



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT
सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्था, सुरत

SVNIT

C/FC(48)/ 3193

Date: 20.11.2023

To,
All the Members
Finance Committee
SVNIT, Surat

**SUB: Minutes of the 48th Meeting of the Finance Committee of SVNIT,
Surat held on 07.11.2023**

Sir/Madam,

Please find enclosed the Minutes of the 48th meeting of the Finance Committee for Sardar Vallabhbhai National Institute of Technology, Surat held on 07.11.2023 for your kind perusal and comments, if any.

The comments, if any, may please be sent back preferably within 5 days to take appropriate action as per decision of the Finance Committee.

Encl.: As above


(Dr. Pramod Mathur)
REGISTRAR
& MEMBER SECRETARY -FC

Copy to:
Director



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.

MINUTES

Minutes of 48th Finance Committee meeting of the Sardar Vallabhbhai National Institute of Technology, Surat held on Tuesday, 7th November at 3:00 p.m. at Sardar Vallabhbhai National Institute of Technology, Surat in hybrid mode (online & offline).

Members Present:

1. **Prof. Bhim Singh,** : Chairman (Online)
SERB National Science Chair & Emeritus
Professor, IIT Delhi
2. **Prof. Anupam Shukla** : Member
Director, SVNIT, Surat
3. **Mrs. Veena Dunga** : Member (Online)
Deputy Secretary (NITs)
Department of Higher Education,
Ministry of Education, New Delhi
Representative of:
Ms. Saumya Gupta, IAS, Joint Secretary
(NITs), Ministry of Education, GOI, New
Delhi
4. **Shri Anil Kumar,** : Member (Online)
Director, Finance (IFD)
Ministry of Education,
Shastri Bhavan, New Delhi 110115
Representative of:
Sh. Sanjog Kapoor, IRS, Joint Secretary
& Financial Advisor, Ministry of
Education, GOI, New Delhi
5. **Prof. Harit K. Raval** : Member
Professor (HAG), Deptt. of Mechanical
Engineering, SVNIT, Surat.
6. **Dr. Namrata D. Jariwala** : Member
Assistant Professor, Department of Civil
Engineering, SVNIT, Surat
7. **Dr. Pramod Mathur** : Member Secretary
Registrar, SVNIT, Surat

At the outset the Director warmly welcome the Chairman, BoG, Professor Bhim Singh alongwith all the members present. After preliminary discussion, following agenda items were taken up for discussion:

Item 48.01: To confirm minutes of the 47th Finance Committee Meeting held on 12.09.2023

Reso 48.01: *“Resolved to confirm minutes of the 47th Finance Committee Meeting held on 12.09.2023.”*

Item 48.02: To note the action taken on the resolutions adopted by the Finance Committee in its 47th meeting held on 12.09.2023.

Reso 48.02: *“Resolved to note the action taken on the resolutions adopted by the Finance Committee in its 47th meeting held on 12.09.2023.”*

Item 48.03: To note the minutes/recommendations of the 77th Meeting of the Building & Works Committee held on 04.08.2023

Reso 48.03: *“Resolved to note the recommendations of the 77th Meeting of the Building & Works Committee held on 04.08.2023.”*

Item 48.04: To consider and recommend to the Board of Governors to approve the preliminary estimates submitted by CPWD for the work of “Repairing work, strengthening work, Renovation of toilet blocks, Internal & External colour works, to construct connecting passage between different wings of Gajjar Bhavan and other maintenance works required for Gajjar Bhavan Hostel and Nehru Bhavan Hostel in SVNIT Campus, Surat”.

Reso.48.04: It was informed that the Nehru Bhavan Hostel was built in the year 2006 and Gajjar Bhavan Hostel was built during 2009. No major repair/ maintenance work has been carried out during many years. After deliberation,

“Resolved to recommend to the Board of Governors to approve and sanction the estimate of Rs.17,98,24,805/- for the work of Repair and Renovation work of Gajjar Bhavan Hostel Building including connecting two wings of the existing building with RCC framed structure at SVNIT Campus, Surat and Rs.7,00,22,722/-for the work of Repair and Renovation work of Nehru Bhavan Hostel Building including other miscellaneous work at SVNIT Campus, Surat based on DSR 2021/market rates (including 3% contingencies and 11.90% EPF & ESI Charges). The work will be executed through CPWD and expenditure will be met under OH-35.”



