



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

SVNIT

शिक्षा मंत्रालय, भारत सरकार द्वारा NITSER अधिनियम के तहत स्थापित राष्ट्रीय महत्व का संस्थान
(An Institute of National Importance, Established under NITSER Act by Ministry of Education, Govt. of India)

C/FC(57)/1384

Date: 24.09.2025

To,
All the Members
Finance Committee
SVNIT, Surat

SUB: Minutes of the 57th Meeting of the Finance Committee of SVNIT, Surat held on 16.09.2025

Sir/Madam,

Please find enclosed the Minutes of the 57th meeting of the Finance Committee for Sardar Vallabhbhai National Institute of Technology, Surat held on 16.09.2025 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

Handwritten signature of K. K. Singh
24.09.25

(K. K. Singh)
REGISTRAR
& MEMBER SECRETARY -FC

Copy to:
Director



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.

MINUTES

Minutes of 57th Finance Committee meeting of the Sardar Vallabhbhai National Institute of Technology, Surat held on Tuesday, September 16, 2025 at 3:30 p.m. at Sardar Vallabhbhai National Institute of Technology, Surat in hybrid mode (online & offline). The following Members were present:

1. **Prof. Bhim Singh** : Chairman (Online)
SERB National Science Chair &
Emeritus Professor, IIT Delhi

2. **Prof. Anupam Shukla** : Member
Director, SVNIT, Surat

3. **Shri Harihara Sundaram S** : Member (Online)
Under Secretary, Finance (IFD)
Ministry of Education,
Shastri Bhavan, New Delhi 110115

Representative of:

Joint Secretary & Financial Advisor,
Ministry of Education, GOI, New Delhi

4. **Prof. Keyur P. Desai** : Member
Professor, Deptt. of Mechanical
Engineering, SVNIT, Surat.

5. **Dr. Shweta N. Shah** : Member
Associate Professor, Deptt. of
Electronics Engineering, SVNIT, Surat

6. **Shri K. K. Singh** : Member Secretary
I/c Registrar, SVNIT, Surat

At the outset, the Director welcomed the Chairman, BoG, Professor Bhim Singh and all the members in the meeting. Further, it was informed that the comments were received from IFD, MoE on the Agenda items of this meeting. After preliminary discussions, the following agenda items were taken up for discussion with the permission of the Chair:

Item 57.01: To confirm minutes of the 56th Finance Committee Meeting held on 06.08.2025.

Reso 57.01: "Resolved to confirm the minutes of 56th Finance Committee Meeting held on 06.08.2025."

Item 57.02: To note the action taken on the resolutions adopted by the Finance Committee in its 56th meeting held on 06.08.2025

Reso 57.02: "Resolved to note the action taken on the resolutions adopted by the Finance Committee in its 56th meeting held on 06.08.2025."

Item 57.03: To note the minutes/recommendations of the 85th Meeting of the Building & Works Committee to be held on 26.08.2025

Reso 57.03: "Resolved to note the minutes/recommendations of the 85th Meeting of the Building & Works Committee held on 26.08.2025."

Item 57.04: To consider the proposal to approve the Preliminary-cum-detailed estimate submitted by the CPWD for the work of "Repairing and Recarpeting of Existing Campus Road (Phase-III) in SVNIT, Surat" for the probable cost of Rs. 13,16,27,300/- including 3% contingencies and 11.03% (EPF& ESI Charges).

Reso.57.04: It was informed that several sections of the Institute campus road have identified under Phase-III network, particularly those identified under Phase-III of the repair and re-carpeting plan, have severely deteriorated and urgently need immediate attention. These road segments are extensively used by Residents and Students daily, posing safety concerns and causing significant inconvenience. Timely repairs and resurfacing are essential to ensure safe and smooth commuting within the campus and prevent further infrastructure degradation. The total estimated cost amounts to Rs. 13,16,27,300.00 (Rupees Thirteen Crore Sixteen Lakh Twenty-Seven Thousand Three Hundred Only), which includes 3% contingencies and 11.03% for EPF and ESI charges.

The Committee noted that IFD's observations regarding EPF & ESI charges be kept uniformly at 3.94% as per FC Item No. 57.07. Further, the Committee was informed that, as per clarification from CPWD via Letter dated 16/09/2025, the Original Greenfield Road project requires significant engagement of road construction machinery and lesser manpower. For minor road works of repair and recarpeting, the engagement of machinery is reduced, and the labour component becomes significant. Accordingly, EPF & ESIC have been considered as per Annexure-14 of SOP for CPWD Works Manual - 2024 for maintenance works as EPF + ESIC = 11.025%. However, the Charges of EPF and ESIC shall be reimbursed by the CPWD to the contractor on an actual basis after receipt of the claim of the contractor.

