

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR-713209, WEST BENGAL, INDIA

AGENDA NOTES

FOR

The 43rd meeting of the Finance Committee of NIT Durgapur is scheduled to be held on 24th October, 2017 from 10:30 A.M in the Hotel Royal Plaza, 19 Ashoka Road, New Delhi-110001.

Sl. No.	Item	Page No.
43.01	To Confirm the Minutes of the 42 nd Finance Committee Meeting held on 11 th August, 2017.	01
43.02	Chairman's Observations on financial planning and resource generation.	01
43.03	To note action taken on the Minutes of the 42 nd Finance Committee Meeting held on 11 th August, 2017.	01-03
43.04	To consider the minutes of the 31 st Building and Works Committee meeting of the Institute held on 23 rd September, 2017.	03
43.05	To consider the fund position up to 30 th Sept, 2017	03
43.06	Finalization of consolidated budget for the Financial Year 2017-18 and 2018-19.	04-06
43.07	Any other item with permission of the chair.	06

Item#: 43.01: To Confirm the Minutes of the 42nd Finance Committee Meeting held on 11th August, 2017.

The 42nd Meeting of Finance Committee was held on 11th August, 2017, at the USI, Seminar Room – 2 , New Delhi. The minutes of the said meeting were circulated amongst the members for comments.

No Comments on the minutes were received from Members.

Placed for consideration and confirmation of the Board of Governors.

(Annexure- I)

Item#: 43.02: Chairman’s Observations on financial planning and resource generation.

Item#: 43.03: To note action taken on the Minutes of the 42nd Finance Committee Meeting held on 11th August, 2017.

Item	Subject	Action Taken
42.01	To Confirm the Minutes of the 41 st Finance Committee Meeting held on 5 th May, 2017	Minute redrafted incorporating the comments are attached as Annexure - II
42.02	<p>To note the action taken on the Minutes of the 41st Finance Committee Meeting held on 5th May, 2017.</p> <p>Item# 41:02 (i) As reported by the Chairman regarding the space allocation for research students, new faculty members, visiting faculty, adjunct etc. which was identified and presented before Finance committee by Dean P&D and subsequently approved by board and yet not compiled, the director decided to call a meeting of all the Deans which is to be scheduled on his next visit i.e on 3rd September, 2017 and the resolution of the same to be placed in the next Finance Committee meeting. The Dean had suggested that part of the surplus space allotted to Earth and Environment Science Department be used for this purpose which was approved by FC & Board</p> <p>Item# 41:02 (ii) Regarding the Check-List for purchases and to expedite the purchase process, the Finance Committee resolved that the Registrar should monitor the procurement process, and henceforth a status report on purchase of various items to be included in the Finance Committee Agenda.</p>	<p>(i) Space allocation has already been done for sixteen Research Scholars in old Academic Building along with necessary furniture etc.</p> <p>(ii) Twenty Research Scholars are being accommodate in the new Academic Building Block</p> <p>A committee has been formed under the Chairmanship of Professor P.P. Gupta to remove the bottlenecks and to speed-up the purchase process Annexure - III</p> <p>The committee has given the recommendation which has already been implemented. Annexure -IV GEM user name & Password Has been provided to all HoDs to speed-up the purchase process.</p>

	<p>Item# 41:02 (iii) For upgradation of UG Laboratories, Finance Committee has expressed its concern ; regarding the delay in submitting the proposal for upgradation of UG Laboratories by various departments and has requested the Registrar to issue reminders to HoDs for urgent submission of proposals.</p> <p>Item# 41:02 (iv) It was also resolved that the Institute should prepare the revised estimate 2017-18 and budget estimate 2018-19 in consultation with HoDs and Deans and submit the detailed budget document in the next Finance Committee meeting. In preparation of this Budget-documents prioritization of various ongoing construction projects vis-a-vis upgradation of UG Labs, Workshop Renovation, procurement of equipment is to be taken care-of. The Finance Committee has also emphasized that as “Higher Education Funding Agency” (HEFA) has come into existence, possibilities may be explored for taking Loans from HEFA for developmental work, if required. Workshop renovation/procurement of equipment.</p>	<p>A meeting was chaired by the Director with all Deans & Heads in this regard on 05.09.2017 and it has been instructed to all concerned to submit report in this regard by 22.09.2017</p> <p>Consolidated Budget is placed in Agenda Point 43.05</p>
<p>42.03</p>	<p>Provisioning and expenditure of funds for Hardware and Software for e – office deployment and Chankya package.</p> <p>(i) MHRD should be approached regarding the current status of the e-office deployment at NIT Durgapur in light of the replies received from NIC in this regard. Subsequently open tender process as per GFR 2017 may be followed for procurement as well as for selection of vendor for e-office deployment.</p> <p>(ii) If required, NIT Delhi may be approached for e-office deployment.</p> <p>(iii) A cost-benefit-analysis (CBA) may be carried out in respect of recurring expenditure to be incurred for Chanyakya Academic Package Software. Cost effectiveness may be analysed and justification for continuing with Chanyakya Academic Package Software be submitted.</p>	<p>Letter issued to MHRD vide letter No.NITD/ Regis/e-office/912 dt. 13.09.2017</p> <p>NIT Delhi will be contacted as and when required</p> <p>IDM issued to Dean (Academic) & AR (F&A) to take necessary action in this regard. The Cost Benefit Analysis (CBA) as prepared by CA Firm in consultation with Dean (Academic) is given in Annexure.</p> <p style="text-align: right;">Annexure - V</p>
<p>42.04</p>	<p>Provision of Computers in the Library along with internet facility for conduct of online examinations.</p>	<p>IDM issued to Dean (AOTP) for necessary action</p>

42.05	Provision of Rs. 2.5 Crores for repairs and upgradation of gallery type class rooms including repair/replacement of furniture and provision of ACs (Revised Proposal).	IDM issued to Dean P&D. Estimate has already included in the Budget document.
42.06	Proposal for engagement of legal expert at NIT Durgapur:	IDM issued to AR(Legal) for necessary action. Report is attached as annexure. Annexure – VI
42.07	To consider the fund position as on 31st July, 2017.	The requirement fund was discussed in details and it was suggested to place the consolidated budget of the Institute in next FC meeting.
42.08	Procedure of budget allocation under various heads and monitoring of expenditures.	The Procedure of budget allocation under various heads and monitoring of expenditures was discussed in details and it was suggested to be place in next FC meeting.
42.09	Additional full time PhD Scholars.	Being Process.

Item#: 43.04: To consider the minutes of the 31st Building and Works Committee meeting of the Institute held on 23rd September, 2017.

The minutes of the 31st Building and Works Committee meeting of the Institute is attached as annexure.

Annexure - VII

Item#: 43.05: To consider the fund position up to 30th Sept, 2017.