Item 48.05: To consider and recommend to the Board of Governors to approve the revised proposal of preliminary estimate submitted by CPWD for the work of “Construction of 900 Seater Boys’ Hostel at SVNIT, Surat”.

Reso.48.05: Considering the future expansions, 450 rooms (double seater) Boys Hostel has been proposed by the Institute. The construction work will be carried out by CPWD. The work will be funded through HEFA loan. The 77th Building & Works Committee meeting held on 04.08.2023 recommended the preliminary estimate of Rs.1,15,37,63,000/- (including Contingences, EPF and ESI charges, etc.) for the Construction of Double Seater (900) Boys' Hostel at SVNIT, Surat prepared by CPWD. After deliberation it was:

“Resolved to recommend to the Board of Governors to approve preliminary cum detailed estimate submitted by CPWD for construction of 900 seater Boys Hostel at a cost of Rs.115,37,63,000/- (Rupees One Hundred Fifteen Crore Thirty-Seven Lakh Sixty-Three thousand only) including contingencies, EPF and ESI. The work will be executed through CPWD. The work will be funded through HEFA Loan.”

“Resolved further that the HEFA proposal for construction of 900 seater Boys Hostel be sent to the Ministry of Education for approval. The assistance of HEFA officials may be taken for vetting/ submission of document.”

“Resolved to authorize the Director and Registrar of the institute to sign all documents on behalf of the institute for availing HEFA Loan.”

Item 48.06: To consider and recommend to the Board of Governors to approve the revised proposal of preliminary estimate submitted by CPWD for the work of “Construction of Health Centre at SVNIT, Surat”.

Reso. 48.06 It was noted that proposed Health Centre is with area of 1276.59 Smt. The preliminary estimate of Rs.6,54,96,000/- (including Contingences, EPF and ESI charges) submitted by CPWD and the estimates of Rs.49.07 lakh for Medical equipment and furniture (i.e. total Rs.7.04 Crores) has been recommended by 77th Building & Works Committee meeting held on 04.08.2023. The work will be funded through HEFA. After deliberations it was;

“Resolved to recommend to the Board of Governors to accord administrative approval based on preliminary estimate submitted by CPWD for the work of Construction of Health Centre at SVNIT, Surat of Rs.6,54,96,000/- (including Contingences, EPF and ESI charges) and the estimated cost of Rs.49.07 lakh for Medical equipment and furniture. The work will be executed through CPWD and expenditure will be met under HEFA.”

“Resolved further that the required Medical Equipment and Furniture may be procured by the institute after completion of construction activities by CPWD.”



“Resolved further that the HEFA proposal for construction of Health Centre be sent to the Ministry of Education for approval. The assistance of HEFA officials may be taken for vetting/ submission of document.”

“Resolved to authorize the Director and Registrar of the institute to sign all documents on behalf of the institute for availing HEFA Loan.”

Item 48.07: To consider and recommend to the Board of Governors to approve the proposal of the estimate of “Ready-Made Furniture for proposed Administrative Building at SVNIT Campus, Surat” for the estimated cost of Rs.2,81,64,953.53.

Reso. 48.07 It was noted that the construction of new Administrative building is being constructed by CPWD through HEFA. The work is in progress and expected to be completed by the end of February 2024. As the estimated cost for Ready-Made furniture for Administrative Building is of Rs.2,81,64,953.53, it was advised to procure the same through HEFA funding. After deliberations it was;

“Resolved to recommend to the Board of Governors to approve the estimate for the procurement work of Ready-Made Furniture for proposed Administrative Building at SVNIT Campus, Surat with an estimated cost of Rs.2,81,64,953.53 (Rupees Two Crore Eighty-One Lakh Sixty-Four Thousand Nine hundred and Fifty-Three Point Fifty-Three only) to be executed by the Institute following the prescribed procedure through GeM/CPPP. The budget provision will be made through HEFA funding. The Director was empowered to sanction and release the purchase order for the same following the due tendering procedure.”

