત
सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत

SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT

(An Institute of National Importance, Established under NITSER Act by Ministry of Education, Govt. of India)



C/FC(42)/1858

Date: 23/08/2021

To,
All the Members
Finance Committee
SVNIT, Surat

SUB: Minutes of the 42nd Meeting of the Finance Committee of SVNIT,
Surat held on 17/08/2021.

Sir/Madam,

Please find enclosed the Minutes of the 42nd meeting of the Finance Committee for Sardar Vallabhbhai National Institute of Technology, Surat held on 17/08/2021 for your kind perusal and comments, if any.

The comments, if any, may please be sent back preferably within 7 days to take appropriate action as per decision of the Finance Committee.

Encl.: As above


(Dr. Pramod Mathur)
REGISTRAR &
MEMBER SECRETARY

Copy to:
Director/ Dy. Director/ Registrar



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.

MINUTES

Minutes of 42nd Finance Committee meeting of the Sardar Vallabhbhai National Institute of Technology, Surat held on Tuesday, 17th August, 2021 at 10:30 a.m. in the Conference Room of the institute.

1. **Dr. S.R. Gandhi** : Chairman
Director, SVNIT, Surat
2. **Shri Indrajit Kuri** : Member
Under Secretary (NITs),
Representing Shri Mrutyunjay Behera,
Economic Adviser (HE), Ministry
Education, Govt. of India, New Delhi
(Present through VC/OAEM)
3. **Dr. R. A. Christian** : Member
Professor, CED,
SVNIT, Surat
4. **Dr. P. V. Bhale** : Member
Associate Professor, MED
SVNIT, Surat
(Present through VC/OAEM)
5. **Dr. P. L. Patel** : Special Invitee
Deputy Director, SVNIT Surat
6. **Dr. P.V. Timbadiya** : Special Invitee
Prof. I/C. Finance & Accounts
Asso. Prof., CED, SVNIT Surat
7. **Dr. Pramod Mathur** : Member Secretary
Registrar, SVNIT, Surat

The representative from IFD, Ministry of Education, Govt. of India informed inability to join the meeting due to involvement in some other work. However, the Members were informed about the comments on the FC Agenda items as received from IFD, Ministry of Education on 16.8.2021. Dr P.V. Timbadiya PIC (Finance & Accounts) was present to discuss the matters related to Finance & Accounts, and Dr. S. R Arkatkar, Associate Dean (Planning & Development) was invited to attend the meeting to discuss the matters related to the Estate & Store Section. At the outset, the Director and Chairman Finance Committee extended warm

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welcome to all the members present and briefed the developments & activities being taken up at institute. Thereafter, the agenda items were taken up for discussion:

Item 42.01: To confirm the minutes of the 41st meeting of the Finance Committee held on 29/06/2021.

Reso 42.01: The minutes of the 41st Finance Committee was circulated to all the members of the Finance Committee and no comments were received from any member. Therefore, it was:

“Resolved to confirm the minutes of the 41st Meeting of the Finance Committee held on 29/06/2021.”

Item 42.02: To note and approve the action taken on the resolutions adopted by the Finance Committee in its 41st meeting held on 29/06/2021.

Reso 42.02: *“Resolved to note and approve the action taken on the resolutions adopted by the Finance Committee in its 41st meeting held on 29/06/2021.”*

Item 42.03: To note the minutes/recommendations of the 72nd meeting of the Building & Works Committee to be held on 10/08/2021

Reso 42.03: *“Resolved to note the Minutes of the 72nd Meeting of the Building & Works Committee meeting held on 10/08/2021 as per Statues 12(5) of NIT Act”.*

Item:42.04: To consider and recommend to the Board of Governors to approve the amount of consultancy fees for Consulting Services for various projects to be taken up in SVNIT Campus under HEFA to be paid by SVNIT by adopting suitable resolution(s).

Reso. 42.04: The Committee was briefed about the procedure followed by the Institute for the appointment of Architects/Consultants in the past and the fees related issues which were discussed in the B&WC /FC meetings from time to time. In the 65th meeting of Building Works Committee dated 16.02.2021 the matter related to payment of Architect fee was discussed and was subsequently discussed in the 40th Finance Committee meeting held on 24.03.2021.