The fund position as on 30th Sept, 2017 is given below:-

Revenue									(Rs. in lakh)
Object Head	Expenditure 2016-17	Opening Balance 01-04-2017	Grand released till 29.09.2017 during 2017-2018	IRG 2017-18	Total Fund Available with the institute	Actual Expenditure 29.09.2017 during 2017-18	Unspent/Deficit Balance 29-09-2017	Requirement for 3rd Qtr	Requirement for 2017-18
[1]	[2]	[3]	[4]	[5]	[6]=[3+4+5]	[7]	[8] = [6-7]	[9]	[10]
31	5589.55	-386.57	1548.00	1600.87	2762.30	2439.48	322.82	1697.50	6474.13
36	4122.90	0.00	2403.00	0.00	2403.00	2042.57	360.43	1167.00	4372.65
Total (Recurring)	9712.45	-386.57	3951.00	1600.87	5165.30	4482.05	683.25	2864.50	10846.78
35 (Non-Recurring Grants)	5039.46	103.18	7193.00	0.00	7296.18	6277.00	1019.18	3120.00	11114.01
Grand Total (Recurring +Non-Recurring)	14751.91	-283.39	11144.00	1600.87	12461.48	10759.05	1702.43	5984.50	21960.79

Item#: 43.06: Finalization of consolidated budget for the Financial Year 2017-18 and 2018-19.

The Revised Estimate (RE) for 2017-18 and Budget Estimate (BE) for the year 2018-19 is given below:-

(Rs. in lakh)

Object Head	Expenditure 2015-16	Expenditure 2016-17	2017-18(Rs.)/ Revised Estimated			2018-19(Rs.) Budget Estimated
			Actuals April-August	Estimated Sept-March	Total	
[1]	[2]	[3]	[4]	[5]	[6=4+5]	[7]
31(Non-Salary)	6,004.92	5,589.55	2,384.76	4,089.37	6,474.13	7,457.90
36 (Salary)	3,831.15	4,122.90	1,753.24	2,619.41	4,372.65	5,028.55
Total (Recurring)	9,836.07	9,712.45	4,138.00	6,708.78	10,846.78	12,486.45
35 (Non-Recurring Exp.) *Details of Projects in given below	4,430.74	5,039.46	3,503.94	7,556.07	11,114.01	9,920.00
Total (Recurring +Non-Recurring) (A)	14,266.81	14,751.91	7,641.94	14,264.85	21,960.79	22,406.45
Total Grant (Plan + Non-Plan)(Appx.) (B)					15,900.00	
Institute Income (Appx.) (C)					4,283.25	
Total Available Balance (B+C-A)					-1,777.54	

- Note: 1. Provision for Loan from IRG to the tune of Rs. 20 Crores. [As per approval of BOG]
2. Provision for Loan from HEFA.

Details of Projects under object head 35 (Non-Recurring Exp.)

(Rs. In lakhs)

Sl. No.	ITEMS	2017-18 Revised Estimate	2018-19 Budget Estimated
A	On-going Project		
(i)	Construction of 1250 seated Boy's Hostel	3,986.00	2,000.00
(ii)	500 Seated Girls' Hostel	508.61	-
(iii)	VIP Guest House	50.00	-
(iv)	Construction of 1500 seat capacity Auditorium	1,000.00	500.00
(v)	Construction of Hostel Annexed to exist hostel	11.39	-
(vi)	Extension of Dining Hall 1,2, and 5	26.00	-
(vii)	Internal Painting of hostel No.1 to 9	11.30	-
(viii)	Renovation work	36.50	-
(xi)	Computer Peripherals for Computer Centre.	0.77	-
(x)	Computer and Computer Peripherals for Institute	10.26	-
(xi)	Equipment for Institute	36.41	-
(xii)	Furniture for Institute	39.28	-
(xiii)	Computer Software for Institute	5.21	-
(xiv)	Construction of Proper Fencing of the Residential Hostels	55.14	-
(xv)	Furniture to New Academic Building	264.00	-
(xvi)	Renovation of Boys& Girls Hostel Toilet	63.00	-
(xvii)	Rising of campus boundary wall	356.32	500.00
(xviii)	Equipments in Department and Software	500.00	200.00

(xix)	Renovation of Hostel 1 to 9 (Civil & Electricals)	900.00	1,200.00
(xx)	Yearly Maintenance of whole campus	250.00	200.00
(xxi)	Roof Treatment & Internal and external painting of all quarters	500.00	300.00
(xxii)	Lab Equipment and Furniture	1500.00	-
	TOTAL OF A	10,110.19	4,900.00
B	Equipments of Laboratory for Departments and Undergraduate		
(i)	Chemical Engineering	45.00	-
(ii)	Civil Engineering	45.00	-
(iii)	Chemistry	20.00	-
(iv)	Director's Office	10.00	-
(v)	Estate	10.00	-
(vi)	Electrical Engineering	50.00	-
(vii)	E.E.S.	3.00	-
(viii)	Humanities and Social Studies	15.00	-
(ix)	Hospital	10.00	-
(x)	M.M.E.	10.00	-
(xi)	Mechanical Engineering	60.00	-
(xii)	ECE	10.00	-
(xiii)	Mathematics	10.00	-
(xiv)	Physics	20.00	-
(xv)	Electronics & Communication Engineering (ECE)	50.00	-
(xvi)	Workshop	160.00	-
(xvii)	Library	10.00	-
(xviii)	Computer Centre	10.00	-
(xix)	C. S. E	10.00	-
(xx)	I. T.	10.00	-
(xxi)	Central Instrumentation Facilities	10.00	-
(xxii)	Computer Application	10.00	-
(xxiii)	Dean (AIRO)	10.00	-
(xxiv)	Internal telephone	10.00	-
(xxv)	Scholarship	10.00	-
(xxvi)	Executive Engineer	10.00	-
(xxvii)	Maintenance	10.00	-
(xxviii)	P.T.I.	10.00	-
(xxix)	D.M.S.	10.00	-
(xxx)	T.P.S.W.	10.00	-
(xxxi)	Bio - Technology	45.00	-
(xxxii)	Research Initiation Grant (RIG)	45.82	-
(xxxiii)	Environmental studies	5.00	-
(xxxiv)	Metallurgical Engineering	35.00	-
(xxxv)	Computer Science	50.00	-
(xxxvi)	New Procurement of 100 Computers for TPSW	43.00	-
	TOTAL OF B	891.82	0.00
C	Equipment for Institute (NITD)	33.00	-
	TOTAL OF C	33.00	0.00
D	Centre of Excellence (Renovation work)	25.00	-
	TOTAL OF D	25.00	0.00

E	New Project		
(i)	Automation and Provision of LAN using OFC for the Entire campus	-	300.00
(ii)	Furniture 1250 Seated Boy's Hostel	-	1,200.00
(iii)	Conversions of open terrace over ME department and centre of excellence	-	100.00
(iv)	Central A/C with external & internal renovation of central library	-	300.00
(v)	Additional finishing of top two floors of 500+ Seated girls hostel	-	400.00
(vi)	Augmentation of LH and Galleries of old Academic	-	250.00
(vii)	New Procurements of equipment's in Laboratory	-	500.00
(viii)	Furniture of hostels (Coat, Table, Chair, Almirha, Dining Table & chair)	-	100.00
(ix)	Renovation of underground sewer line	-	620.00
(x)	Renovation of lords & EAA Building	-	100.00
(xi)	Complete internal renovation of Hall 1 to 5 and 7	-	500.00
(xii)	External Paintings and repairs of Staff Quarters	54.00	300.00
(xiii)	Civil and Electrical Maintenance of Campus Infrastructure	-	250.00
	Miscellaneous (e.g. Campus Roads, CCTV and AC of New Galleries)		100.00
	TOTAL OF E	54.00	5020.00
	GRAND TOTAL (A+B+C+D+E)	11114.01	9920.00

Item#: 43.07: Any other item with permission of the chair.