“Resolved further that the HEFA proposal for procurement of Ready-Made Furniture for proposed Administrative Building at SVNIT Campus, Surat be sent to the Ministry of Education for approval only after getting it vetted by HEFA authority.”

“Resolved further that the HEFA proposal for procurement of Ready-Made Furniture for proposed Administrative Building be sent to the Ministry of Education for approval. The assistance of HEFA officials may be taken for vetting/ submission of document.”

“Resolved to authorize the Director and Registrar of the institute to sign all documents on behalf of the institute for availing HEFA Loan.”



Item 48.08: To consider and recommend to the Board of Governors to approve the proposal of the estimate for the work of "Annual Maintenance Contract for Civil works of Residential and Non-residential Buildings in SVNIT Campus, Surat" for the estimated cost of Rs. 2,81,53,176/-.

Reso. 48.08 It was noted that the institute campus consists of various buildings and accommodates about @ 5500 students and 150 families of institute employees. To meet the requirements of regular repair and maintenance of buildings in timely manner including water supply and drainage lines, item rate based annual maintenance and repair contract for civil works is proposed based on various maintenance/alteration addition works carried out in the past. The proposal has been recommended by the 77th Building & Works Committee meeting held on 04.08.2023. After deliberation it was;

“Resolved to recommend to the Board of Governors to approve the administrative approval for item rate contract for Annual Maintenance and repair Civil works of Residential and Non-residential Buildings in SVNIT Campus, Surat with an estimated cost of Rs.2,81,53,176/- (Rupees Two Crore Eighty-One Lakh Fifty-Three Thousand One hundred and Seventy-Six only) to be executed by the Institute following prescribed procedure. The expenditure will be made under OH-31. The Director of the institute is authorized to sanction the amount after tendering process through CPPP and recommendation of BWC.”

“Resolved further that, the amount, quantity mentioned in the proposed rate contract should not be exceed the final sanctioned amount. In case of any deviation in quantity, prior approval of the Competent authority should be taken.”

Item 48.09 : To consider and recommend to the Board of Governors to approve the proposal of the estimate for the works (1) Repairing and Strengthening of front side 8 Nos. of damaged columns of the old Sarabhai Bhavan Hostel building SVNIT Campus, Surat, and (2) Painting, Flooring, Damaged Toilet Pan and Toilet Doors Replacement and Mirror Fixing works in Sarabhai Bhavan Hostel in SVNIT Campus, Surat for the total estimated cost of Rs.64,50,257/- [i.e. Rs.47,37,092/- + Rs.17,13,165/-].

Reso. 48.09 It was noted that the total cost of project is more than Rs. 30.00 lakh and the estimate proposal has not been made by CPWD. The Finance Committee in principle approved the proposal for (1) Repairing and Strengthening of front side 8 Nos. of damaged columns of the old Sarabhai Bhavan Hostel building SVNIT Campus, Surat, and (2) Painting, Flooring, Damaged Toilet Pan and Toilet Doors Replacement and Mirror Fixing works in Sarabhai Bhavan Hostel in SVNIT Campus, Surat. It was also informed that the estimate for the aforesaid work be obtained from CPWD and be placed before Building & Works Committee for approval. After deliberation it was;



“Resolved to recommend to the Board of Governors to approve the in principle approval for repair and Strengthening of front side 8 Nos. of damaged columns of the old Sarabhai Bhavan Hostel building SVNIT Campus, Surat, and Painting, Flooring, Damaged Toilet Pan and Toilet Doors Replacement and Mirror Fixing works in Sarabhai Bhavan Hostel in SVNIT Campus, Surat. The budget provision will be made under the OH-31. The work will be carried out through CPWD. The estimate prepared by the CPWD will be placed before the Building & Works Committee.”

