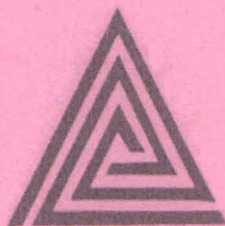


**MINUTES OF SECOND FINANCE COMMITTEE
MEETING HELD ON 24TH OCTOBER, 2017**

**AND
DULY CONFIRMED IN
THIRD FINANCE COMMITTEE MEETING
HELD ON 14TH DECEMBER, 2017**



SCHOOL OF PLANNING AND ARCHITECTURE

4, Block B, I.P.Estate, New Delhi-110002

Phone : 011-23702382 Fax : 011-23702383



SCHOOL OF PLANNING AND ARCHITECTURE

Ref.No.CCC/02FC/SPA/17

05th December, 2017

TO ALL MEMBERS OF FINANCE COMMITTEE OF
SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI

SUBJECT: MINUTES OF 02nd MEETING OF FINANCE COMMITTEE UNDER SPA ACT, 2014 HELD ON TUESDAY, 24TH OCTOBER, 2017 AT 03.00 P.M.

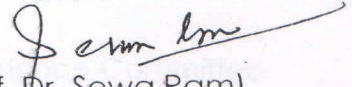
Sir/Madam,

I am directed to forward herewith the Minutes of the 02nd Meeting of Finance Committee of School of Planning and Architecture, New Delhi, held on Tuesday, 24th October, 2017 at 03.00 p.m. in the New Committee Room of SPA.

Comments on the Minutes, if any may please be forwarded to the undersigned by 11th December, 2017.

With Kind Regards,

Yours faithfully,


(Prof. Dr. Sewa Ram)
Registrar – Secretary

1.	Ar. Amogh Kumar Gupta Chairperson-FC 15, Amaltas Phase-I, Chuna Bhatti, Bhopal-462016	5.	Dr. D. S. Meshram (Nominee of BOG) President, Institute of Town Planners, 4-A, Ring Road, I.P. Extn. New Delhi-110002
2.	Prof. Dr. N. Sridharan, Director (Additional Charge) School of Planning and Architecture, New Delhi - 110002	6.	Prof. Dr. Sewa Ram Registrar - Secretary School of Planning and Architecture, New Delhi-110002
3.	Shri R. Subrahmanyam, IAS, Additional Secretary (TE). Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi-110001	7.	Copy to:- Dr. B.K. Bhadri Assistant Educational Adviser (DL) Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi-110001
4.	Ms. Darshana M. Dabral, JS & FA Govt. of India, MHRD, Dept. of Higher Education Technical Section - VI, Shastri Bhawan, New Delhi-110001.		

SCHOOL OF PLANNING AND ARCHITECTURE: NEW DELHI

MINUTES OF 02nd FINANCE COMMITTEE MEETING OF SPA, NEW DELHI HELD ON TUESDAY, 24th OCTOBER, 2017 AT 03.00 P.M IN THE NEW COMMITTEE ROOM OF THE SCHOOL, DULY CONFIRMED IN THE 03RD MEETING OF FINANCE COMMITTEE HELD ON 14TH DECEMBER, 2017.

Present:

- | | |
|---|----------------------|
| 1. Ar. Amogh Kumar Gupta | Chairperson, FC |
| 2. Prof. Dr. N. Sridharan
Director (Additional Charge) | Member |
| 3. Dr. B. K. Bhadri, AEA, MHRD
(in place of Shri R. Subrahmanyam, AS, (MHRD) | Member |
| 4. Shri Arun Kumar, US (IFD), MHRD
(in place of Ms. Darshana M. Dabral, JS & FA) | Member |
| 5. Ar. Balbir Verma
(Nominee of BOG, SPA) | Member |
| 6. Dr. D.S. Meshram, ITPI
(Nominee of BOG, SPA) | Member |
| 7. Prof. Dr. Sewa Ram | Registrar- Secretary |

The Chairman welcomed all the members and called the meeting to order.

02 FC ITEM NO. 1: TO CONFIRM THE MINUTES OF 01st MEETING OF THE FINANCE COMMITTEE OF THE SCHOOL HELD ON 07th JULY, 2017.

FC was apprised that the Minutes of 01 Meeting of the Finance Committee held on 07th July, 2017 were circulated among the members on 13th July, 2017. The comments on the Minutes were received from Dr. B.K. Bhadri, AEA, MHRD stating that with regard to any Agenda Item where in the financial implications are involved, mandatorily, the approval of FC/BOG should be sought for and also complied with the following:

- GFR provisions (now GFR, 2017)
- Mandatory e-tendering and upload the same on the School's website.
- Purchase of goods and articles through Government e-marketing place (GEM) only i.e. DGS&D rate contracts.
- The CVC Guidelines on transparency as issued from time to time.