Shri U.C. Mukherjee
Registrar & Member Secretary,
Finance Committee
National Institute of Technology, Durgapur

NATIONAL INSTITUTE OF TECHNOLOGY
DURGAPUR-713209, WEST BENGAL, INDIA

Minutes of the 42nd Meeting of the Finance Committee held on 18th August 2017 at 10:30 A.M. in United Service Institution of India, Seminar Room- 2, Rao Tula Ram Marg, Vasant Vihar, New Delhi-57.

The following members attended the Meeting:

- | | |
|---|-------------------------|
| 1. Prof. A. B. Bhattacharyya,
Chairperson, Board of Governors,
National Institute of Technology,
Durgapur | Chairperson |
| 2. Prof. Animesh Biswas
Director, (Additional Charge),
National Institute of Technology,
Durgapur | Member |
| 3. Shri Sanjeev Sharma
Director, NITs
Dept. of Higher Education,
MHRD, Govt. Of India
Shastri Bhavan, New Delhi | Member |
| 4. Shri D.K. Singh,
Under Secretary, IFD, (Representing JS & FA, MHRD)
Dept. of Higher Education,
MHRD, Govt. Of India
Shastri Bhavan, New Delhi | Member |
| 5. Prof. S.P. Ghoshal
Professor,
Department of Electrical Engineering,
National Institute of Technology,
Durgapur. | Member |
| 6. Shri U.C. Mukherjee
Registrar-In-Charge
National Institute of Technology Durgapur | Member Secretary |

The Chairperson, Board of Governors welcomed all members of the Finance Committee to the 42nd meeting of the Finance Committee.

Item#: 42.01: To Confirm the Minutes of the 41st Finance Committee Meeting held on 5th May, 2017.

The minutes of the 41st Finance Committee was confirmed after incorporating the comments received from the members.

Item#: 42.02: To note the action taken on the Minutes of the 41st Finance Committee Meeting held on 5th May, 2017.

Item# 41.02 (i) As reported by the Chairman regarding the space allocation for research students, new faculty members, visiting faculty, adjunct faculty etc which was identified and presented before FC by Dean (P&D) and subsequently approved by Board and yet not complied, the Director decided to call a meeting of all the Deans which is to be scheduled on his next visit i.e on 03/09/2017 and the resolution of the same to be placed in next Finance Committee meeting. The Dean had suggested that part of the surplus space allotted to Earth and Environment Science department be used for this purpose which was approved by FC and Board.

Item# 41.02 (ii) Regarding the Check-List for purchases and to expedite the purchase process, the Finance Committee resolved that the Registrar should monitor the procurement process, and henceforth a status report on purchase of various items to be included in the Finance Committee Agenda.

Item# 41.02 (iii) For upgradation of UG Laboratories, Finance Committee has expressed its concern ; regarding the delay in submitting the proposal for upgradation of UG Laboratories by various departments and has requested the Registrar to issue reminders to HoDs for urgent submission of proposals.

Item# 41.02 (iv) It was also resolved that the Institute should prepare the revised estimate 2017-18 and budget estimate 2018-19 in consultation with HoDs and Deans and submit the detailed budget document in the next Finance Committee meeting. In preparation of this Budget-documents prioritization of various ongoing construction projects vis-a-vis upgradation of UG Labs, Workshop Renovation, procurement of equipment is to be taken care-of. The Finance Committee has also emphasized that as "Higher Education Funding Agency" (HEFA) has come into existence, possibilities may be explored for taking Loans from HEFA for developmental work, if required.

Item#: 42.03: Provision and expenditure of funds for hardware and software for e-office deployment (Revised Proposal).

(i) MHRD should be approached regarding the current status of the e-office deployment at NIT Durgapur in light of the replies received from NIC in this regard. Subsequently open tender process as per GFR 2017 may be followed for procurement as well as for selection of vendor for e-office deployment.

(ii) If required, NIT Delhi may be approached for e-office deployment.

(iii) A cost-benefit-analysis (CBA) may be carried out in respect of recurring expenditure to be incurred for Chanyakya Academic Package Software. Cost effectiveness may be analysed and justification for continuing with Chanyakya Academic Package Software be submitted.

Item#: 42.04: Provision of Computers in the Library along with internet facility for conduct of online examinations.

The Finance Committee has approved the proposal of procurement of Computers in the Library. However, the procurement has to be made through GeM to the extent possible, and the systems after installation may be made available to the Placement department as also to the students in general. However, as the cost appears to be on higher side, the proposal may be revisited again and be placed to the Director for approval.

Item#: 42.05: Provision of Rs. 2.5 Crores for repairs and upgradation of gallery type class rooms including repair/replacement of furniture and provision of ACs (Revised Proposal).

The Finance Committee opined that the estimated item wise cost seems to be on higher side. The proposal should be revisited and to be included in the budget documents as already mentioned in item# 42.02 (iv) for deciding the modalities of financing the project.

Item#: 42.06: Proposal for engagement of legal expert at NIT Durgapur:

The Finance Committee suggested that the Institute should prepare a panel of Advocates for High Court as well as for Durgapur Court for defending various court cases of the Institute. Payment should be made to the Advocates on case to case basis. Furthermore advertisement should be published for engagement of one legal expert (Advocate) on contractual basis for a period not exceeding one year.

Item# 42.07 : To consider the fund position as on 31st July, 2017.

The Finance Committee noted the fund position of the Institute as on 31st July, 2017. However, the finance committee has suggested that comprehensive budget as mentioned in Item# 42.02(iv) may be prepared and placed in the next FC meeting with prioritization of various projects.

Item#: 42.08: Procedure of budget allocation under various heads and monitoring of expenditures.

The Finance Committee has opined that the system of budget allocation procedure as has been adopted has been at NIT Rourkela to be implemented at NIT Durgapur.

Item#: 42.09 : Additional full time PhD Scholars.

The Finance Committee opined that matching savings has to be done for intake of additional full-time PhD scholar.

Due to shortage of time, the next of the Agenda Items could not be discussed, which is to be placed before the next **Finance Committee** meeting for approval.

The meeting ended with a vote of thanks to the chair



Shri U.C. Mukherjee
Registrar-In-Charge
National Institute of Technology Durgapur

REGISTRAR (I/C)
NATIONAL INSTITUTE OF TECHNOLOGY
MAHATMA GANDHI AVENUE
DURGAPUR - 713209 (W.B.)