Item 48.10 : To consider and recommend to the Board of Governors to approve the proposal of the estimate for the work of "Removing and Reconstructing Compound Wall with Fixing Concertina Coil Fencing Behind Bhabha Bhavan to EWS Hostel in SVNIT, Surat" for the estimated cost of Rs.94,07,759/-.

Reso. 48.10 It was noted that the total cost of project is more than Rs. 30.00 lakh and the estimate proposal has not been made by CPWD. The Finance Committee in principle approved the proposal for 'Removing and Reconstructing Compound Wall with Fixing Concertina Coil Fencing Behind Bhabha Bhavan to EWS Hostel in SVNIT, Surat. It was also informed that the estimate for the aforesaid work is yet to be obtained from CPWD and will require recommendation of Building & Works Committee. After deliberation it was;

“Resolved to deferred the proposal and will be placed again alongwith estimate from CPWD and recommendation of BWC.”

Item 48.11 : To consider and recommend to the Board of Governors to approve the water charges @ Rs.450/- per month from per residential quarter and @Rs.1080 per year from per student.

Reso. 48.11 *“Resolved to recommend to the Board of Governors to approve the water charges @ Rs.450/- per month from per residential quarter and @Rs.1080 per year from per student. The water charges for employees will be effective from 1.1.2024 and for students it will be effective from Academic year 2024-25 and onwards for all students. The rates will be reviewed in every two years.”*

Item 48.12 : To consider and recommend to the Board of Governors for sanction of Rs.1,96,47,614/- including all taxes for Supply, Installation, Commissioning and Training of Re-Circulating Sediment Transport Flume and Related Accessories along with the basic accessories for Department of Civil Engineering from M/s. Finite Technologies, Ambala Cantt., Haryana. The expenditure will be met from DST-FIST Grant and IRG of the institute.



Reso. 48.12 The members noted that the DST – FIST Project was sanctioned during the year 2014-15. Earlier the supply order for the same was placed with M/s Edutech India Pvt Ltd which could not be executed by the supplier and institute has revoked the security deposit towards non-execution of contract. It was informed that the first installment of the project grant is lying with the institute and regular Expenditure Statement and Utilisation Certificate is being regularly submitted to the DST from time to time. However, no formal extension letter has been received from DST. The present proposal is in continuation of earlier approval for procurement of the item which has been reported to the DST. The representative from Ministry advised that the reasonability of the recommended amount of the equipment should be certified by the Tender Evaluation Committee and the bid validity period should be extended. The first installment of DST-FIST project was received for Rs. 120.00 Lakhs whereas the recommended amount is Rs. 1,96,47,614/-, the balance amount is proposed to be paid from IRG of the Institute. After deliberations it was;

“Resolved to recommend to the Board of Governor to approve the procurement of equipment under DST-FIST project subject to clarification from Tender Evaluation Committee for reasonability of rate/amount and Extension of validity of bid from the bidder and communication to DST for continuation and Extension of the project.”

Item 48.13 : To recommend to the Board of Governors to approve the Guidelines to engage adjunct professor, visiting faculty etc. at the Institute AND to propose rules/guidelines for permitting the institute faculty to act as Adjunct Faculty / Professor at other Institute.

Reso. 48.13 The proposal was withdrawn and will be placed again after corrections.

“Resolved to withdraw the proposal.”

Item 48.14 : To recommend to the Board of Governors to approve the revision of Existing rate of Honorarium / remuneration / sitting fees being paid to the external examiners for PG and PhD programmes, visiting / Adjunct faculties, expert lectures, experts related to consultancy work, external members of the governing bodies of the Institute, expert members/ observer/ Ministry nominee for selection committee for Teaching and Non-Teaching posts.