As informed by the Dean (P&D), the matter was discussed with Superintendent Engineer, CPWD and they have informed that payment to be made towards Architecture fees for various SVNIT projects to be executed by CPWD under HEFA will not be possible through CPWD. Further, it was also informed that


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SVNIT/ CPWD has not considered the item of Architect /Consultant fees in the estimates for planned HEFA projects within the Institute. Therefore, it is required to make the payments by the SVNIT and approval may be granted to make the payments towards Architect /Consultant fees hired for HEFA projects. As per comments received from IFD, Ministry of Education ‘*May be recommended as this item was not included in the CPWD estimate. Payment is to be made from IRG of the institute. Who has hired the Architect and how? CPWD/NIT may be discussed*’. It was clarified that the appointment process for Architect was taken up by the institute with procedure highlighted in the relevant Finance Committee Meetings. After deliberations it was:

“Resolved to recommend the Board of Governors of SVNIT Surat to approve the payment of fees to the Architects for various projects to be taken up under HEFA funding in SVNIT Campus which will be paid in due course of time by the institute (SVNIT). The amount will be paid from IRG of the institute.”

Item 42.05 To consider and recommend to the Board of Governors to ratify the action taken by the Director in approving the revised estimate for the work of “Renovation of Old Library Building (Incubation Center) at SVNIT Campus, Surat” to M/s. R. O. Agrawal of Surat.

Reso. 42.05 The Committee was briefed that, against the work for Renovation of Old Library Building (Incubation Center) at SVNIT Campus, Surat some essential additional works were approved by the Director during execution of the project, which needs approval of the Finance Committee. The matter was recommended by the Building & Works Committee in its meeting held on 10th August 2021. The summary of tender cost, extra items and actual amount of work done is as follows:

Sr. no.	Description	Approved amount of Items: (Rs.)
1.	Tender Cost of 8.95% above the Estimated cost of Rs. 14467496.67	1,57,62,337.62
2.	Approved 1 st time extra items vide submitted approval no: Estate/197/2020-21, dt:22/10/2020	23,13,249.49
3.	Approved 2 nd time extra items vide submitted approval no: Estate/295/2020-21, 10/02/2021	1,39,105.60

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Sr. no.	Description	Approved amount of Items: (Rs.)
4.	3 rd time extra items vide note dated 26/06/2021.	3,74,586.05
Total :		1,85,89,278.76

Accordingly, the actual revised estimate will be of Rs.1,85,89,278.76/- (Rupees One crore Eighty Five lakh Eighty Nine thousand Two hundred Seventy Eight and Seventy Six paisa only). The initial estimated cost of the work was Rs.1,44,67,496.67. After deliberations, it was:

“Resolved to ratify the action taken by the Director for approving extra work of Rs.1,39,105.60 & Rs.3,74,586.05 for the work of Renovation of Old Library Building (Incubation Center) at SVNIT Campus, Surat to M/s. R. O. Agrawal of Surat. The total approved amount for the said work will be Rs.1,85,89,278.76/-”

Item 42.06: To consider and recommend to Board of Governors to grant administrative approval for availing Annual Cleaning and Sanitation Services to the Institute at the total cost of Rs.2,90,00,000/- (Rupees Two Crore Ninety Lacs Only) including Taxes under the head of “M&R Building Maintenance (1/92)”.

Reso. 42.06 The Committee was briefed that, the existing annual contract for cleaning and sanitation service work placed to M/s Pravin Kumar Kanjibhai Vaja (Bansi Enterprise), Rajkot is going to expire on 31.10.2021. Therefore, it is necessary to invite the fresh tenders through GeM/ CPPP for the above said work as per GFR 2017. Further, in order to improve the quality of service, the Minimum Rate per sq.ft. for providing the service is being increased to Rs.0.05 per day against the existing rate of Rs.0.04 per day. The total area has been re-estimated to 34,69,300 sq.ft [by excluding some buildings such as Old Gajjar Bhawan, present Administrative Block, New CRC, three C type Building (as they are either to be demolished or under renovation) and adding of some new buildings (i.e. AHINE, Staff Club, part of B type quarters etc.)] against the existing 36,44,500 sq.ft. The Ministry representative advised that if the service provided by the Service Provider is not satisfactory, then the service provider should be warned and process should be initiated to blacklist the firm. Adequate justification should be included for increasing the minimum rate. After deliberation it was;

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“Resolved to recommend to the Board of Governors to grant administrative approval for availing Annual Cleaning and Sanitation Services to the Institute at the total cost of Rs.2,90,00,000/- (Rupees Two Crore Ninety Lacs Only) including Taxes under the head Security/ House keeping (OH-31). The tender/bidding be invited through GeM”.

