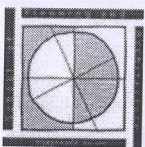


Minutes

Sixteenth Meeting of the Finance Committee

Held on

August 06, 2019 at MHRD, New Delhi

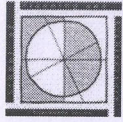


School of Planning and Architecture: Vijayawada
An Institute of National Importance, MHRD,
Government of India
ITI Road, Vijayawada – 520008, Andhra Pradesh, India

Approved.

B Somaya

19 Sept, 2019



School of Planning and Architecture: Vijayawada
An Institute of National Importance, MHRD, Government of India
ITI Road, Vijayawada – 520008
Andhra Pradesh, India

Minutes of the Sixteenth (16th) Meeting of the Finance Committee of SPAV held on August 6, 2019 at 11:30am at MHRD, Shastri Bhavan, New Delhi:

Members present:

S.No.	Name	As
1	Ar. Brinda Somaya	Chairperson
2	Ms. Darshana M. Dabral, Joint Secretary & Finance Advisor MHRD, Government of India	Member
3	Shri Madan Mohan ADG (Statistics) MHRD, Government of India	Member
4	Prof. Dr. Monsingh D. Devadas, Representative of University Grants Commission	Member
5	Shri R. Ramesh Kumar Senior Architect Representative of Council of Architecture	Member
6	Prof. Dr. Minakshi Jain, Director, SPA Vijayawada	Member
7	Dr. Amitava Sarkar Registrar I/c, SPA Vijayawada	Member Secretary

The Chairperson welcomed the members and requested the Registrar I/c to take up the Agenda items for discussion.

1	To confirm the Minutes of the 15th Meeting of Finance Committee of SPAV held on March 14, 2019 at MHRD, New Delhi	Annexure – I
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The Minutes of the meeting were circulated to the Members. As no objections have been received, the said Minutes stand approved and are attached as an **Annexure – I**.

2	To present the Action Taken Report on the Minutes of the 15th Meeting of Finance Committee of SPAV held on March 14, 2019 at MHRD, New Delhi
OBSERVATIONS ON ACTION TAKEN ON THE MINUTES OF 13th FC MEETING HELD ON APRIL 27, 2018 AT SPA VIJAYAWADA	
Item # 13.4	To consider and approve the Revised Fee Structure for the Academic Year 2018-19 for UG, PG and Ph.D. students and Tariff / Rent for faculty block

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Action taken	<p>The Registrar I/c informed the FC that,</p> <ol style="list-style-type: none"> 1) The academic fee structure has been increased by approximately 15% for the Academic Year 2018-19 and 2019-20 for UG, PG and Ph.D. students. The fee structure is attached as Annexure – II. 2) As suggested by the FC the Mess Bill as per actuals has been calculated and implemented from the month of July, 2019 onwards. The FC is requested to close the item.
Decision of 16th FC	<i>The FC noted the same and the item stands closed.</i>
Item # 13.5	<p>To consider and approve the estimated budget for the following items in the new campus.</p> <ol style="list-style-type: none"> a) ICT Infrastructure (Information and Communications Technology Infrastructure i.e. cabling and equipment for Faculty Block and Institute Block) b) Outdoor sports facilities in the new campus c) Interior design of the Auditorium by inviting EOI d) Compound/Retaining wall on the 2.66 acres site (presently without the Boundary wall on two sides)
Action Taken	<p>a) Status of ICT infrastructure:</p> <p>Registrar I/c reported the following to the FC.</p> <p><u>Academic Block:</u> For facilitating networking services (i.e. for Wi-Fi, CCTV, Thin client facilities and Centralized data storage and retrieval (HCI server) & IPBAX, etc.), an amount of ₹24,55,321/- is already spent towards purchases for providing above said facilities at Academic Block.</p> <p>For further facilitating E-Office project, LAN services with CCTV, and HCI server, Purchase Orders worth of ₹1,14,35,124/- are placed to the vendors.</p> <p>Further procurement of Active components for Projectors, Head end switches, Smart class room devices and other Data centre components are under process for an amount of ₹1,59,80,000/-.</p> <p><u>Hostels and Visiting Faculty Block:</u> For facilitating networking services and components (i.e. for Wi-Fi, CCTV, & IPBAX, etc.) an amount of ₹11,21,646/- is already incurred as an expenditure towards purchases for providing above said facilities at Hostel and Visiting Faculty Block.</p> <p>For further extending the facilitates of CCTV, IP Phones, Purchase Orders worth of ₹2,36,054/- are placed to the vendors.</p> <p>Further procurement of devices for extending the Wi-Fi facility for Boys hostel and RFID technology for Dining block and Academic block are under process for an amount of ₹25,00,000/-.</p>

