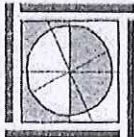


# MINUTES

## *Tenth Meeting of the Finance Committee*

*March 09, 2017 at ITPI, New Delhi*



**School of Planning and Architecture: Vijayawada**

An Institute of National Importance, Ministry of Human Resource Development,  
Government of India

S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

*Approved.*

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*B. Somaya  
10<sup>th</sup> April, 2017*



Minutes of the Tenth Meeting of the Finance Committee of SPAV held on  
March, 09 2017 at 11.00 AM at ITPI, New Delhi

Members Present:

S.No.	Name of the Member	Chairperson / Member Special Invitee
1.	Ar. Brinda Somaya	Chairperson
2.	Shri S.P. Goyal Joint secretary (NITs & DL), MoHRD, Gol	Member
3.	Ms. Darshana M Dabral Joint Secretary & Financial Advisor, MoHRD, Gol	Member
4.	Ar. Biswaranjan Nayak President and Representative of the Council of Architecture, India	Member
5.	Dr Monsingh D Devadas Representative of the University Grants Commission, India	Member
6.	Prof. (Dr.) Minakshi Jain, Director, SPA, Vijayawada	Member
7.	Shri G. Karteek, Asst Professor, SPA, Vijayawada	Spl. Invitee
8.	Shri D V Rama Mohana Rao, Registrar(I/c), SPA, Vijayawada	Secretary

At the outset 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 Ninth Meeting of the Finance Committee of SPAV held on 19 <sup>th</sup> January, 2017 at ITPI, New Delhi.	
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The Minutes of the *Ninth* Meeting of Finance Committee of SPAV held on 19<sup>th</sup> January, 2017 at ITPI, New Delhi were circulated among the members vide email dated January 29, 2017. Since no objections/comments have been received, the Minutes of the aforesaid meeting stand confirmed.

2	To present the Action Taken Report on the Minutes of Ninth Meeting of the Finance Committee of SPAV held on January 19, 2017, at ITPI, New Delhi.	
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The Finance Committee noted the 'Action Taken' on the Minutes of the aforesaid meeting held on January 19, 2017 at ITPI, New Delhi with the following observations:

- (1) With reference to item # 2(3) of the Action Taken Report on the decisions taken in the 8th meeting of the Finance Committee, the Finance committee desired that a detailed note be submitted in its next meeting regarding the increase in area due to additional staircases, essential to comply with the NBC, AP State Fire norms etc. and clearly indicating, why these modifications were not thought of earlier.
- (2) With reference to the decision taken under Item # 9.4, of the 9<sup>th</sup> Finance Committee, the Finance committee desired that a detailed note be submitted in its next meeting regarding the HVAC component and the reasons why the Mechanical Ventilation of the Kitchen was not there in the Preliminary Estimates submitted by the CPWD and why the Building & Works Committee of the School did not visualise its necessity at its own level at that time.

#### AGENDA ITEMS

Item # 10.1	To consider and approve the Revised Detailed Project Report along with the Executive Summary for the years 2017 – 2020	
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The Registrar I/c apprised the Finance Committee that the Detailed Project Report for the years 2017 – 20 as recommended by the Finance Committee in its previous meeting is being placed before the Board of Governors after incorporating the suggestions of the Finance

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Committee under Item # 9.1 of its previous meeting. He further informed the Finance Committee about the originally approved DPR 2008 budget, Grant-in-Aid received, expenditure incurred till December, 2016 and the total projected cost of the Project in the Revised DPR 2017 – 20.

*After detailed deliberations, the Finance Committee noted the Revised Detailed Project Report for the years 2017 – 20 with an additional fund requirement of Rs. 179 Crores (Rupees One Hundred and Seventy Nine Crores), thereby enhancing the total project cost to the extent of Rs. 341 Crore (Rupees Three Hundred and Forty One Crore) till 2020 being placed before the Board of Governors for consideration.*

Item # 10.2	To consider and approve the Up-gradation of faculty of SPA, Vijayawada.	
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The Registrar I/c apprised the Finance Committee regarding the need for Pay Up-gradation of faculty as per the Regulations of the UGC and the guidelines of the Ministry of Human Resources Development. He further informed the Finance Committee that the Pay Up-gradation of Eight Assistant Professors, three Associate Professors from the date of their eligibility for Up-gradation shall have a financial implication of approximately Rs.28, 61,715/- up to the period of December 31, 2016.

*The Finance Committee suggested that the Pay Up-gradation of faculty should be as per the Regulations, guidelines and instructions of the Regulatory Bodies and the Ministry of Human Resource Development in this regard. Further, the Finance Committee advised the Director to complete all the requisite formalities like assessing the eligibility, performance appraisal etc. as per prescribed procedures and place the same before the Finance Committee in its next meeting.*

Item # 10.3	To consider and approve the Up-gradation of non-faculty of SPA, Vijayawada	
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The Registrar I/c apprised the Finance Committee regarding the promotion / Pay Up-gradation of non-faculty as per the Recruitment Rules and guidelines of the Ministry of



Human Resources Development. The Pay Up-gradation of Dy. Librarian (only eligible case as on date) has a financial implication of approximately Rs. 1,82,609/- up to December, 2016. Further, the Registrar apprised the Finance committee about the case of Assistant Registrar who is eligible for promotion to the cadre of Deputy Registrar (on completion of prescribed service).