The Committee was apprised that:

- The School is following CPWD Manual and GFR Provisions, 2017.
- E-tendering has been approved by 02 BWC and will be implemented shortly.
- At present the School is following the 'open tender' system for purchase of goods and articles and is in the process of implementing GEM system.
- CPWD and CVC Guidelines are being followed in the School.

With the above observations, the Minutes of 01 Meeting of Finance Committee were approved.

FC ITEM NO. 2: TO REPORT ACTIONS TAKEN ON THE MINUTES OF THE 01ST MEETING OF THE FINANCE COMMITTEE OF THE SCHOOL HELD ON 07TH JULY, 2017.

Noted by Finance Committee.

FC ITEM NO. 3: TO CONSIDER THE LETTER NO.F.3020/2017-TS.VI DATED 28TH SEPTEMBER, 2017 RECEIVED FROM MHRD REGARDING PETITION OF SHRI RAVINA SINGHAL

The Letter received from MHRD (**Appendix – 02 FC/I**) was discussed in detail and all the reports in this regard were presented before the Committee. FC was also apprised that all the details with regard to the employment of contractual staff have already been sent to MHRD. After detailed deliberations, the Committee suggested that:

- A transparent policy should be adopted in this regard.
- The process of renewal of contract should be done through e-tendering.
- The School should make an effort with regard to recruitment of permanent staff.
- The Administration should give details with regard to the last transfers made in respect of each permanent staff member.

02 FC ITEM NO. 4: TO CONSIDER THE LETTER NO.F.9-42/2016-TS.VI DATED 11TH SEPTEMBER, 2016 RECEIVED FROM MHRD REGARDING ESTABLISHING HIGHER EDUCATION FINANCING AGENCY (HEFA)

FC considered the Letter received from MHRD (**Appendix - 02 FC/II**) with regard to Establishing Higher Education Financing Agency (HEFA) and approved the same. The Committee also advised that an effort should be made to take an early action in this regard.

02 FC ITEM NO. 5: TO CONSIDER THE RECOMMENDATIONS OF 02 BWC MADE AT ITS MEETING HELD ON 24TH OCTOBER, 2017 AT 12 NOON.

The FC considered the following items of 02 BWC and after detailed deliberations approved the same:

1. The proposed works for the residential complex in Maharani bagh with the Budget Estimate of Rs. 9,16,434/- (**Appendix - 02 FC/III**).
2. Providing and fixing of brick tile cladding on walls at Maharani Bagh, SPA Complex, New Delhi with the Budget Estimate of Rs.5,45,540/- (**Appendix - 02 FC/IV**).
3. With regard to conversion of Type VII Flat into VIP Guest House, the Committee suggested that the flat may be renovated as per standards of Type - VII flat and put to use.

The Meeting ended with Thanks to the Chair.

[Signature]

[Signature]

Appendix - 02 FC/I

F.No.3-20/2017-TS.VI
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section VI

Shastri Bhawan, New Delhi
Dated: 28th September, 2017

To,
The Director (I/e),
School of Planning and Architecture,
4, Block-B, I.P. Estate,
New Delhi-110002.

N. Chahal
09/X/17

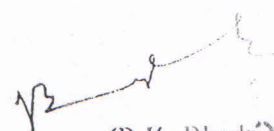
Subject:- Petition of Shri Ravina Singhal received from PMO regarding corruption SPA,
New Delhi - reg.

Sir,

I am directed to refer to your letter No.6-1/2015-16/SPA/PSM dated 21st August, 2017 on the subject cited above and to say that the information furnished by the School has been examined in the Ministry. From the perusal of the information, it has been observed that there is an urgent need to improve and focus on the administrative and financial mismanagement of the School to avoid any future audit para on the subject matter.

2. In view of above, you are accordingly requested to place this matter for discussion in the next FC/BOG meeting of the School.

