



**School of Planning and Architecture, Vijayawada**

An Institute of National Importance, Ministry of Education,  
Govt. of India, ITI Road, Vijayawada – 520008,  
Andhra Pradesh, India

**Minutes of 24<sup>th</sup> Meeting of the  
Finance Committee**

**Held on 16.10.2024 at 15:00 Hrs.  
at Board Room, SPA Vijayawada  
(dual mode)**

**SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA**  
**Survey No.4/4, ITI Road, Vijayawada-520008, AP**

**MEMBERS PRESENT:**

1) Ar. Dr. Amogh Kumar Gupta	Chairperson
2) Prof. Dr. S. Ramesh, Director, SPAV	Member
3) Prof. Dr. Virendra Kumar Paul, Nominee of BoG (Online)	Member
4) Sh. Pradeep Kapoor, Nominee of BoG (Online)	Member
5) Ms. Garima Sharma, IRS, Dy. Secretary, MoE (Nominee of JS, MoE, On line)	
5) Sh. Narayan Singh Bish, Nominee of Financial Advisor, MoE (Online)	Member
6) Sh. K.V. Uma Maheswara Rao, Registrar, SPAV	Secretary

The Director welcomed all the members of the committee.

The Chairperson advised the Registrar to present the Agenda items.

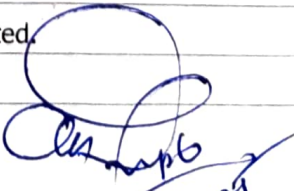
**ITEMS FOR CONFIRMATION OF MINUTES**

**Confirmation of the Minutes of the 23<sup>rd</sup> Finance Committee Meeting held on 02.01.2024 at Board Room, SPA Vijayawada.**

The Minutes of the 23<sup>rd</sup> Meeting of the Finance Committee held on 02.01.2024 stands approved.

**Action taken report on the Minutes of the 23<sup>rd</sup> Finance Committee held on 02.01.2024 at Board Room, SPA Vijayawada.**

<b>23.01</b>	<b>Revised Budget for the F.Y.2023-24 and Budget Estimate for the F.Y.2024-25</b>
Action Taken	Registrar along with Accountant visited MoE on 18.01.2024 and explained the Budget Estimates for F.Y. 2024-25 to the Dy. Secretary IFD, MoE. After necessary changes the MoE approved the B.E for an amount of ₹42Crores for the F.Y.2024-25.  Further, 19Nos. of Faculty have been engaged on Contract Basis for a tenure of 11 Months initially for the Dept. of Architecture and Dept. of Planning as projected in the Budget Estimate for the F.Y.24-25.
Decision	FC Noted the same
<b>23.02</b>	<b>Regular Two Year Full-time Postgraduate Program titled 'Master of Design (M. Des)' at SPA Vijayawada from the AY 2024-25</b>
Action Taken	The above recommendations have been implemented for introducing M.Des Course for admission of students for the A.Y.2024-25.
Decision	FC Noted the same
<b>23.03</b>	<b>Increasing number of Full-time Ph.D Scholars and payment of JRF/SRF Scholarship.</b>
Action Taken	The above recommendations have been implemented.
Decision	FC Noted the same