After detailed deliberations, it was:

"Resolved to recommend to the Board of Governors to approve the proposal for "Repairing and Re-carpeting of Existing Campus Road (Phase-III) in SVNIT, Surat" at an estimated cost of Rs. 13,16,27,300 (Rupees Thirteen Crore Sixteen Lakh Twenty-Seven Thousand Three Hundred only), inclusive of 3% contingencies and 11.03% (EPF & ESI Charges). The work shall be executed through CPWD, and the expenditure will be met under Budget Head (OH-35), subject to the availability of funds. It was also resolved that upon completion of the repair and recarpeting works, CPWD shall provide a defect liability assurance for a period of five (05) years."

Item: 57.05: To consider the proposal to approve the Preliminary-cum-detailed estimate submitted by CPWD for the work of "Repairing and Renovation including Waterproofing and Internal Electrical Installations of IC engine lab and its extension (Automobile lab) building of Department of Mechanical Engineering at SVNIT Campus, Surat" for the probable cost of Rs. 2,42,58,400/- including 3% contingencies and 11.03% (EPF & ESI Charges).

Reso 57.05: It was informed that the IC engine lab and its extension were constructed in 1969 and 2007, respectively, having a plinth area of 846 sqm and a built-up area of 1353.58 sqm. Considering the age of the building and its present condition, it was found that complete renovation of the building was required, which includes replacement of asbestos sheets with G.I. sheets, repairing of the plinth of the building, roof structure, waterproofing of the toilet block and side walls, internal electrical installation, etc. In response to this, CPWD has submitted the preliminary cum detailed estimate of Rs. 2,42,58,400/- (Rupees Two Crore Forty-Two Lakhs Fifty-Eight Thousand Four Hundred Only) for the work of "Special Repairing and Renovation including waterproofing and internal electrical installations of IC engine lab and its extension (Automobile lab) building of the Department of Mechanical Engineering at SVNIT Campus, Surat" vide letter no. 20(01)/SE&PD/SVNIT/SURAT/2025/148 dated: 26/07/2025. The budget head provision may be made under the "OH-35".

The Committee noted the observations of IFD regarding EPF & ESI charges. However, as per Annexure-14 of SOP for CPWD Works Manual - 2024 for maintenance works, the EPF & ESIC charges have been considered 11.025%. The Charges of EPF and ESIC shall be reimbursed by the CPWD to the contractor on an actual basis after receipt of the contractor's claim.

After detailed deliberations, it was:

"Resolved to recommend to the Board of Governors to approve the proposal for Repairing and Renovation, including Waterproofing and Internal Electrical Installations of the IC Engine Lab and its

extension (Automobile Lab) building of the Department of Mechanical Engineering at SVNIT Campus, Surat, with an estimated cost of Rs. 2,42,58,400 (Rupees Two Crore Forty-Two Lakhs Fifty-Eight Thousand Four Hundred only), inclusive of 3% contingencies and 11.03% (EPF & ESI Charges). The work shall be executed through CPWD, and the expenditure will be charged under Budget Head (OH-35), subject to the availability of funds. It was also resolved that upon completion of the repairing and renovation works, CPWD shall provide a defect liability assurance for a period of three (03) years."

Item 57.06: To consider the proposal to approve the Preliminary estimate submitted by CPWD for the work of "Removing and Reconstructing Compound Wall with Fixing Concertina Coil Fencing Behind Gajjar Bhavan hostel (E-wing), Bhabha Bhavan hostel, E-Type Quarters (Shreenath Ji society), Near Umra Pumping station and Besides Swami Vivekananda Bhavan Hostel at SVNIT Campus, Surat" for the probable cost of Rs. 1,72,65,300.00/ including 3% contingencies and 11.03% (EPF & ESIC Charges).

Reso 57.06: It was informed that Institute Compound Wall has been damaged and tilted behind Gajjar Bhavan hostel (E-wing), Bhabha Bhavan hostel, E-Type Quarters (Shreenath Ji society), Near Umra Pumping station and Besides Swami Vivekananda Bhavan Hostel. Looking to the extent of severity of the damage, it is proposed to immediately remove the damaged and tilted compound wall and reconstruct the compound wall at the identified locations. A total length of new wall to be constructed in place of damaged wall is 380 meters. The Institute had requested CPWD to prepare a detailed preliminary/detailed estimate for removing and reconstructing the compound wall with fixing the Concertina Coil Fencing for the damaged portion of the wall in SVNIT, Surat. In response, CPWD has submitted the preliminary estimate of Rs. 1,72,65,300/- (Rupees One Crore Seventy-Two Lakh Sixty-Five Thousand Three Hundred Only) (including 3% Contingences, 11.03% EPF and ESI charges). The proposal was placed before the 85th Building & Works Committee held on 26.08.2025. As discussed, on considering EPF & ESIC Charges as 3.94%, the total estimated value was revised.