**NATIONAL INSTITUTE OF TECHNOLOGY****DURGAPUR-713209, WEST BENGAL, INDIA**

Minutes of the 41st Meeting of the Finance Committee held on 5th May 2017 at 10:30 A.M. in The Hotel Royal Plaza, Mezzanine Floor, 19 Ashoka Road, New Delhi – 110001.

The following members attended the Meeting:

- 1. Prof. A. B. Bhattacharyya,** **Chairperson**
Chairperson, Board of Governors,
National Institute of Technology,
Durgapur
- 2. Prof. Asok De,** **Member**
Director, (Additional Charge),
National Institute of Technology,
Durgapur
- 3. Shri D.K. Singh,** **Member**
Under Secretary, IFD (Representing JS & FA, MHRD)
Dept. of Higher Education,
MHRD, Govt. Of India
Shastri Bhavan, New Delhi
- 4. Shri. K. Rajan,** **Member**
Under Secretary, TS – III (Representing JS(NITs) MHRD)
Deptt Of Higher Education,
MHRD, Govt. of India
Shastri Bhawan, New Delhi – 110 015
- 5. Prof. S.P. Ghoshal** **Member**
Professor,
Department of Electrical Engineering,
National Institute of Technology,
Durgapur.
- 6. Brig.(Retd.) A. S. Nijjar,** **Member Secretary**
Registrar,
National institute of Technology,
Durgapur

The Chairperson, Board of Governors welcomed all members of the Finance Committee to the 41st meeting of the Finance Committee.

Item#: 41.01: To Confirm the Minutes of the 40th Finance Committee Meeting held on 19th January, 2017.

Confirmed.

Item#: 41.02: To note action taken on the Minutes of the 40th Finance Committee Meeting held on 19th January, 2017.

40.01:

(i) In response to information given by Chairman that space allocation has not been made for research students and new faculty to be recruited/visiting faculty/adjunct faculty as proposed by Dean B&W and approved by FC and Board. Director informed that the matter should be brought to his attention for necessary action during his next visit to NIT Durgapur.

(ii) **Upgradation of UG Laboratories:** It was recommended that all departments submit a modernization plan of capital equipment for undergraduate (UG) laboratories within a limit of Rs. 50 lakhs which will be made available in quarterly phases provided procurement and modernization has been implemented. The integrated upgradation plan for each UG laboratory by departments be submitted to director who may get the plan reviewed by experts to be assigned by him. The upgradation should ensure that no more than a group of two or three students are involved on a single experiment. The allocation to departments should be made proportional to the intake of students. It is also to be noted that, this upgradation program is proposed to be one time allocation. This special allocation is in addition to routine departmental running cost.

(iii) For speeding up of the purchase process, a checklist for various actions to be taken including detailed specifications of the items to be procured, should be circulated to all the departments.

(iv) An amount of Rs. 1.5 Crores to be allotted to workshop for renovation/procurement of equipment etc.

40.08: Services of Professional Chartered Accountant, should be hired for correction/preparation of bank reconciliation statements for the period from 2008-09 to 2013-14.

Item#: 41.03: Provisioning and expenditure of funds for Hardware and Software for e – office deployment.

(i) The Finance Committee agreed and recommended the proposal for funds for Hardware & Software for e-office deployment. Rs. 2.5 crores for e-office and Rs. 25 Lakhs per year for Chanakya Academic Package were approved.

(ii) For implementation of e-office, the requirement of computers, printers, etc should be placed in the next Finance Committee meeting for approval.

(iii) For digitisation of official documents, atleast two high speed scanners should be procured by the Institute and proper manpower should be deployed for digitisation of office data.

It is proposed that the Institute may revisit the expenditure to be incurred as the cost (Rs. 2.5 crores) appears to be on a very high side. While doing so the Institute may detail the expenditure to be incurred item wise. Further, the Chanakya Academic Package (software) may be re-negotiated so that the cost could be reduced. It may also be worthwhile to look into the systems being developed by the other NITs..

This item may be brought as an agenda item in the next F.C. meeting.

Item#: 41.04: To consider Annual Accounts 2016-17 for approval.

The Finance Committee approved the annual accounts for the year 2016-17.

Item#: 41.05: To consider the fund position as on 01-04-2017.

Finance Committee noted the fund position of the Institute as on 01/04/2017. The Finance Committee also noted that an amount of Rs. 28.80 Crore has been allocated to the institute towards first instalment to incur expenditure for non recurring and recurring activities as per monthly expenditure plan (MEP) for the month of April 2017.

Item#: 41.06: Information to the Finance Committee regarding various observations by the Chairman, BOG.

The estimated cost of Rs. 2.5 crore for renovation of class rooms and procurement of Air Conditioners may be revisited. Due to severe resources crunch Ministry may not be in a position to provide funds for this purpose.

It is advised that the Institute may look for options such as air coolers instead of ACs and repairing

Of the furnitures instead of replacing. It is gathered that VNIT Nagpur has installed air coolers in class rooms. The Institute may explore the option as suggested above.

The Committee directed that action should be initiated to remove encroachments from the NIT land. Legal, police/civil authority help should be sought where necessary.

The Finance Committee recommended that all gallery - type class rooms of the old academic building should be fitted with air conditioners (4-5 Nos in each class depending upon the size of the class). The broken furniture, desks, chairs, tables etc should be repaired/replaced. Finance Committee also recommended that the proposal for renovation of such class rooms should be approved by the Director. The estimated amount of Rs. 2.5 crores for the above had already been projected by Dean P&D during his presentation in the 39th Finance Committee meeting.

Item#: 41.07: Any other item with the permission of the chair.

The Finance Committee recommended procurement of computers for providing internet facility to the students in the Institute Library, at an estimated cost of approximately Rs. one crore.

It is suggested that an estimate of how many computers to be procured and how many are there and in how many computers internet facility is required may be brought out clearly and placed as an agenda item in the next F.C. meeting.

*MUMP
12/13*

**Shri U.C. Mukherjee
Registrar (I/c) & Member Secretary,
Finance Committee
National Institute of Technology, Durgapur**



राष्ट्रीय प्रौद्योगिकी संस्थान, दुर्गापुर
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 (West Bengal), INDIA, www.nitdgp.ac.in

An Autonomous Institution of the Govt. of India under MHRD

NITD/Pers_Sec/Steering committee/2017

Date: 11.09.2

OFFICE ORDER

As approved by the Competent Authority of the Institute, a Steering Committee is hereby constituted under the Chairmanship of Prof P. P. Gupta, Professor, Dept. Chemical Engg. The committee will look out the bottlenecks in the purchase process through GeM, eProcurement and suggest corrective actions to speed up the process.