  
6/2/24

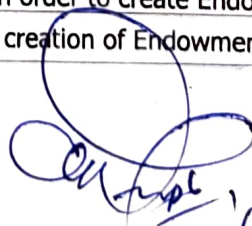
<b>23.04</b>	<b>Installation of lifts in the existing Hostel buildings at SPAV Campus.</b>
Action Taken	The work has been allotted to CPWD for execution and CPWD has awarded the work to M/s.LEO Enterprises on 22.06.2024 through online tendering. The agreement value of the work is ₹1,96,19,815/- and the work is in progress.
Decision	FC Noted the same
<b>23.05</b>	<b>Painting of all the building blocks along with Corten Steel louvers in the Institute building at SPAV Campus</b>
Action Taken	The work has been awarded to CPWD for execution and is in the process of floating the tender.
Decision	FC Noted the same
<b>23.06</b>	<b>Prototype hostel room by Bamboo Innovative Design over the terrace of existing hostel building on experimental basis.</b>
Action Taken	The Item is deferred, No action required
Decision	FC Noted the same
<b>23.07</b>	<b>Store room partition wall and paneling work in the basement floor.</b>
Action Taken	The location proposed for Structural Lab Store, earlier has been allocated to Arts Lab. Thus, the location earlier earmarked for partition and paneling work for Structural Laboratory has been shifted to the new location in the basement. An estimate is prepared based on revised location and work will be taken up shortly.
Decision	FC Noted the same
<b>23.08</b>	<b>Upgradation of studio and smart class rooms with fixed furniture at 4<sup>th</sup> floor in Academic Block for Department of Planning and Architecture.</b>
Action Taken	The CPWD has been requested to submit the Preliminary Estimate for executing the above work and are yet to submit their estimate.
Decision	FC Noted the same
<b>23.09</b>	<b>Creation of Sign Board for the entire SPAV Campus</b>
Action Taken	Tender floated through GeM Portal and is in the process.
Decision	FC Noted the same
<b>23.10</b>	<b>Construction of ten storied additional hostel building along with academic spaces at SPAV campus</b>
Action Taken	The item is being taken as a part of DPR II-Phase for the Year 2025-30.
Decision	FC Noted the same
<b>23.11</b>	<b>Payment of Interest on Gratuity payable to Dr.P.Krishna Mohan, Ex Registrar</b>
Action Taken	An amount of Rs.1,68,484/- released to Dr.P.Krishna Mohan, Ex.Registrar towards Interest on Gratuity vide Cheque No.390996, Dt.16.03.2024 Further an amount of Rs.4,17,328/- also released as an interest on Leave Encashment vide Cheque No.390996 dt.16.03.2024.
Decision	FC Noted the same
<b>23.12</b>	<b>Procurement of Official Vehicle for Director and Bus for Students</b>
Action Taken	Maruti Invicto Strong Hybrid ZETA+ 2.0 L CVT 7 STR procured through GeM Portal for an amount ₹.22,26,840/- for Director and an amount of ₹.64,686/- paid towards its insurance. No action initiated on procurement of Bus as the item was deferred.



Decision	FC Noted the same
<b>23.13</b>	<b>Procurement of equipment for Landscape Lab of Architecture Dept.</b>
Action Taken	Procurement of items for Landscape Laboratory along with Drone for the Dept of Architecture was placed as an agenda in the 23 <sup>rd</sup> FC for an amount of Rs.33,68,500.00. Procurement of Drone to the tune of Rs.1,00,000.00 has not been considered and procurement of other equipment for an amount of Rs.32,68,500.00 was considered and recommended by the FC.  An amount of Rs.9Cr is balance receivable from MoE under Project Cost. Once the amount is received, the procurement will be taken up.
Decision	FC Noted the same
<b>23.14</b>	<b>Procurement of ICT Equipment for SPAV</b>
Action Taken	Tender floated thrice through GeM Portal. First and second time the bids were not qualified. Against the tender floated for third time, 14Nos of Bids received. The bids are under evaluation by the Technical Evaluation Committee.
Decision	FC Noted the same

### ITEMS FOR APPROVAL

<b>24.01</b>	<b>Detailed Project Report (DPR) Phase II for the Year 2025-30</b>
Discussion	The matter was discussed elaborately. The Members inquired, the details pertaining to the total existing and proposed area of construction, the area allocated per student in the Hostel etc. also advised to include the Recurring Costs in the DPR-II.
Decision	After detailed discussion and deliberations, the FC recommended the proposal for approval and send the draft DPR 2025-30 to Technical Bureau, MoE for consideration.
<b>24.02</b>	<b>Closure of SPAV Project as on 31.08.2024</b>
Discussion	The matter was discussed in detail. The FC was informed that two works, related to Installation of Lifts in the Hostels and Roof Covering of Cutouts are only pending in the Project and the expenditure is within the approved budget. The works are already been taken up by the CPWD and are half way for completion. As per the agreement executed with the agency, the date of completion of these works is 25.12.2024. The MoE has already been requested to extend the date of completion of Project up to 31.01.2025.
Decision	Based on the discussion, the FC recommended the above proposal and send to Technical Bureau, MoE for consideration.
<b>24.03</b>	<b>Creation of Endowment Fund</b>
Discussion	The initiative taken by the then Director of SPAV, Dr.Sridharan was appreciated by the Chairman, BoG and advised to encourage the same in future by other Directors, Registrars and employees in order to create Endowment Fund.
Decision	FC Considered and recommended for creation of Endowment Fund.