Yours faithfully,



(B.K. Bhadri)
Assistant Educational Adviser (DL)
Telefax : 011-23388037

F.No.9-42/2016-TS.VI
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section VI

Shastri Bhawan, New Delhi,
Dated: 11th September, 2016

To,

1. The Director, School of Planning and Architecture, Bhopal.
2. The Director, School of Planning and Architecture, Delhi.
3. The Director, School of Planning and Architecture, Vijayawada.

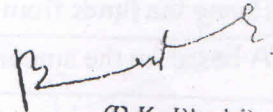
Subject:- Establishing the Higher Education Financing Agency (HEFA) in order to finance the capital and research investment in CFTIs-reg.

Sir/Madam,

I am directed to refer to this Ministry's letter of even number dated 21st October, 2016 (Copy enclosed) on the subject cited above wherein you were requested to assess your preparedness to access funds from HEFA between January and December, 2017.

2. In view of above, you are accordingly requested to kindly furnish the status on the preparedness to access funds for HEFA etc. in the matter. It is also requested that the details of HEFA may also be discussed with the faculty of the School to understand the mandate of HEFA.

Yours faithfully,



(B.K. Bhadri)
Assistant Educational Adviser (DL)
Telefax:-011-23388037

Encls.: As above.

Press Information Bureau
Government of India
Cabinet

12-September-2016 13:14 IST

Cabinet approves establishment of Higher Education Financing Agency for creating capital assets in higher educational institutions.

The Union Cabinet, chaired by the Prime Minister Shri Narendra Modi, has approved the creation of the Higher Education Financing Agency (HEFA) to give a major push for creation of high quality infrastructure in premier educational institutions.

The HEFA would be jointly promoted by the identified Promoter and the Ministry of Human Resource Development (MHRD) with an authorised capital of Rs.2,000 crore. The Government equity would be Rs.1,000 crore.

The HEFA would be formed as a SPV within a PSU Bank/ Government-owned-NBFC (Promoter). It would leverage the equity to raise up to Rs. 20,000 crore for funding projects for infrastructure and development of world class Labs in IITs/IIMs/NITs and such other institutions.

The HEFA would also mobilise CSR funds from PSUs/Corporates, which would in turn be released for promoting research and innovation in these institutions on grant basis.

The HEFA would finance the civil and lab infrastructure projects through a 10-year loan. The principal portion of the loan will be repaid through the 'internal accruals' (earned through the fee receipts, research earnings etc) of the institutions. The Government would service the interest portion through the regular Plan assistance.

All the Centrally Funded Higher Educational Institutions would be eligible for joining as members of the HEFA. For joining as members, the Institution should agree to escrow a specific amount from their internal accruals to HEFA for a period of 10 years. This secured future flows would be securitised by the HEFA mobilising the funds from the market. Each member institution would be eligible for a credit limit as decided by HEFA based on the amount agreed to be escrowed from the internal accruals.

ANT/VBA/AK

F.No.9-42/2016-TS.VI
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section VI

Shastri Bhawan, New Delhi,
Dated: 25th September, 2016

To.

1. The Director, School of Planning and Architecture, Bhopal.
2. The Director, School of Planning and Architecture, Delhi.
3. The Director, School of Planning and Architecture, Vijayawada.

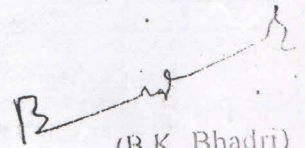
Subject:- **Establishing the Higher Education Financing Agency (HEFA) in order to finance the capital and research investment in CFTIs-reg.**

Sir/Madam,

I am directed to refer to this Ministry's letter of even number dated 21st October, 2016 and 11th September, 2017 on the subject cited above wherein you were requested to place and discuss the above matter relating to HEFA in your BOG meeting.

2. In this regard, it may kindly be mentioned that the meeting of the Board of Directors (BOD) of HEFA is going to be held in the 2nd / 3rd week of October, 2017. you are accordingly requested to submit the duly approved proposal(s) from the Competent Authority, if any, for accessing funds from HEFA to this Ministry at the earliest.

Yours faithfully.