Reso. 48.14 It was noted that the existing rate of honorarium/ remuneration/ sitting fees to the external examiners for PG and PhD programmes, visiting / Adjunct faculties, expert lectures, experts related to consultancy work, external members of the governing bodies of the Institute, expert members/ observer/ Ministry nominee for selection committee for Teaching and Non-Teaching posts etc. were approved by the FC / Board of Governors long back. After deliberation it was;

“Resolved to recommend to the Board of Governors to approve the revision of rate of Honorarium / remuneration / sitting fees as mentioned below:



Sr. No.	Category	Revised Rate of Honorarium/ Remuneration/ sitting fees
1.	PhD	
	PhD Thesis evaluation (Indian Examiner)	Rs.7500/- per candidates
	Final Ph.D. Viva-Voce Examination	Rs.5000/- per candidates
	PhD Thesis evaluation (foreign examiner)	300 US\$ per thesis
2.	Visiting / Adjunct Faculty	Upto Rs. 5000/- per hour for visiting faculty
3.	Expert Lectures	Upto Rs. 5000/- per hour
4.	Sitting Charges for Experts related to consultancy work	Rs.3000/- per day
5.	Purchase Committee / Senate (for External Members)	Rs.5000/- per meeting day

The above revised rates will be effective from 01.12.2023 and onwards.”

“Resolved further the revision of Honorarium for Building & Works Committee (for External Members)/ BoG / FC / Expert members/ Observer/ Selection Committee Members/ Nominee for Teaching & Non-teaching posts at the Institute be kept on hold and will be place again after obtaining rates from other NITs.”

Item 48.15 : To recommend to the Board of Governors to approve the plan for utilization of IRG amount generated in TEQIP-I and TEQIP-II.

Reso. 48.15 The Committee was informed that the proposal has been prepared as per TEQIP guidelines. The Committee also suggest that there should not be any limit in Frequency per Financial year for the proposed activities. The Director the Institute can permit for proposed activities on case to case basis.

“Resolved to recommend to the Board of Governors to approve the plan/rules for utilization of IRG amount generated in TEQIP-I and TEQIP-II. There shall be no limit of frequency per financial year in the proposed activities. The Director is authorized to permit the proposal on case to case basis.”

Item 48.16 : 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. 5,00,72,621.04 including Taxes under the Account Head of (1/138) under OH-31”.

Reso. 48.16 The existing annual contract for providing Security Services to the Institute with M/s Sainik Intelligence and Security Pvt. Ltd. is going to expire on 31.12.2023 Therefore, it is necessary to invite the fresh tenders for the above said work through GeM/CPPP as per GFR 2017. The ministry representative advised to explore the possibility for feasible reduction of manpower. The total number of manpower required in three shift is 115 (skilled). After deliberation it was:



“Resolved to recommend to the Board of Governors to grant administrative approval for initiating the tendering process through GeM/ CPPP for availing Security Services at SVNIT, Surat at the total cost of Rs.5,00,72,621.04 including Taxes under the Account Head of (1/138) under OH-31. The feasible reduction of manpower be explored.”

“Resolved further to recommend to Board of Governors to empower the Director, SVNIT, Surat to sanction the amount and to place work order to the eligible lowest bidder selected after proper bidding process through GeM/CPPP.”

Item 48.17 : To consider and recommend to the Board of Governors to approve the proposed revised tariff rate of the Institute SVPB Guest House.

Reso. 48.17 It was noted that the institute has Guest House with 92 rooms. The existing rates are high as compared to nearby hotel rates and other institution. The occupancy rate is very low and to increase the same rationalization of rates is required to enhance occupancy rate of the facilities. The institute is planning to have MoU with PSU/Government institutions/ Private companies/ Private Educational Institutions and other organization for sharing the Guest House facilities with them.

“Resolved to recommend to the Board of Governors to approve the revised tariff rates of the Institute SVPB Guest House. The revised rates will be applicable from 1st December 2023. The Director of the institute may enter MoU with other PSU/Government Agencies/ Institutions/ Private Companies/ Educational Institutions and other Organizations for sharing the Guest House facilities with them. ”

The meeting ended with vote of thanks to the Chair.

(Dr. Pramod Mathur)
REGISTRAR &
MEMBER SECRETARY, FC,
SVNIT, SURAT

(Prof. Anupam Shukla)
DIRECTOR &
MEMBER, FC,
SVNIT, SURAT

की पुष्टि
CONFIRMED

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