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	<p>The amount for items already purchased (₹35,76,967/-), Purchase Orders released (₹1,16,71,178/-), and to be purchased is (₹1,84,80,000/-) totalling to ₹3,37,28,145/-, which is within the sanctioned amount of ₹5.27crores for ICT infrastructure.</p> <p>An amount of ₹1,44,49,214/- was already spent and was reported in the previous Board meetings for ICT infrastructure and further an amount of ₹35,76,967/- is spent in the intervening period. The balance amount of ₹3.47crores is available under ICT infrastructure out of sanctioned amount of ₹5.27 crores for ICT infrastructure.</p> <p>All the purchases are made through Government E-market place (GEM)/ CPPP following GFR-2017 guidelines as suggested by the FC. The details are attached as Annexure - III.</p> <p>Register I/c informed that 100% advance payment to NIC is required regarding the procurement of E-Office Project. The Board is requested to give its advice in this matter.</p>
Decision of 16th FC	<p><i>The Board noted the above purchases made for ICT.</i></p> <p><i>Regarding the procurement of E-Office Project, for which 100% advance payment to NIC is required, the Board advised to explore with the vendors within the NICS I about the procedural requirement mandated by the NIC/ GOI Rules for installing E-Office project to SPAV and proceed further for the procurement.</i></p>
Action Taken	<p>The items (b), (c), (d) are being taken up as a separate agenda item in this meeting vide item # 16.2. The Board is requested to close the item.</p>
Decision of 16th FC	<p><i>The FC noted the same and the items (b), (c), (d) stands closed.</i></p>
<p>OBSERVATIONS ON ACTION TAKEN ON THE MINUTES OF 14th FC MEETING HELD ON DECEMBER 14, 2018 AT ITPI, NEW DELHI</p>	
Item # 14.1	<p>To consider procurement of Furniture and Equipment for classrooms, hostels, faculty, staff and laboratories.</p>
Action taken	<p>Registrar I/c informed the FC regarding the purchases made by the School in the intervening period; ₹26,40,502/- for Academic Block, ₹6,66,495/- for Visiting Faculty Block, ₹37,46,796/- for Computer Lab and ₹2,25,186/- for Printers for faculty, staff and Hostels totalling to an amount of ₹72,78,979/-.</p> <p>All the purchases are made through GEM as per GFR-2017 guidelines.</p> <p>Further, Purchase Orders (P.O.) are released for ₹11,88,708/- to procure Green Waste Re-processor 250 kg and 10 nos. of TVs for the Guest Rooms through GEM; an amount of ₹36,49,000/- is under process for purchase of Chairs, Tables, Almirahs and incinerator machine through GEM for Hostels.</p> <p>Out of the approved amount of ₹9.72crores, purchase of ₹3.11crores has been already reported to the FC and the purchase of ₹72,78,979/- has been made by</p>

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	<p>SPAV in the intervening period. The balance amount available under Furniture shall be ₹5.43 crores.</p> <p>The details are attached as Annexure – IV.</p>
Decision of 16th FC	<i>The FC noted the purchases of Furniture and Equipment for classrooms, hostels, faculty, staff and laboratories made by SPAV in the intervening period for ₹72,78,979/-.</i>
Item # 14.2	Faculty up-gradation from 6000 AGP to 7000 AGP
Action taken	Registrar I/c apprised the FC that the upgraded Faculty members have been placed in the `7,000/- AGP w.e.f. October 5, 2018. The FC is requested to close the item.
Decision of 16th FC	<i>The FC noted the same and the item stands closed.</i>
OBSERVATIONS ON THE ACTION TAKEN FOR THE REPORTING ITEMS OF 14th FC MEEITNG HELD ON DECEMBER 14, 2018 AT ITPI, NEW DELHI	
Item # 14.4 (R)	To report the Selection Committee (s) recommendation for selection of Faculty positions of SPAV
Action Taken	Registrar I/c apprised the FC that, as per the previous decision of the FC, the earlier appointment letter issued to Dr. Inderpal Singh as Professor on deputation basis has been withdrawn by the Institute. Further, a fresh appointment letter has been issued to Dr. Inderpal Singh on Direct Recruitment basis for the post of Professor. However, the individual has sent an E-mail requesting SPAV to reconsider his appointment on Deputation. The request of the candidate is placed as an agenda vide item # 16.3. The FC is requested to close the item.
Decision of 16th FC	<i>The FC did not consider the request made by Dr Inderpal Singh. The item is dropped.</i>
OBSERVATION ON THE ACTION TAKEN REPORT ON 15th FC MEETING HELD ON MARCH 14, 2019 AT MHRD, NEW DLEHI	
Item # 15.1	Implementation of allowances of faculty and Non-Teaching staff as per recommendations of the 7th pay commission
Action Taken	Registrar I/c apprised the FC that the revised allowances and arrears to all the employees of SPA Vijayawada were implemented w.e.f. 1 st July, 2017. The FC is requested to close the item.
Decision of 16th FC	<i>The FC noted the same and the item stands closed.</i>
Item # 15.2	Delegation of powers to Director, SPAV for submitting Annual accounts to CAG for the financial year 2018-19 to take up audit
Action Taken	Registrar I/c informed the FC that the Annual Accounts of 2018-19 have been circulated to the BOG which was approved through circulation and has been sent to CAG to conduct the Audit. The CAG (SAR) Audit was conducted from 04-6-2019 to 18-6-2019. The FC is requested to close this item.