  
 6/12/24

### ITEMS FOR RATIFICATION

<b>24.04</b>	<b>Submission of Annual Accounts for F.Y. 2023-24 to C&amp;AG.</b>
Decision	FC considered and ratified the Annual Accounts for the FY 2023-24

### ITEMS FOR REPORTING

<b>24.05</b>	<b>Funds received under Consultancy / Research Head for the F.Y.2024-25 (Up to 12.09.2024)</b>
Decision	FC noted the same
<b>24.06</b>	<b>Remittance of interest accrued on GIA for the F.Y.2023-24 through Bharat Kosh Portal.</b>
Decision	FC noted the same
<b>24.07</b>	<b>Amount received from IT Dept. deducted as TDS on TDRs for the F.Y. 2022-23 during the A.Y. 2023-24.</b>
Decision	FC noted the same
<b>24.08</b>	<b>GIA Received and Expenditure incurred for the FY 2024-25 and balance available as on 12.09.2024.</b>
Decision	FC noted the same
<b>24.09</b>	<b>Inspection Report submitted by C&amp;AG for the FY 2021-22 and 2022-23.</b>
Decision	FC noted the same
<b>24.10</b>	<b>Setting up "AMRUT Funded Centre of Urban Planning for Capacity Building" at SPA Vijayawada by MoHUA, GoI</b>
Decision	FC noted the same

### TABLE ITEMS FOR APPROVAL

<b>24.11</b>	<b>Revised Budget for the FY 2024-25 and Budget Estimate for the FY 2025-26</b>
--------------	---

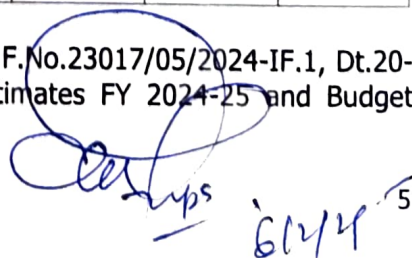
Status of Grant received, Expenditure incurred and Balance available as on 30.09.2024

(Amount in Crores)

Object Head	Budget Estimate 2024-25 Submitted by SPAV	Tentative Budget Estimate approved by MoE, GoI FY 2024-25	Revised Budget Estimate 2024-25 Submitted by SPAV on 11.09.23	Unutilized Balance as on 31.03.24	GIA Released by MoE during FY 2024-25 As on 30.09.24	Expenditure incurred up to 30.09.24 (Unaudited)	Balance/ Unutilized Grants as on 30.09.24
1	2	3	4	5	6	7	8 = 5+6-7
OH-31 General	27.27	18.00	18.00	3.59	4.53	5.19	2.93
OH-35 Capital	66.40	8.00	10.59	0.00	0.00	4.67	0.00
OH-36 Salary	16.87	16.87	16.87	2.30	4.86	6.78	0.38
<b>TOTAL</b>	<b>110.54</b>	<b>42.87</b>	<b>45.46</b>	<b>5.89</b>	<b>9.39</b>	<b>16.64</b>	<b>3.31</b>

Ministry of Education, Govt. of India vide its letter F.No.23017/05/2024-IF.1, Dt.20-09-2024 directed for preparation of "Revised Estimates FY 2024-25 and Budget

Minutes of 24<sup>th</sup> Finance Committee Meeting on 16.10.2024


  
 6/10/24 5

Estimates FY 2025-26".

**REVISED ESTIMATE 2024-25**

(Amount in ₹)

OH – 31 General	OH – 35 Capital	OH -36 Salary	TOTAL
18,00,00,000	10,59,00,000	16,87,37,337	45,46,37,337

**BUDGET ESTIMATE 2025-26**

(Amount in ₹)

OH – 31 General	OH – 35 Capital	OH -36 Salary	TOTAL
19,80,00,000	51,53,77,400	19,40,47,938	90,74,25,338

Based on the Revised Estimates of FY 2024-25 Budget Estimates for FY 2025-26 projected.

OH – 31 (General) : 10% increase

OH - 36 (Salary) : 15% increase

OH – 35 Capital Budget projected on the basis of Draft DPR for FY 2025-30, which is yet to be approved.

The Finance Committee may consider the RE for the FY 2024-25 and BE for the FY 2025-26.

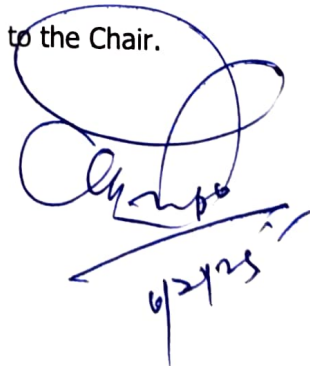
Decision	After detailed discussion the FC considered and recommended the same.
----------	---

<b>24.12</b>	<b>Cumulative Professional Development Fund for the FY 2024-27</b>
--------------	--

The existing Rules and Regulations of CPDA for the Year 2021-2024 may be continued for the Year 2024-27 till they are revised.

Decision	FC considered and recommended the same.
----------	---

The meeting ended with vote of thanks to the Chair.



Handwritten signature and date: 6/2/25