Constitution of the steering committee is given hereunder:-

- | | |
|--|--------------|
| 1. Prof. Parthapratim Gupta, Professor, Dept. of Chemical Engg. | -Chairperson |
| 2. Dr. Anupam De, Assistant Professor, Dept. of Management Studies | - Member |
| 3. Mr. Alok Chattopadhyay, Deputy Registrar (P&S) | -Member |
| 4. Mr. Santosh Kumar Saha, Technical Officer | -Coordinator |

The committee will start functioning forthwith.

memf 09
11/09/17
 Registrar (1/1)

Copy to:

1. Director
2. Registrar
3. All Deans/ All HoD/ All Section Heads
4. Concerned committee members
5. Director Secretariat/Registrar Secretariat
6. File copy

Deputy Registrar
 Deputy Registrar (Establishment)

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
DURGAPUR – 713 209

Ref.No. NITD/Regis/OO/929

September 25, 2017

Office Order

The following norms have been approved by the competent authority to streamline the procurement as per GFR 2017.

1. Procurement process shall be decentralized among all departments, sections and centres.
2. NIC shall provide E-procurement software, training, technical support and procurement passwords for all Deans, heads of departments, section and central facilities who will act as the Procurement Entity.
3. Digital signature shall be provided to all faculty members and officers to facilitate procurement.
4. Stores & Purchase section may carry out the procurement of the stock items and central purchase of goods requisitioned by multiple departments/ sections/ centres.
5. GeM log-in has been provided to all Deans, Heads and officers with which they would be able to carry out the procurement through GeM. Their accounts have been activated.
6. Schedule of procurement powers (SoPP) is attached (Annexure I). However, it may be revised in future, depending on problems encountered in the procurement process and revision in financial power of different functionaries.
7. An urgent action shall be initiated to prepare a list of registered suppliers for the Institute as per rule 150 of GFR, which would be needed for procurements like Limited Tender Enquiry (rule 162), etc. All departments / sections / centres shall intimate their requirement to DR (P&S) for the exercise.
8. Deans and Heads of departments, sections and central facilities shall act as Procurement Entity and would not be a part of the Tender Committee for procurement above INR 25,00,000 as per GFR 2017.
9. The Steering committee shall prepare a few formats for use by the indenter, Tender Committee and Procurement Entity.
10. Splitting of demand and creating multiple Bids/RAs is prohibited. Technical specification of a good should not be prepared conforming to that of a particular OEM, except for a proprietary item.
11. For purchase of goods which are not available in GeM, a certificate is necessary before initiating procurement through other routes.
12. Proprietary Article Certificate (PAC) shall be approved by Director to prevent future observations from external agencies like CAG, CVC etc. Details of such contracts shall be published on the Institute website as per GFR 2017.
13. Purchase /work order for all procurement above INR 25,000 shall be placed by Registrar.
14. All procurement in the Institute, except that financed by loans / grants of international Agencies, like the World Bank, Asian Development Bank, etc., shall be made strictly following the documents:
 - a) GFR 2017
 - b) Manual for Procurement of Goods 2017
 - c) Manual for Consultancy and Other Services 2017
15. In case of conflict with any other rules, GFR 2017 will prevail.
16. In case of confusion in the interpretation of GFR 2017, the Institute will seek clarification from the competent authority.

This issues with the approval of the competent authority.

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Registrar (I/c)

Copy to All

D) Tender committee composition (including member secretary thereof) as well as designated level of CA for acceptance of TC recommendations for Various slabs of estimated Tender Value. normally there should be standing Tender committees					
Slab 1 (INR 25,00,000 to 30,00,000)	≥3 members One representative of Head, Finance Section	-	CA	-	-
Slab 2 (INR 30,00,000 to 2,00,00,000)	≥3 members One representative of Head, Finance Section	-	CA	-	-
Slab 3 (INR 2,00,00,000 to 25,00,00,000)	≥3 members One representative of Head, Finance Section	-	-	CA	-
Higher levels and other type of TC to suit local requirements, Acceptance at Sec level	≥3 members One representative of Head, Finance Section	-	-	CA- Any Amount	-
Approval of acceptance of Single Offer against GTE/OTE/LTE and acceptance of unsolicited Offers in LTE against urgency certificate by the indenter	≥3 members One representative of Head, Finance Section	-	-	CA-As per GFR 2017	-
E) Formulation and Placement of contracts					
Contracts after following Tendering Process	-	-	Any amount	-	-
Contracts of Withdrawal against DGS&D or local Rate Contracts	-	-	Any Amount	-	-
Approval of Direct Procurement of items which are available in DGS&D Rate Contracts (not more than 1.5 Lakh on each occasion, with annual ceiling of Rs 8 Lakh for each Item)	-	-	As per GFR 2017	-	-
Placement of Indents on Canalized Agencies/DGS&D/Other Govt. Departments.	-	-	As per GFR 2017	-	-
F) Acceptance of special conditions with concurrence of Finance before award of contract as per recommendation of TC/CA					
Acceptance of 100% Payment against Proforma Invoice	-	-	-	Any Amount	-
Other Variations demanded by Suppliers in special circumstances.	-	-	-	Any Amount	-
G) Post contract Powers, including Bill Passing and Payments, Handing over assets/equipments/material/utilities to Contractor; Extensions with or without LD, or approvals of Variations, Contract Closure, Terminations, Arbitrator appointment, Accepting and sanctioning Court and Arbitration award					
Waiver of Liquidated Damages	-	-	-	Any Amount	-
Write off of Losses due to impossibility of recovery of Risk Purchase, General Damages, Liquidated Damages, Rejected	-	-	-	Any Amount	-
Acceptance of Goods by Consignee after expiry of delivery period for small value/marginal delays	-	-	Any Amount	-	-
Acceptance of Excess or Short deliveries upto 5% of total quantity and to treat contract as closed.	-	-	Any Amount	-	-
Allowing release of Time-barred claims	-	-	-	Any Amount	-

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Structure of schedule of Procurement Powers (SoPP)

Levels of Powers ->	Threshold Value in Rupees (Lakh)				
	Faculty/ Officer	Dean/ Head of Dept./ Section/ Centre/ Central facilities	Registrar	Director	BoG
A) Indents initiation, approvals and Signing: Including formulation of Technical Specifications					
Technical Approval	-	Any amount	-	-	-
Administrative, Budgetary Approval	-	-	5.0	100.0	Any amount
Initiation, Signing & Submission	Any amount for initiation & signature	Any amount	-	-	-
Approval and Signing of PAC	-	-	-	As per GFR 2017	-
Approval and Signing of Urgency Certificate for SLTE or for acceptance of Single offer received against LTE	-	-	-	As per GFR 2017	-
Approval & Justification for STE without PAC	-	-	-	As per GFR 2017	-
B) Approval for Floating of Tenders of Various Types including Selection of Mode of Procurement and Bidding System, Short List of Bidders for LTE/SLTE, Bid Documents Preparations, including parameters of SBD and variation there-from in AITB, SCC, Eligibility/Pre-Qualification Criteria, Decisions of Bid Cost, EMD/PBG; Quantity, Slicing/ Packaging of requirements; non-standard payment terms, Advance Payment, Stage Payments, Proforma invoice payment, Exchange Rate Variations, Price Variations Clauses, LC payments etc.					
OTE/LTE tenders as per Norms	-	Any amount	-	-	-
STE with / without PAC Tender	-	-	-	As per GFR 2017	-
GTE Tenders	-	-	-	Any amount	-
Single Stage Two Envelop System	-	Any amount	-	-	-
Prequalification Tender Two Stage or Single Stage three Envelops	-	-	-	Any amount	-
EoI Tenders	-	-	-	Any amount	-
Approval of Retendering of a discharged tender after second attempt	-	-	-	Any amount	-
C) competent authority (CA) for evaluation and acceptance of Tenders					
Procurement without calling Quotation	-	0.25	-	-	-
Procurement Through a Purchase Committee	-	Any Amount	-	-	-
Direct Approval of Tenders Without Tender committee	-	-	-	As per GFR 2017	-
To accept Single Tender Purchase of Steel Items from Steel PSUs or Petroleum Products from Petroleum PSUs	-	-	-	As per GFR 2017	-