(B.K. Bhadri)
Assistant Educational Adviser (DL)
Telefax:-011-23388037

SCHEDULE OF WORK

Name of work:- A/R & M/O work during 2017-18 in residential housing complex at Maharani Bagh SPA, New Delhi

S. No.	DSR No.	Description of Item	Unit	Quantity	Rate	Amount
1	14.6.1/ 242	Renewing glass panes, with wooden fillets wherever necessary 14.6.1 Float glass panes of thickness 4 mm	sqm	20	852.6	17052.00
2	14.46/ 246	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	sqm	5522	10.18	55213.96
3	14.53.1/ 247	Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade 14.53.1 One or more coats on old work	sqm	4422	55.25	244315.50
4	14.54.1/ 247	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade 14.54.1 One or more coats on old work	sqm	3722	51.30	190938.60
5	14.63.1/ 248	Distemping with 1st quality acrylic washable distemper (ready made) of approved manufacturer and of required shade and colour complete. As per manufacturer's specification. 14.63.1 One or more coats on old work	sqm	9282	29.80	276603.60
6	14.64.1/ 248	Finishing walls with water proofing cement paint of required shade 14.64.1 Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm complete, including cost of Priming coat.	sqm	262	55.70	14593.40
7	14.1.1/ 242	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground within 50 metres lead 14.1.1 With cement mortar 1:4 (1 cement : 4 fine sand)	sqm	50	264.80	13240.00
8	15.60/228	Disposal of building rubbish/malba/similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50m initial lead, for all leads including all lifts involved.	cum	5	120.6	602.75
9	13.41.1/ 230	Distemping with oil bound washable distemper of approved brand and manufacture to give an even shade 13.41.1 New work (two or more coats) over and including water linnable priming coat with cement primer	sqm	50	93.7	4685.00
		TOTAL				
		Add 11% Cost Index			Rs.	818244.81
		Add 1% Labour Cess				90006.93
		Grand Total				8182.45
						916434

Terms & Condition:-

1. The work shall be completed within Three MONTH from the date of issue of work order otherwise 1% penalty per day up to a maximum of 10% shall be imposed on gross amount of bill.
2. 2% income tax will be deducted from the bill.
3. The work shall be carried out as per C.P.W.D. specification and entire satisfaction of engineer-in-charge.
4. Vat will be deducted from the bill as per applicable.
5. 1% water charge will be deducted from the bill.
6. 1% Labour Cess will be deducted from the bill.

(A.E. Civil)

SCHEDULE OF WORK

Subject: Providing and fixing brick tile cladding on walls at Maharani Bagh SPA Complex New Delhi

S No.	DSR-2016	Description of work	Unit	Qty	Rate	Amount
1	15.56/253	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead	M ²	400	22.4	8960
2	15.6/258	Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.	Sqm	50	120.55	6027.5
3	15.7.4/253	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge.	Sqm	45	842.75	37923.75
4	14.72/248	Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube chaises, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it there after. The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineer-in-charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. Note: This item to be used for maintenance work judiciously, necessary deduction for scaffolding in the existing item to be done.	Sqm	720	160.15	115308
5	6.22/112	Tile brick masonry work 5 cm thick with common burnt clay F.P.S. (non modular) tile bricks of class designation 10 in cement mortar 1:3 (1 cement : 3 coarse sand) in superstructure above plinth and upto floor five level.	M ²	400	572	228800
6	15.26/255	Demolishing brick tile covering in terracing including stacking of serviceable material and disposal of unserviceable material within 50 metres lead.	Sqm	400	45.7	18280
7	3.11/84	Extra for providing and laying cement mortar 1:6 (1 cement : 6 Coarse sand)	Sqm	9	3217.5	28957.5
8	14.1.1/242	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground within 50 metres lead : 14.1.1 With cement mortar 1:4 (1 cement : 4 fine sand)				20064
9		Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level up to floor V level in all shapes and sizes in : 6.4.1 Cement mortar 1:4 (1 cement : 4 coarse sand) 6.4.2 Cement mortar 1:6 (1 cement : 6 coarse sand)	Sqm	55	364.8	11603
10	6.4/111	TOTAL	cum	2	5801.5	
		Add 11% Cost Index				487069
		1% Labour Cess				53579.84
		Grand total				4870.89
						545540.18

545540

Rupees

Terms & Conditions

- 1 The work shall be completed within three months from the date of issue of work order otherwise 1 % penalty
- 2 The delay up to a maximum of 10 % shall be imposed on gross amount of bill
- 3 1 % Income tax will be deducted from the bill
- 4 The supply will be given as per manufacture specification and entire satisfaction of Engineer in-charge
- 5 Vat will be deducted from the bill as per applicable.
- 6 1% water/electrical charges will be deducted from the bill.
- 7 1% Labour Cess charges will be deducted from the bill.
- 8 10 % security will be deducted from the bill and the same will be released to contractor after completion of


Assistant Engineer (Civil)