“Resolved further to authorize the Director of the Institute for expenditure sanction as per GFR 2017 and to issue the work order. The work order and expenditure sanction be brought in ensuing meeting of Finance Committee/ Board of Governors for ratification”.

Item 42.07: **To consider and recommend to Board of Governors to grant administrative approval for initiating the process for inviting tenders through GeM/CPPP to avail Security Services at SVNIT, Surat at the total cost of Rs.3,95,34,473/- (Rupees Three Crore Ninety Five Lacs Thirty Four Thousand Four Hundred Seventy Three Only) including Taxes under the Account Head of (1/138) under OH-31”.**

Reso. 42.07 It was informed that the existing annual contract for providing Security Services is going to expire on 16.10.2021. Therefore, it is necessary to invite the fresh tenders for the above said work through GeM/CPPP as per GFR 2017. The total number of manpower required in three shift is 105 (skilled)+03 (Highly skilled) = 108. As per comments received from IFD for the said agenda ‘May be recommended. Services may be hired through GeM only. However, the estimation of cost may be done by taking monthly minimum wages as per Labour Ministry.” It was clarified that the estimates are prepared based on the wages fixed by Central Labour Ministry. After deliberations it was:

“Resolved to recommend to the Board of Governors to grant administrative approval for initiating the process for inviting tenders through GeM to avail Security Services at SVNIT, Surat with total number of 108 manpower (105 (skilled)+03 (Highly skilled)) in three shifts at the estimated cost of Rs.3,95,34,473/- (Rupees Three Crore Ninety Five Lacs Thirty Four Thousand Four Hundred Seventy Three Only) including Taxes under the Account Head of (1/138) under OH-31.”


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“Resolved further to empower the Director of the Institute to issue the order and expenditure sanction as per GFR 2017. The work order and expenditure sanction be brought in ensuing meeting of Finance Committee/ Board of Governors for ratification”.

Item 42.08: To consider and recommend to the Board to approve for the awarding of the contract for supply and installation of Furniture Items for Class Rooms, Laboratories, Library, Hostels and T & P Section to M/s. Impression Furniture Industries Pvt. Ltd., Bhopal at the total cost of Rs. 2,29,87,531.62/- (Rupees Two Crore Twenty Nine Lakhs Eighty Seven Thousand Five Hundred Thirty One and Sixty Two Paisa) including taxes with three year warranty and other terms and conditions as stated in the tender.

Reso. 42.08 The Committee was briefed that, in the 38th Finance Committee Meeting held on 21/09/2020 it was resolved to club the proposals for procuring Furniture Items for Class Rooms, Laboratories, Library and T & P Section alongwith the proposal for procurement of furniture items for various Hostels and process together through Central Public Procurement portal. After clubbing the total estimated cost worked out to Rs. 2,48,29,351/-. The Tender was processed through Central Public Procurement (e-Procurement) as per rule no. 160 & 163 of GFR-2017 in two-part tender as the same is not available in the GeM Portal. The said item was also discussed in 83rd Purchase Committee Meeting held on 11/08/2021 and the Purchase Committee recommended to negotiate with the L-1 bidder and advised that the sample of selected specific items be made available by the bidder at their Dealer located at Surat. The sample/ quality of the furniture will be checked by the Technical Evaluation Committee (TEC). The supply should be made only after approval of sample by the TEC. It was proposed that the expenditure will be met under OH-35 for which adequate funds are available. One of the Member suggested for BIFMA certification may be obtained before supply of the furniture for quality check. As per comments received from IFD against this item ‘Estimate from FC may be sanctioned. Tender may be approved at the level of Director’. After deliberation it was:

“Resolved to recommend to the Board of Governors to approve for award of the contract for supply and installation of Furniture Items for Class Rooms, Laboratories, Library, Hostels and T & P Section to M/s. Impression Furniture

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Industries Pvt. Ltd., Bhopal at the total cost of Rs. 2,29,87,531.62/- (Rupees Two Crore Twenty Nine Lakhs Eighty Seven Thousand Five Hundred Thirty One and Sixty Two Paisa) including taxes with three year warranty and other terms and conditions stated in the tender under Annual Plan Grant 2021-22 (OH-35)."

"Resolved further to negotiate with the L-1 bidder and the sample of selected specific items be made available by the bidder at their Dealer located at Surat. The sample/ quality of the furniture will be checked by the Technical Evaluation Committee (TEC). The BIFMA certification must be ensured at the time of quality check. The supply should be made only after approval of sample by the TEC."

"Resolved further to empower the Director of the Institute to issue the order and expenditure sanction as per GFR 2017. The work order and expenditure sanction be brought in ensuing Finance Committee/ Board of Governors for ratification."