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ANNEXURE - V

COST BENEFIT ANALYSIS

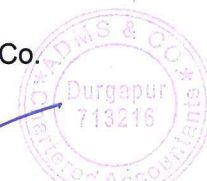
ORGANISATION NAME	NATIONAL INSTITUTE OF TECHNOLOGY
PROPOSED PRODUCT/INITIATIVE/SERVICE	CHANYAKYA ACADEMIC PACKAGE SOFTWARE FOR COMPUTERISATION OF REGISTRATION & EXAMINATION SYSTEM

QUANTITATIVE ANALYSIS	PER MONTH	PER ANNUM
BENEFITS		
COST SAVINGS	119750	1487000
COST AVOIDANCE	0	0
REVENUE	0	0
OTHER	0	0
TOTAL BENEFITS	119750	1487000
COSTS		
NON-RECURRING	0	0
RECURRING	75235	1302820
TOTAL COSTS	75235	1302820
NET BENEFIT OR COST	44515	184180

BENEFIT-COST RATIO(BCR)	1.14
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BCR>1.0, Which means that the benefit exceed the cost, and the project should be allowed to proceed.

For ADMS and Co.



Guru Simran Prithpal Singh, FCA
Partner
M No. 068536

**COST BENEFIT ANALYSIS**

ORGANISATION NAME	NATIONAL INSTITUTE OF TECHNOLOGY
PROPOSED PRODUCT/INITIATIVE/SERVICE	CHANAKYA ACADEMIC PACKAGE SOFTWARE FOR COMPUTERISATION OF REGISTRATION & EXAMINATION SYSTEM

QUANTITATIVE ANALYSIS	COST PER MONTH	COST PER ANNUM
NON-RECURRING COSTS	(Rs)	(Rs)
Hardware	0.00	0.00
Telecommunication Equipment	0.00	0.00
Software (Packaged or Custom)	0.00	0.00
Furniture and Fixtures	0.00	0.00
Project Organizational/Support Costs	0.00	0.00
Procurement	0.00	0.00
Infrastructure	0.00	0.00
Development	0.00	0.00
Business Process Owners (Users)	0.00	0.00
Management	0.00	0.00
Training of Employees (Pre-Implementation)	0.00	0.00
TOTAL NON-RECURRING COSTS	0.00	0.00

RECURRING COSTS	(Rs)	(Rs)
Hardware/Software	0.00	0.00
Software Maintenance and Upgrades	0.00	0.00
Computer Supplies	0.00	0.00
Security Audit	-	10000.00
SMS Gateway	0.00	50000.00
Ongoing Additional Labor	0.00	0.00
IT Staff Costs (including Benefits)	75235.00	902820.00
User Training	0.00	0.00
Other	-	50000.00
Tour & Travel	-	200000.00
Office Leases	0.00	0.00
TOTAL RECURRING COSTS	75235.00	1302820.00

TOTAL COSTS	75235.00	1302820.00
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QUANTITATIVE BENEFITS	BENEFIT PER MONTH	BENEFIT PER ANNUM
REVENUES	(Rs)	(Rs)
		0.00
		0.00
		0.00
TOTAL REVENUES	0.00	0.00

COST SAVINGS	BENEFIT PER MONTH	BENEFIT PER ANNUM
Decreased Cost of Services Provided	18750.00	225000.00
Savings from Process Improvements		0.00
Productivity Gains Hour	20000.00	240000.00
Savings from Structural Changes		0.00
Savings from Optimized Information (or Flow)		0.00
Decreased Information Publishing Cost		0.00
Reduced Staffing Cost (including Overtime)	81000.00	972000.00
Reduced Staff Turnover Costs		50000.00
TOTAL COST SAVINGS	119750.00	1487000.00

COST AVOIDANCE	BENEFIT PER MONTH	BENEFIT PER ANNUM
		0.00
		0.00
TOTAL COST AVOIDANCE	0.00	0.00

OTHER BENEFITS	BENEFIT PER MONTH	BENEFIT PER ANNUM
		0.00
		0.00
TOTAL OTHER BENEFITS	0.00	0.00

TOTAL BENEFITS	119750.00	1487000.00
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NOTE:

- i) The analysis horizon is of one Year.
- ii) It has been assumed that the no. of employees used in managing facilities will be reduced by two. This will bring about a saving of Rs. 9.72 lacs per annum.
- iii) It has also been assumed that the estimated reduction in lost time of 100 working hours per month.
- iv) The cost of tour and travels amounting to Rs. 2.0 lacs can be reduced if the re-imburement will be made by the institute on actual basis.
- v) All the cost savings taken into consideration are based on assumptions.
- vi) The recurring costs has been taken on the basis of cost estimation provided by NIC.
- vii) The non- recurring cost of the package is Nil as a result of which this software is more vaible as compared to other available software in the market.




**Qualitative benefits**

In addition to the quantitative cost savings and cost avoidance calculated above the package provides evidence of substantial qualitative benefits. The overall vision of the package goes beyond cost savings and cost avoidance and includes the additional goals :

- a) It provides transparency in entire pre and post examination processes.
- b) This software can save the efforts, time and resources of the institution.
- c) Students' records can be maintained.
- d) It will extract details in controlled and faster way.
- e) The time spent on manual and paper work can be cut down to a maximum extent and maintains the accuracy.
- f) It provides periodic backup and restoring options.
- g) It also helps in making many MIS and statistical reports to the appropriate authority.

For ADMS and Co.

Guru Simran Prithpal Singh, FCA

Partner

M No. 068536

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REPORT

ANNEXURE - VI

The selection of a new Legal Expert for representing NIT Durgapur before various Courts / Judiciary bodies / Ouasi Judiciary bodies , the committee has been constituted vide Office order NITD / Registrar / Order / 898 dated 04-09-17.

The following are the member of afore- said committee:

1. Prof. Saradindu Ghosh - Dean (Academic)
2. Prof. N.K. Roy - Dean (Alumni, Outreach, Training & Placement)
3. Mr. Asit Kumar - Dy. Registrar (Establishment)

Committee Members discussed on the matters and made a point that the priority be given to take-up the case of contempt case of CAT, which is fixed on 11th September, 2017.