*The Finance Committee suggested that the Pay Up-gradation and promotion of non-faculty should be as per the Regulations, guidelines and instructions of the Regulatory Bodies and the Ministry of Human Resource Development in this regard. Further, the Finance Committee advised the Director to complete all the requisite formalities like assessing the eligibility, performance appraisal etc. as per prescribed procedures and place the same before the Finance Committee in its next meeting.*

Item #	To consider and approve the Mechanical Ventilation System	
10.4	for the Kitchen of the Dining Block at the New campus of SPAV	

The Registrar I/c informed that during the meeting held on January 09, 2017, with Consultant Architect, CPWD and SPA, Vijayawada officials, the Consultant Architect informed about the unavoidable requirement of Mechanical Ventilation System for the Kitchen of the Dining Block with a financial implication of Rs.25.00 Lakh approximately.

Shri G. Karteek, explained the provision within Preliminary Estimate and Architects comprehensive scheme as below:

Sl no	Name of the block	Provision of HVAC(360 TR) in Preliminary Estimate submitted by CPWD in 2013	Provision of HVAC (600 TR) submitted by Consultant Architect
01	Dining and Visiting faculty block	Split type AC units of 2TR 36 nos each	VRV / VRF type Air Conditioning system for faculty rooms, mechanical ventilation for kitchen
02	Institute block	Central Air conditioning plant for Auditorium and part of ground floor :202 TR	600 TR working water cooled central chiller plant system for first to fifth floors.
		Split type AC units of 2TR 43 nos each for faculty rooms	Pressurized ventilation system for Staircases and mechanical ventilation system for toilets
		Pressurized mechanical ventilation system in the basement (with supply of exhaust blowers)	Pressurized mechanical ventilation system in the basement (with supply of exhaust blowers)

Since, the approval by Board of Governors was only given on the Preliminary Estimates provision of 360 TR load, it lead to exclusion of few essential services like Mechanical

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Ventilation of the Kitchen in Dining block which is immediately required to make kitchen operational. Further, the Registrar I/c informed that the Mechanical Ventilation System item was placed before the Building and Works Committee (BWC) meeting held on February 11, 2017, wherein the BWC approved the same with an estimated cost of Rs.25.00 Lakh and resolved to place the same for consideration of the Finance Committee.

*After detailed discussions, the Finance Committee approved the item of Mechanical Ventilation System for Kitchen of the Dining Block with a financial implication of Rs. 25.00 Lakh. However, the Finance Committee emphasised that the equipment should meet the safety standards of ISI, BEE norms and adequate fire safety measures / firefighting equipment etc., should also be put in place. The Finance Committee also suggested to procure the Mechanical Ventilation System through 'Government eMarketplace' (GeM) or Open Tenders, following the procedures as per General Financial Rules – 2017 and CVC guidelines in this regard.*

*The Finance Committee recommended the proposal for consideration of the Board of Governors.*

Item #	To consider and approve the cost estimate of Kitchen equipments at the New Campus of SPAV.	
10.5		

The Registrar I/c informed that Dining block for students is likely to be completed by May, 2017. In this context, to make the Dining block operational, it is absolutely essential to procure the kitchen equipments with an estimated cost of Rs.25.00 Lakh.

The Director supported the request of the Registrar I/c and requested that the proposal for the procurement of kitchen equipments be considered favourably by the Finance Committee.

Further, the Registrar I/c informed that the cost estimate of kitchen equipments was approved by the Building and Works Committee in its meeting held on February 11, 2017 and recommended to the Finance Committee for consideration.

*After detailed discussions, the Finance Committee approved the proposal to procure the kitchen equipments with an estimated cost of Rs. 25.00 Lakh. However, the Finance Committee suggested that the kitchen equipments be procured through 'Government eMarketplace' (GeM) or Open Tenders, following the procedures as per General Financial*

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*Rules – 2017 and CVC guidelines in this regard. Further, it was desired that the equipment purchased should strictly meet the safety norms as per ISI, BEE etc.*

*The Finance Committee recommended the proposal for consideration of the Board of Governors.*

Item # 10.6	Any other items with the permission of Chair	
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Item 10.6 (a): To consider and approve implementation of 'e-office' at SPA, Vijayawada

The Registrar I/c informed the proposed implementation of 'e-office' in the new campus of SPA, Vijayawada.

*After detailed discussions, the Finance Committee suggested to procure the required Servers, hardware and other equipment through 'Government eMarketplace' (GeM) or Open Tender, following the procedures as per the General Financial Rules – 2017 and CVC guidelines in this regard.*

*The Finance Committee recommended the proposal for consideration of the Board of Governors.*

Item 10.6 (b): To report the hiring of vehicle

The Registrar I/c informed about the hiring of a new vehicle (Maruti Ertiga Model) with a financial implication of Rs.48,000/- per month, with effect from February 01, 2017 for the Director SPA, Vijayawada. The car which was earlier used by the Director shall be used for official purpose of the School.

The Finance Committee was further informed that the new vehicle has been hired after following the prescribed procedure and norms for hiring of vehicles.

*The Finance Committee noted the same.*

As there was no other item, the meeting ended with a vote of thanks to the Chair.

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