Item 42.09: **To consider and recommend to Board of Governors to grant administrative approval for procurement of 100 Nos. of Desktop PC for Department of Physics of SVNIT, Surat.**

Reso. 42.09: It was informed that as per note received from HOD, the Department of Physics is in the need of 100 computers. The Department of Physics has a Computer Lab with 38 Desktop PCs (Dell 9010) which were purchased in 2013. As per details provided, the inventory/ stock/ status of obsolete PCs of Department of Physics, there are 93 PCs out of which 22 are obsolete and 14 are under repair. The requested 100 Desktop PCs will be utilized in Laboratories of Department of Physics. The comments received from IFD was also taken into consideration. As per the comments received from IFD *"May be discussed. May be purchased through GeM only. 100 nos., Not justified, may be reviewed. Few computers may be purchased against the obsolete computers"*.

During discussion, the member opined that, the condition of existing computers available with the all the Departments may be checked before approving the indents for new computers for other Departments. The computers which can be used after some repairing/ upgradation may be allotted to the Research Scholars / Sections. After deliberation it was:

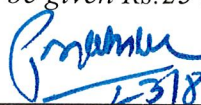
*(Signature)
23/8/2021*

“Resolved to recommend to Board of Governors to grant administrative approval for procurement of 80 Nos. of Desktop PC instead of 100 Nos. of Desktop PC for Department of Physics of SVNIT, Surat through GeM as per provision of GFR 2017. The HOD should take necessary action to maintain and take initiative to repair non-functional computers upto the extent possible for use in the department.”

Item 42.10: **To consider and recommend to the Board to allocate seed money grant of Rs.10.00 lacs per faculty to newly joined Assistant Professors of SVNIT, Surat**

Reso. 42.10: The Committee was briefed that, with a view to inculcate and strengthen the Research environment amongst the faculty members of the Institute, the Institute has proposed to allocate Seed Money Grant of Rs.10.00 lacs per faculty for newly joined Assistant Professor(s) of the Institute for Research Project(s). Further to increase the Research in interdisciplinary area Institute has decided to increase 25% excess i.e. Rs.25 Lac research Seed Grant to two faculty members from different disciplines. The comments received from IFD was also taken into consideration which states *“Newly recruited faculty must submit the research proposal to the Director. Director may get it reviewed through a Committee and based on the research project, a seed money budget between Rs.5.00-Rs.10.00 lakhs may be given to the selected few faculties who are having concrete research proposals in hand. From this seed money budget, faculties at the Department where lab/research set-up is required, may be allowed to purchase the required equipments. These equipments shall be the property of the Institute. Performance of all such faculties may be reviewed annually w.r.t. the research carried out by them.”* After deliberation the following resolution was adopted;

“Resolved to recommend to the Board to approved to allocate Seed Money Grant of Rs.10.00 lacs per faculty for newly joined Assistant Professor(s) of the Institute for Research Project(s). Further to promote the interdisciplinary area research in line with new education policy in the Institute, the research Seed Grant to two faculty members from different departments may be provided 25% additional, i.e. two faculty members from different departments having interdisciplinary research projects be given Rs.25 Lakhs research Seed Grant”.


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Item 42.11: To consider and recommend to the Board to approve for awarding the Price Money of Rs.20,000/- to students and faculty members on receipt of approval of a Patent.

Reso. 42.11: The Committee was briefed that, to encourage the students and faculty members for research and allied activities the Industrial Consultancy & Sponsored Research (ICSR) Board in its 8th Meeting held on 22/01/2021 recommended to initiate to award Appreciation Certificate and prize money of Rs.20,000/- to the team of patent awardees. The expenditure will be debited from the Head of Account – Patent-1/380 (OH-31). The mechanism for the distribution of the prize amount and issue of appreciation certificate was also discussed in the ICSR Board in its 9th Meeting held on 25/06/2021. As per comments received from IFD the said proposal may be approved. After deliberation it was;

“Resolved to recommend to the Board to approve for awarding the Price Money of Rs.20,000/- to students and faculty members on receipt of approval of a Patent. The expenditure will be debited from the Head of Account Patent Charges- 1/380 (OH-31). The mechanism for the distribution of the prize amount and appreciation certificate shall be as per recommendation of the ICSR Board.”

Item 42.12: To consider and recommend to the Board to approve the proposal of Prof. I/C Central Computer Centre (CCC) for migration of Cyberoam CR 2500 iNG to Sophos XGS 6500 (02 Nos) with three years of license at the approximate cost of Rs. 1.28 Crores.