As per the situation, it was felt urgency to visit Calcutta High Court and find-out advocates .

On 07.09.2017.

Accordingly, those Committee Members went to Calcutta High Court on 07.09.17.

The committee members met many advocates at Calcutta High Court. Advocates were having queries on the details of case i.e. about CAT contempt case.

Few advocates were replied that at the contempt level case, a senior level advocate especially having experience in service matters / labour law related issues would be preferred in above case.

Sri Hiranyamoy Bhattacharyya, Advocate who is a practioner in High Court Calcutta was consulted on the said case. Mr Bhattacharyya has got his chamber allotted in Bar Council Room No-11 at High Court Calcutta.

After having a detailed discussion on case History's he agreed to take-up our case.

He advised that since contempt has been made on three person's name, they are to be present in Court and file Wakalat-nama and affidavit, although they are no longer on roll of NIT, Durgapur.

Committee, then explained the location of three person. Since, it was found that Prof. J. P. Sarkar, Ex-Nodal Centre in-charge is residing at Durgapur, Should be informed.

Advocate, Sri H. Bhattacharyya also asked to come tomorrow along with Prof. J. P. Sarkar i.e. on 08.09.2017.

On 08.09.2017

Sri Asit Kumar along-with Sri Debasis Mondal Asst. Reg. (Legal) and (Ex.) Prof. J. P. Sarkar went to Kolkata.

Since, our Director Prof. A Biswas and Registrar I/C Sri U. C. Mukherjee were also present at Kolkata and have consented to visit High Court, Calcutta.

Therefore, all the above official went to Calcutta High Court and met with Advocate Mr. H. Bhattacharyya and discussed about the cases. As per the demand of situation, priority was raised there about the contempt case of CAT, which has fixed/ listed for 11th September, 2017.

Mr. Bhattacharyya then asked us to take an expert -view on the course of further action from our end with a very senior Advocate named Mr. Arunava Ghosh. All officials went to Mr. Ghosh and took his appointment and discussed about the case in detail.

On hearing and going through the facts of the case's details, he advised us to take following action.

- i) Firstly, Institutes should have to always forward the received notices to all concerned .
- ii) All three contender should be given / asked to file their Wakalat-nama and file affidavit.


Accordingly, then Prof JP Sarkar has filed the wakatnama to Mr Bhattacharyya .


Mr Debasis Mondal, AR(Legal) has then been asked to go to CAT along-with Prof JP Sarkar to attend the Contempt case 11 -09-17.

It is also brought to the notice that Mr. Rajashekher Mantha, Advocate who is presently looking after the legal cases of our Institute has called the Director and Registrar In-charge at his chamber to meet and get signature on an affidavit on 08.09.2017. When the Director and Registrar In-charge along with the above team visited his chamber, Mr. Mantha was not available. This type of episode also happened earlier with Prof. Aniruddha Ganguly and Brig. A. S. Nijjar, Ex-Registrar of this Institute as reported. (Such act of Mr. Mantha is undesirable and may cause damage in the future for the Institute in connection with pursuance of legal cases.)

Under the above circumstance the committee arrive at the conclusion that we should hire new legal expert at Calcutta High Court to take care of our Institute legal cases.

Committee recommend that Sri Hiranyamoy Bhattacharyya, Advocate, who's fees is also reasonably lower than Mr. Mantha from case to case, may be hired to look after/ take-up all our legal cases at Calcutta High Court.


Prof. Saradindu Ghosh
Dean (Academic)


Prof. N. K. Roy
Dean (AOT&P)


Mr. Asit Kumar
Dy. Registrar (Estt.)

Recommended.

Registrar (1/1)

MUMPOG
22/9/17

Approved
Director *AS/Chow*
23/9/17

MINUTES

OF

31st Meeting of BUILDING AND WORKS COMMITTEE

DATE: 23.09.2017 (SATURDAY)

TIME: 3.00 PM

VENUE

CSIR Guest House, SIRSA Campus, 59 LAKE ROAD, Kolkata – 29.

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR

MINUTES OF 31st Meeting of BUILDING AND WORKS COMMITTEE September 23rd (SATURDAY), 3.00 PM

The Following members are present

- | | |
|----------------------------------|------------------|
| 1. Prof. Animesh Biswas | Chairman |
| Director (Additional Charge) | |
| National Institute of Technology | |
| 2. Sri Satyaki Sen | Member |
| Nominee of BOG | |
| NIT, Durgapur | |
| 3. Sri D.K. Ujjainia | Member |
| (Nominee of CPWD) | |
| S.E. (Civil) KCC-II, Kolkata | |
| 4. Professor Kamal Bhattacharya | Member |
| Dean (P & D) | |
| NIT, Durgapur | |
| 5. Sri Uday Ch. Mukherjee | Member Secretary |
| Registrar (I/C) | |
| NIT, Durgapur | |

Members from MHRD and Finance Could not attend the meeting . Sri. Durga Prasad Konhar, SE (Electrical) KCC - 1, Kolkata could not attend the meeting as well.

Soft Copy of Agenda Paper were sent to everybody well in advance followed by its hard copy.

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The meeting was also attended by the following Invitee Members:

1. Professor Soumya Bhattacharyya

Professor of Civil Engineering Department & Chairman of Take Over Committee

NIT, Durgapur

2. Dr. Atul Krishna Banik

Associate Professor of Civil Engineering Department, Convener Civil Works

3. Professor Nirmal Kr. Roy

Professor of Electrical Engineering Department and Dean (FIRO)

4. Sri Tanmoy Haldar

Executive Engineer, NIT Durgapur

5. Professor Goutam Sanyal

Professor and Head of Computer Science Engineering Department

and Chairman ITIS committee

6. Sri C.P. Sharma

Executive Engineer, CPWD, NIT Campus

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Item No.	Item	Observations / Resolutions
31.1	To confirm the minutes of the 30 th Meeting of BWC	The minutes of the 30 th Meeting of BWC were confirmed.
31.2	To note down the action taken on items resolved in 30 th Meeting of BWC	Sub-Item 30.2/29.2/28.10: The proposal submitted by CPWD for enhancing the capacity of the existing main receiving station rated 33/11kV to 4MVA plus 3.15MVA is approved.
		Sub-Item 30.2/29.3: According to the representative of CPWD present in the meeting only 2 lifts are handed over and in operation. It is resolved that the remaining 03 lifts in 780 seater Boys' Hostel should be handed over by December, 2017.
		Sub-Item 30.2/29.5: Allotment of vacant furnished rooms to PhD male students was approved.
		Sub-Item 30.2/29.6: The committee noted that the completion of Internal Wall painting of hostels. However according to MPR of August 2017 the external painting is completed upto 80%. It is resolved to complete the same by 15 th of October (i.e. by 10 days after Puja vacation)
		Sub-Item 30.2/29.10: Provision of additional floor and additional space for dining halls of Hall Nos. 1, 2 & 5 was approved and ratified. The revised estimate of Rs.50,13,000.00 submitted by CPWD in this regard for Hall No. 5 was also approved & ratified.
		Sub-Item 30.2/29.11: The proposed increase in number of