After detailed deliberations, it was:

"Resolved to recommend to the Board of Governors to approve the proposal of "Removing and Reconstructing Compound Wall with Fixing Concertina Coil Fencing Behind Gajjar Bhavan hostel (E-wing), Bhabha Bhavan hostel, E-Type Quarters (Shreenath Ji society), Near Umra Pumping station and Besides Swami Vivekananda Bhavan Hostel at SVNIT Campus, Surat" with an estimated cost of Rs. 1,61, 62, 800/- (Rupees One Crore Sixty-One Lakh Sixty-Two Thousand Eight Hundred Only) including GST after considering revised rate of EPF and ESIC. The work will be executed through the CPWD and the expenditure will be made under the Budget Head (OH-35) subject to availability of the fund. It was also resolved that upon completion of the work, CPWD

shall provide a defect liability assurance for a period of five (05) years."

Item: 57.07: To consider the proposal to approve the Preliminary Estimate submitted by the CPWD for the work of "Construction of 15 Lakh Litres Capacity Underground Water tank (UGWT) including internal Electrical Installations work at SVNIT Campus, Surat" for the probable cost of Rs. 4,99,40,900/- including 3% contingencies and 3.94% (EPF & ESI Charges).

Reso: 57.07: It was informed that the total number of students in the Institute is approximately 6500, and the total staff quarters is 250. It is projected that by the year 2027, the total number of students will reach about 8000, and a similar increase is expected in the staff members. The SVNIT Surat receives water for its domestic need from Surat Municipal Corporation. Three underground storage tanks are available to cater to water storage needs. The underground storage Tank-1 has a capacity of 2.5 lakh liters, and Tank-2 has a capacity of 5 lakh liters, which was constructed around 40 years ago. The Institute constructed Tank-3 with a capacity of 10 lakh liters in the year 2022. Tank 1 and Tank 2 are very old and dilapidated. The tanks are not suitable for the storage of domestic water due to structural damage and leakages. Hence, Tank-1 and Tank-2 must be scrapped for safety. To cater to the need for domestic water and to satisfy additional water requirements, including a continuous (uninterrupted) water supply, there is an urgent need to construct a tank of 15 Lakh litres capacity underground water storage tank of 15 lakh litres capacity.

The CPWD has submitted the preliminary estimate of Rs. 4,99,40,900.00 (Rupees Four Crore Ninety-Nine Lakh Forty Thousand Nine Hundred Only) including 3% Contingencies, 3.94% EPF and ESI charges for the work of "Construction of 15 lakh liter Capacity Underground Water tank (UGWT) including internal Electrical Installations work at SVNIT Campus, Surat". The proposal was placed before the 85th Building & Works Committee meeting held on 26.08.2025.

After detailed deliberations, it was:

"Resolved to recommend to the Board of Governors to approve the proposal of "Construction of 15 Lakh Capacity Underground Water tank (UGWT) including internal Electrical Installations work at SVNIT Campus, Surat" with an estimated cost of Rs. 4,99,40,900.00/- (Rupees Four Crore Ninety-Nine Lakh Forty Thousand Nine Hundred Only) including 3% contingencies and 3.94% (EPF and ESIC Charges). The work will be executed through the CPWD and the expenditure will be made under the Budget Head (OH-35) subject to availability of the fund. It was also resolved that upon completion of the work, CPWD shall provide a defect liability assurance for a period of five (05) years."

Item: 57.08: To consider the proposal to revise the upper ceiling of maximum of Rs.75000/- per full course per semester including examination related evaluation work for Visiting faculty at SVNIT, Surat

Reso 57.08: The Board of Governors, in its 67th Meeting held on 20.07.2023, approved the rate of honorarium up to Rs. 2000 per hour for Visiting Faculty engaged in Undergraduate (UG) and Postgraduate (PG) courses, subject to a maximum ceiling of Rs. 75,000 per full course per semester, which included examination-related evaluation work. Subsequently, the honorarium rate was revised from Rs. 2000 to up to Rs. 5000 per hour for Visiting Faculty, with effect from 01.12.2023, as per the approval granted in the 70th Meeting of the Board of Governors held on 07.11.2023. In light of the above, the Institute proposes to revise the honorarium structure accordingly, in alignment with the Board's decision. The Comments from IFD was noted. After detailed deliberations, it was;

"Resolved to recommend to the Board of Governors for approval that, in line with the existing approved rate of honorarium, i.e. upto Rs 5000/- per hour to the Visiting faculty engaged in teaching UG and PG Courses, the upper ceiling of honorarium per full course per semester be revised up to Rs 2,25,000/-."

Item: 57.09: To consider the proposal for procurement of 171 Nos. of Desktop Computers for various Departments/ Sections/ Centres/ Laboratories of the Institute.