Reso. 42.12: The Committee was briefed that, Institute is using Cyberoam as Security Device since 2007. Initially CR 500 model was deployed which was upgraded to CR 1500i model in 2010 and later on, it was migrated to CR 2500 iNG with High Availability in July 2014 as CR 1500i model was declared end of life in 2014. Now, the Cyberoam has been taken over by Sophos Technologies Pvt. Ltd., a USA based company. As per online information available on the official Sophos web-site, all the Cyberoam devices including the CR 2500 iNG device used by the Institute has reached End of Life (EoL) on 31/03/2021, however the devices and licenses purchased by the institute are operational with a validity upto 22/09/2022, no further upgrades were received for CR 2500 iNG since March 2021. This can lead to new threat signature identification by our existing firewall device and they


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may not be able to protect the Institute network from the newly developed cyber-attacks. Based on the current usage of the Institute the Territory Sales Manager, Gujarat- Sophos (OEM) recommended Sophos XGS6500 model for Institute through e-mail. Looking to the number of concurrent users in the Institute campus, currently four numbers of devices are used which are working in high availability mode. With Sophos XGS 6500, only two devices will be sufficient as it has high capacity of handling concurrent user connection in high availability mode. The Territory / Regional Sales manager, Gujarat - Sophos (OEM) through e-mail confirmed to give special offer for license extension by Sophos, which will add the leftover period upto 22/9/2022 of our current license (on CR2500iNG) to the new license to be purchased(with XGS 6500). The validity of the offer is for the period of 3 months. After deliberation it was;

"Resolved to recommend to the Board to recommend to the Board to approve the proposal of Prof. I/C Central Computer Centre (CCC) for migration of Cyberoam CR 2500 iNG to Sophos XGS 6500 (02 Nos) with three years of license at the approximate cost of Rs. 1.28 Crores. The procurement should be made through GeM following GFR Provision 2017. Negotiation may be made if required for the unspent period till 22/9/2022 of institute subscription for migration from Cyberoam CR 2500 iNG (4 Nos) to Sophos XGS 6500 (2 Nos). The expenditure will be made from OH-35."

The meeting ended with vote of thanks to the Chair.


MEMBER SECRETARY
FINANCE COMMITTEE
SVNIT, SURAT

की पुष्टि
CONFIRMED


CHAIRMAN
FINANCE COMMITTEE
SVNIT, SURAT


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



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.

AMENDMENT

No.E/FC(42)/ 1986

Date: September 13, 2021

Sub: Amendment in the resolution No. 42.08 of 42nd meeting of Finance Committee meeting of SVNIT, Surat held on 17/08/2021 as circulated on 23/08/2021.

The resolution No. 42.08 of the 42nd Finance Committee meeting of SVNIT, Surat held on 17/08/2021 as circulated on 23/08/2021, regarding 'To consider and recommend to the Board to approve for the awarding of the contract for supply and installation of Furniture Items for Class Rooms, Laboratories, Library, Hostels and T & P Section to M/s. Impression Furniture Industries Pvt. Ltd., Bhopal at the total cost of Rs. 2,29,87,531.62/- (Rupees Two Crore Twenty Nine Lakhs Eighty Seven Thousand Five Hundred Thirty One and Sixty Two Paisa) including taxes with three year warranty and other terms and conditions as stated in the tender' is modified as follows;

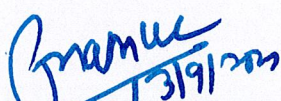
Existing Resolution 42.08 (Para 2)

"Resolved further to negotiate with the L-1 bidder and the sample of selected specific items be made available by the bidder at their Dealer located at Surat. The sample/ quality of the furniture will be checked by the Technical Evaluation Committee (TEC). The BIFMA certification must be ensured at the time of quality check. The supply should be made only after approval of sample by the TEC."

Modified Resolution 42.08 (Para 2)


"Resolved that the sample of selected specific items be made available by the bidder at their Dealer located at Surat. The sample/ quality of the furniture will be checked by the Technical Evaluation Committee (TEC). The BIFMA certification must be ensured at the time of quality check. The supply should be made only after approval of sample by the TEC."

There shall be no change in the remaining part of the resolution. The Minutes will be modified accordingly.


MEMBER SECRETARY
FINANCE COMMITTEE
SVNIT, SURAT

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


CHAIRMAN
FINANCE COMMITTEE
SVNIT, SURAT
13/9/21