		geysers to cover all the hostels was approved & ratified. CPWD is requested to make a separate estimates for the additional geysers provided at other hostels / blocks and expenditure thereof will be approved & ratified in the next meeting of BWC.
		Sub-Item 30.2/29.12: P.E. has been submitted by CPWD for the concerned work item # 30.10
		Sub-Item 30.2/29.13: Recurring cost to be incurred to the selected service provider for all LED TVs in the VIP Guest House by an economical scheme (12 months service for 11 months payment) was approved.
		Sub-Item 30.2/29.14: Status of raising the peripheral boundary wall was reported by CPWD. They were instructed to keep the gap between the horizontal wires existing under the spiral barbed wires within 4-5 inch.
		Sub-Item 30.3: The status report on different ongoing works under CPWD was noted. Regarding the VIP Guest House, several defects like improper slopes in rooms/corridor/bathrooms, fixing of curtain rods, AC machines etc. have already been pointed out to CPWD. These are also included the defects identified by the service provider selected for LED TVs. According to CPWD these works are expected to start after the ensuing festival period. CPWD was requested to provide a status report on these points to

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		<p>the Institute on regular basis.</p> <p>No representative of NBCC attended the meeting. It was decided that NITD will finally take over all the projects awarded to NBCC on 'as is where is' basis. Steps on NBCC will be taken by the Institute after this. In this connection, stage-wise warning letters which were already issued along with some more need to be issued to NBCC and copies of the same should be sent to the MD of that organisation.</p>
		<p>Sub-Item 30.4:</p> <p>It was noted that due to absence of any clause for 'escalation of price' in the work order, no escalation in payment was made to M/s Merint.</p>
		<p>Sub-Item 30.5:</p> <p>It was reported that the selected supplier for chairs has been deferring the supply of chairs indefinitely due to reasons that is already covered in the terms and conditions of the Tender Documents. For this, the work order issued to the defaulting supplier of chairs order may be terminated after maintaining the T&C of the same. Notice for blacklisting the same vendor may be duly sent to the e-portal.</p>
		<p>Sub-Item 30.6:</p> <p>It was noted that the construction of boundary wall of VIP Guest House has not yet started as the approval of FC in this regard is pending.</p>
	<p>Related to 39th FC (# 39.05, 28/09/2016), 40th FC (#40.01, 19/01/2017), 44th BOG (#44.03, 19/01/2017), 45th</p>	<p>Sub-Item 30.7:</p> <p>P.E. regarding internal renovation of old hostels has just been submitted by CPWD</p>

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	BOG (#45.03, 05/05/2017)	<p>on 20/9/2017 separately for individual hostel.</p> <p>It was observed that certain items (as presented in 39th FC and 44th BOG) were not included and pointed out to CPWD by Dean (P & D) letter dated 21/09/2017.</p> <p>The Committee accepts the step and asked CPWD for revision in P.E. and requested CPWD to submit it at the earliest. The committee felt its urgency for execution.</p>
	Related to 39 th FC (# 39.05, 28/09/2016), 40 th FC (#40.01, 19/01/2017), 44 th BOG (#44.03, 19/01/2017), 45 th BOG (#45.03, 05/05/2017)	<p>Sub-Item 30.8: CPWD has been asked to provide P.E. regarding augmentation of facilities of lecture halls & galleries (of old academic building) as per the described scope of the concerned item of work in 39FC and 44 BOG by Dean (P & D).</p> <p>The committee expressed urgency to get P.E. from CPWD.</p>
		<p>Sub-Item 30.9: The steps taken by the Institute noted. In discussing about the yearly maintenance of campus, it was felt that Estate & Maintenance sections of the Institute should be combined as a single unit with a proper staff structure. The committee recommends it to be placed it in FC and BOG.</p>
	Related to 39 th FC (# 39.05, 28/09/2016), 40 th FC (#40.01, 19/01/2017), 44 th BOG (#44.03, 19/01/2017), 45 th BOG (#45.03, 05/05/2017)	<p>Sub-Item 30.10: P.E. regarding external painting with external repairing of quarters (Rs. 54,02,931/- only) has just been submitted by CPWD on 21/03/2017. The committee</p>

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		expressed urgency to carry out the job.
	Related to 39 th FC (# 39.05, 28/09/2016), 40 th FC (#40.01, 19/01/2017), 44 th BOG (#44.03, 19/01/2017), 45 th BOG (#45.03, 05/05/2017)	Sub-Item 30.11: P.E. regarding relaying & renovation of campus sewer lines with few public urinals (Rs. 6,19,57,134/- only) has been submitted by CPWD on 20.9.2017. The committee stresses to initiate the job with urgency.
		Sub-Item 30.12 to Sub-Item 30.14: Status of renovation of the Departments of EES & Mathematics and rectification of E/S of false ceiling of S.N. Ray Building are noted and accepted.
		Sub-Item 30.15: Regarding Roll on Plan for next five years, According to the suggestion of the Director-in-Charge it is resolved that outsourcing to professional experts should be done through tendering process.
		Sub-Item 30.16: Reporting on items marked (a) to (d) were noted and accepted. Regarding G+2 building of ECE Dept. as mentioned in item (e), it was decided that renovation work will continue for the same.
31.3	Progress of Various 'On-Going Project' entrusted with CPWD & NBCC.	Reporting was done by representatives of CPWD on various on-going projects under them. No representative of NBCC attended the meeting.
31.4	Automation & Provision of LAN using OFC for the entire campus of NITD.	The item was presented in detail by Chairman of ITIS committee. The proposal was accepted in principle with

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	<p>Item was accepted in Principle by 38th FC (#38.10 A, 25/05/2016)</p>	<p>the following suggestions for controlling consumption of data:</p> <ul style="list-style-type: none"> (i) System of using login – password to be introduced for students. (ii) Use of one device per student may be allowed. (iii) A firewall should be made available on hot-standing basis. (iv) The preliminary Estimate (phase wise) is to be prepared with sufficient supporting documents of price list (in support of estimation) by 9th October 2017.
	<p>Any other matter</p>	<p>It was decided that all the four items marked (i) to (iv) namely repairing of Campus Roads, Installation of CC TV in New Academic Block, AC machines in Auditoriums of New Academic Block, Additional Grill over existing railing of International Boys' Hostel etc. are to be placed in the next meeting of the Finance Committee. CPWD is requested to submit a Rough Estimate of Campus Road.</p> <p>The following points were further discussed and decided:</p> <ul style="list-style-type: none"> (a) Arrangement for cleaning all the septic tanks in hostels to be done by the Estate Section to complete the same by 31.12.2017. (b) Arrangement for cleaning of floors of dining halls & kitchens and making it oil and dust free of all the hostels to be done by Estate Section under scavenging & cleaning. (c) Correspondence may be made with DMC for controlling dog menace (particularly for hostel

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		area of the campus) through sterilisation etc.
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The meeting ended with vote of thanks to the Chair.

MMP
26/09/17
Registrar (I/C)

Director