Decision of 16th FC	<i>The FC noted the same and the item stands closed.</i>
Item # 15.3	To consider procurement of equipment for the Laboratories
Decision of 15th FC	The FC noted the purchase of various equipment for the different Laboratories out of the earlier approved amount of ₹3.5 crores and further approved an amount of ₹1.36 crores for upgrading / setting of new Laboratories within the approved Budget as envisaged in the RCE meeting for SPA, Vijayawada.
Action taken	<p>Registrar I/c apprised the FC regarding the purchase of various equipment for the different Laboratories made by the School in the intervening period; ₹7,10,530/- for Structure, Material testing and Survey Laboratory, ₹25,73,020/- for GIS Laboratory, ₹30,680/- for Climatology/Energy studies/Acoustics Laboratory, ₹37,134/- for Building Materials and construction Lab/ Material Museum, ₹75,860/- for Building Construction Yard, ₹2,35,400/- for Landscape Laboratory, ₹58,391/- for Art Laboratory, and ₹44,415/- for Model Making and Carpentry Workshop, totalling to an amount of ₹37,65,430/-. All the purchases are made through GEM/ CPPP/ Local Market as per GFR-2017 guidelines. Further, when a proprietary item is purchased like SPSS software, the process is recorded and certified that it is a proprietary item and no other vendor can supply this item through PAC as per GFR-2017 guidelines.</p> <p>Further, Purchase Orders (P.O.) are released for ₹30,83,208/- to procure equipment for Transportation Laboratory and Climatology/Energy studies/Acoustics Laboratory through PAC and CPPP; an amount of ₹46 lakhs is under process to procure equipment for Conservation Laboratory through GEM/ CPPP.</p> <p>Out of the approved amount of ₹4.86crores, purchase of ₹37,65,430/- has been made by SPAV in the intervening period. The details are attached as Annexure – V.</p>
Decision of 16th FC	<i>The FC noted the purchase of different equipment for the different Laboratories within the approved Budget as envisaged in the RCE meeting for SPA Vijayawada.</i>
Item # 15.4	Formulation of New Institutional Consultancy Rules for SPA, Vijayawada
Action taken	<p>Registrar I/c apprised the FC that as per the suggestions of the FC, the Testing Rules are framed and placed before the 6th Senate for deliberations. The Senate approved the justification (which is mentioned below) for keeping the share as 40% for Institute and 60% for Consultant Team. The Senate maintained its view point; <i>“keeping this component high initially for the consultant shall generate interest among the employees to undertake these activities”</i>. Other justification in favour of this is placed below:</p> <p>Justification for 40% to Institute: The equipment life cycle is very long and annual depreciation is minimal, even with frequent usage; 40% share to Institute is appropriate.</p> <p>Justification for 60% to Consultant: For testing, Consultant requires helper / manual labour apart from technician. As the Consultant will be absorbing expenses like loading / unloading, labour charges, 60% share to Consultant is</p>