Reso 57.09: It was noted that the Institute has introduced new courses in B.Tech in Artificial Intelligence and Dual Degree B.Tech (AI) + M.Tech (AI) which is being offered by Department of Artificial Intelligence and established one Centre for Tribal Technology. Further, the existing Desktop PCs in the Department of Mechanical Engineering, Account Section, Dean R&C office and Establishment Section are very old & not working properly and do not support the latest required software for day-to-day use. The justification for requirement of Desktop Computers has been obtained from the Head of the concerned Department/ Sections.

After detailed deliberations, it was;

"Resolved to recommend to the Board of Governors to grant administrative approval for initiating the process through GeM portal for procurement of 171 Nos. of Desktop Computers for various Departments/ Sections/ Centers/ Laboratories of the Institute at the estimated cost of Rs.1,71,00,000/- (Rupees One Crore Seventy-One Lakh Only) inclusive of GST by adopting suitable resolutions(s). The expenditure will be made under the Budget Head (OH-35) subject to availability of the fund."

"Resolved further to recommend to the Board to empower the Director, SVNIT, Surat to sanction the amount and issue purchase order to the

eligible lowest bidder selected after proper bidding process through GeM which will be reported in the subsequent meeting of FC/BoG."

Item 57.10: To consider the proposal to grant administrative approval and expenditure sanction for inviting fresh bid through GeM for the Housekeeping Services work as per GFR-2017 and to approve for placing the work order to the eligible lowest bidder through GeM.

Reso 57.10: It was informed that the existing annual contract for Cleaning and Sanitation Services at SVNIT, Surat has been awarded to M/s Secured Service Agency Pvt. Limited, Ahmedabad at a total cost of Rs. 2,31,83,274.42/- (including GST) for a total area of 37,76,680 sq.ft, for a period of one year, against the estimated value of Rs. 3,56,96,902/-, as per GeM Order dated 10.03.2025. The current contract is set to expire on 31.03.2026. However, the performance of the agency has been inconsistent, and the Institute has issued several communications highlighting these concerns. If the complaints persist, the Institute may consider taking appropriate action, including termination of the contract, subject to the terms and conditions of the work order. In light of this, it is proposed to invite a fresh tender through GeM for the cleaning and sanitation services. The estimated cost for the new annual contract is projected at Rs. 3,94,20,702/- (including GST), for an increased total area of 42,03,066 sq.ft.

After detailed deliberations, it was;

"Resolved to recommend to the Board of Governors for administrative approval and sanction of the estimated cost for inviting a fresh bid through GeM for the Housekeeping Services work at the SVNIT Campus, in accordance with GFR-2017, at an estimated cost of Rs. 3,94,20,702/- (including GST). The expenditure shall be charged under Budget Head OH-31. The proposed contract will be for an initial period of one year, which may be extended for an additional year based on mutual consent of both parties. The Director of the Institute is hereby empowered to approve and place the work order to the eligible lowest bidder selected through the GeM bidding process."

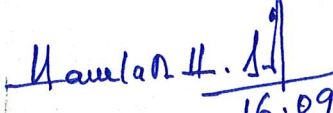
"Further resolved to recommend to the Board of Governors to empower the Director of the Institute to terminate the contract for Housekeeping and Sanitation Services at SVNIT, Surat with M/s Secured Service Agency Pvt. Limited, Ahmedabad, in accordance with the terms and conditions of the existing work order, in the event of continued non-satisfactory performance."

Item 57.11: To note the extension of the existing contract with M/s. ICICI Lombard General Insurance Company Limited for Group Medical Coverage Policy for the year 2025-2026 starting from 31/07/2025 to 30/07/2026 for students of SVNIT, Surat from at the agreed rate of Rs. 780/- per student at the total cost of Rs. 49,14,000/- including 18%

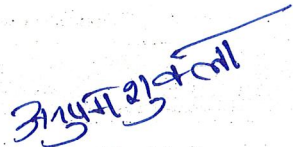
GST with same terms and conditions mentioned in the original work order. The expenditure will be met from Student Council (6/43).

Reso 57.11: "Resolved to recommend to the Board of Governors to note the extension of the existing contract with M/s. ICICI Lombard General Insurance Company Limited for Group Medical Coverage Policy for the year 2025-2026 starting from 31/07/2025 to 30/07/2026 for students of SVNIT, Surat at the agreed rate of Rs. 780/- per student at the total cost of Rs. 49,14,000/- including 18% GST with same terms and conditions mentioned in the original work order. The expenditure will be met from Student Council (6/43)."

The meeting ended with vote of thanks to the Chair.


16.09.2025

(Shri K. K. Singh)
I/C REGISTRAR &
MEMBER SECRETARY
SVNIT, SURAT


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

की पुष्टि
CONFIRMED



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