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	appropriate. The Testing Rules, as approved by the 6 th Senate is placed as Annexure – VI . The FC is requested to give the approval and close the item.
Decision of 16th FC	<i>The FC noted the same and approved the Testing Rules of SPAV. The item stands closed.</i>
Item # 15.5	Approval for Solar power
Action Taken	The FC was informed by the Registrar I/c that presently Roof Top solar PV system scheme for RESCO and CAPEX mode are being undertaken by SECI (Solar Energy Corporation of India Ltd.). SPAV will contact the vendors and the additional solar power shall be implemented on RESCO Mode on the agreed tender rates finalised by SECI. The FC is requested to close the item.
Decision of 16th FC	<i>The FC noted the same and asked SPAV to expedite the process. The item stands closed.</i>
Item # 15.6	SPAV Campus related issues
Action Taken	Registrar I/c apprised the FC that the status of SPAV campus development project is as mentioned below: 1) The fire NOC for the Institute Block was received on 26.12.2018. 2) Insurance for the Building for obtaining Occupancy was obtained on 12.02.2019. 3) Application for VMC occupancy was filed on 01.05.2019. 4) Inspection by VMC for issue of Occupancy done on 16.07.2019 and 18.07.2019 is awaiting decision. 5) SPAV in view of development of sports facilities and construction of compound wall requested CPWD to relocate their site office to their own premises and submit project closure report with final bills which is yet to be complied. 6) SPAV requested CPWD on 19.07.2019 to commission the STP and address snags. 7) Proposed delay penalty of Architect is under process for clearance of his final bill, the fee due to the Architect will be settled after receipt of UC from CPWD.
Decision of 16th FC	<i>The FC noted the same and advised SPAV to write a letter to DG of CPWD through MHRD to relocate their site office from the SPAV campus and to submit the project closure report with final bills to settle the final bill of the Architect.</i>
AGENDA ITEMS of 16th FC MEETING HELD ON AUGUST 6, 2019 AT MHRD, NEW DLEHI FOR CONSIDERATION AND APPROVAL	
Item # 16.1	Sanction of additional Teaching and Non-teaching positions
Decision of 16th FC	<i>The MHRD nominee has informed the FC that the Ministry has received the letters (Annexure – VII) from SPAV for creation of 25 new teaching posts and 3 new non-teaching posts by surrendering some posts to achieve the Financial Neutrality. The letters from SPAV which are under process.</i>

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	<p>The FC advised SPAV to first fill up the existing vacant teaching and non-teaching positions as per the extant Recruitment Rules of SPAV.</p> <p>The FC noted that the advertisements for the permanent teaching and non-teaching positions are published.</p>
Item # 16.2	Status of the Campus Project
Decision of 16th FC	<p>The FC noted that a combined Expression of Interest (EOI) cum Tender for outdoor sports facilities, auditorium finishes and compound wall was floated in the Leading Newspapers and public domain inviting Government Departments / PSUs to participate in executing the works as per GFR 2017 norms.</p> <p>(a) Status of Sports Ground</p> <p>With the estimated tender cost of ₹1.0 crore for developing the sports ground, BSNL (AP Civil Zone) was the successful bidder for undertaking the works for a Service Charge of ₹4,52,000/- (4.52%, exclusive of GST) on the estimated cost or actual cost whichever is less. SPAV is in the process of entering a MoU with BSNL and the duration for completing the Sports Ground is 7 months from the signing of MoU.</p> <p>(b) Status of Auditorium finishes</p> <p>With the estimated tender cost of ₹2.5 crore for auditorium interior finishes, BSNL (Civil Wing South Zone) was the successful bidder for undertaking the works for a Service Charge of ₹12,57,000/- (5.03 % exclusive of GST) on the estimated cost or actual cost whichever is less. SPAV is in the process of entering a MoU with BSNL and the duration for completing the auditorium interior finishes is 8 months from the signing of MoU.</p> <p>(c) Construction of compound wall</p> <p>With the estimated tender cost of ₹90 lakhs for construction of compound wall, BSNL (Civil Wing South Zone) was the successful bidder for undertaking the works for a Service Charge of ₹3,84,300/- (4.27% exclusive of GST) on the estimated cost or actual cost whichever is less. SPAV is in the process of entering a MoU with BSNL and the duration for completing the compound wall is 7 months from the signing of MoU.</p>
Item # 16.3	Request of Dr. Inderpal Singh to reconsider his appointment on Deputation
Decision of 16th FC	<p>The request of Dr Inderpal Singh to consider his appointment on deputation basis (Annexure – VIII) was not accepted by the Board. The item is therefore dropped.</p>
Item # 16.4	Remuneration to Examiners outside country for Ph.D. Thesis evaluation
Decision of 16th FC	<p>The FC approved the remuneration of US\$ 350/- for the Ph.D. Thesis examiners/ evaluators from outside India. The item stands closed.</p>
Item # 16.5	Actuarial valuation and provision for Gratuity for the regular employees of the School
Decision of 16th FC	<p>The FC instructed not to transfer amount under the head of Gratuity. Further, the already provisioned amount under the Head – Gratuity should be returned</p>

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	<i>to the Head from where it was provisioned or else the amount may be transferred to Corpus Fund.</i>
Item # 16.6	TA for experts travelling by own car / taxi
Decision of 16th FC	<i>The FC approved the Mileage Allowance for Journey on Road by own car/ taxi to the experts at the rate of maximum ₹24/- per km or as per actual, whichever is less, up to a maximum Distance of 300 kms one-way (distance between Vijayawada and Hyderabad).</i>

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