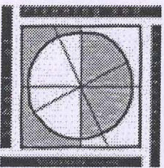

MINUTES

Fifteenth Meeting of the Finance Committee

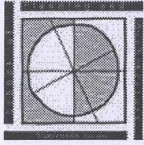
held on

14th March, 2019 at MHRD, ShastriBhavan, New Delhi



School of Planning and Architecture: Vijayawada
An Institute of National Importance, MoHRD, Government of India.
ITI Road, Vijayawada, Andhra Pradesh, India

approved.
B Somaya
25th April, 2019



School of Planning and Architecture: Vijayawada

An Institute of National Importance, MoHRD, Government of India.

ITI Road, Vijayawada, Andhra Pradesh, India

**Minutes of the Fifteenth (15th) Meeting of the Finance Committee of SPAV
held on March 14, 2019 at 11.00AM at MHRD, New Delhi**

1	To confirm the Minutes of the Fifteenth(15 th) Meeting of the Finance Committee of SPAV held on December 14, 2018 at ITPI, New Delhi	Annexure - I
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The following members were present in the Fifteenth (15th) Meeting of Finance Committee of SPAV held on March 14, 2019 at MHRD, New Delhi:

S.N.	Name	As
1	Ar. Brinda Somaya	Chairperson
2	Ms. Darshana M Dabral Joint Secretary & Finance Advisor MHRD, Government of India	Member
3	Shri. MadhuRanjan Kumar, Joint Secretary, (DL & Admin), MHRD, Government of India	Member
4	Prof. Monsingh Devdas Representative of University Grants Commission	Member
5	Prof. (Dr.) Minakshi Jain Director, SPA, Vijayawada	Member
6	Shri P.V.S. Shyam Kumar, Registrar I/c, SPA, Vijayawada	Member Secretary

The Minutes of the Fourteenth(14th) Meeting of Finance Committee held on December 14, 2018 were circulated to all the members. Since, no objections were received; the said Minutes stands approved.

2	To present the Action Taken Report on the Minutes of Fourteenth (14 th) Meeting of the Finance Committee of SPAV held on Dec14, 2018, at ITPI, New Delhi.
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OBSERVATIONS ON ACTION TAKEN ON THE MINUTES OF 13th FC MEETING HELD ON 27TH APRIL, 018 AT SPA, VIJAYAWADA

13.3	To consider and approve the revised CPDA rules for the Block Period 2018-21 and to ratify the CPDA rules of the previous block periods.
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Action taken	The suggestions are incorporated in the CPDA guidelines accordingly The FC is requested to close the item.
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Decision of 15th FC	The FC approved the CPDA rules. The item stands closed.
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13.4	To consider to 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>a) The cost incurred on each student has been calculated by taking into account the different components such as Faculty salaries, recurring expenses etc., by the Institute for giving the clear idea of the subsidy given by SPAV towards the education of each student. The details are placed as Annexure II.</p> <p>b) Further as per the suggestion given by BoG, the process of calculation of Mess bill as per actuals is under process, the same shall start from next month onwards.</p> <p>FC is requested to close the item.</p>
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Decision of 15th FC	The FC noted the cost incurred on each student by taking into accounts the different components without Capital cost and suggested to inform the students the subsidy given by SPAV towards their education. The following subsidy are given to the students as mentioned below.
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Course	Subsidy per year
B.Arch, (5 years course)	□ 1,84,120/-
B.Plan, (4 years course)	□ 1,87,250/-
M.Arch, (2 years course)	□ 1,83,150/-
M.Plan, (2 years course)	□ 1,83,150/-

The FC noted that the process of calculation of Mess Bill as per actuals is in process and shall be implemented from April, 2019 onwards.

<p>13.5</p>	<p>To consider and approve the estimated budget for the following items in the new campus</p> <p>a) ICT Infrastructure,(Information and Communications Technology Infrastructure i.e. Cabling and equipment for Faculty Block and Institute Block).</p> <p>b) Outdoor sports facilities in the new campus</p> <p>c) Interior design of the Auditorium by inviting EOI</p> <p>d) Compound/Retaining wall on the 2.66 acres site (presently without the Boundary wall on two sides).</p>
<p>Action taken</p>	<p>a) Status of ICT infrastructure Academic Block</p> <p>As per the approval in the 14th FC meeting, the ICT infrastructure purchase has been expedited for the remaining ₹3.81 crores, and as on date the following purchases have been made:</p> <p>Already purchased:</p> <p>1. Active components like LAN Switches (Layer 2 and Layer 3, Wi-Fi Access points Ground and first floor, Wi-Fi Controllers and computer workstations for Academic Block (Basement to IV floor) has been purchased amounting to ₹66,69,444/-.</p> <p>The FC is requested to ratify for ₹66,69,444/- against the payments released after successful installation of the ICT material for Academic Block.</p> <p>Purchase orders placed:</p> <p>2. Purchase order amounting to ₹34,16,165/- has been placed for Active (IPABX system and telephone for Faculty and Staff, Layer 2 and Layer 3 switches for Basement and II to IV floor) and Passive components (Cabling and Termination) for Academic Block.</p> <p>Tender under Process:</p> <p>The tender process has been initiated on GeM and CPP Portal for the cloud servers, CCTV, LAN Termination and Active components for the Academic Block V floor amounting to ₹1,26,88,500/-(One crore twenty six lakhs eighty eight thousand five hundred).</p>

	<p>Work under process for Academic Block</p> <p>Active components and Thin client Technology for Digital classroom creations amounting to ₹88,00,000/- (eighty-eight lakhs) will be initiated soon for Academic Block.</p> <p>Hostels and Visiting Faculty Block</p> <p>Already purchased:</p> <p>3. Active components (Wi-Fi Access points) have been purchased for Hostels amounting to ₹27,66,600/-.</p> <p>The FC is requested to ratify for ₹27,66,600/- against the payments released after successful installation of the ICT material for Hostels.</p> <p>Purchase orders placed:</p> <p>Further Purchase orders amounting to ₹14,01,580/- has been placed for Hostels and Visiting Faculty Block for Active components like Wi-Fi, CCTV and IP Phones and Passive components (LAN Cabling and Termination) for Dining/ Visiting Faculty Block from Ground floor to VII floor.</p> <p>Work under process for Hostels and Visiting Faculty Block:</p> <p>The purchase of additional Access Wi-Fi points and Active components for RFID technology components for Hostels and Visiting Faculty Block amounting to ₹23,00,000/- (Twenty-three lakhs) will be initiated soon.</p> <p>The details are placed as Annexure III</p>
<p>Decision of 15th FC</p>	<p>a) Status of ICT infrastructure Academic Block</p> <ol style="list-style-type: none"> 1) The FC noted the purchase of Active components like LAN switches amounting to ₹66,69,444/- and ratified the same. 2) The FC noted the Purchase order placed amounting to ₹34,16,165/- for IPABX systems . 3) The FC noted the requirement of cloud servers, CCTV, LAN Termination and Active components for the Academic Block V floor amounting to ₹1,26,88,500/- (One crore twenty six lakhs eighty eight thousand five hundred) wherein tendering is under process 4) The FC noted the requirement of Active components and Thin client Technology for Digital classroom creations amounting to ₹88,00,000/- (eighty-eight lakhs) which will be initiated soon.

Hostels and Visiting Faculty Block

- 1) The FC noted the purchased of Active components (Wi-Fi Access points) for Hostels amounting to ₹27,66,600/- and ratified the same.
- 2) The FC noted the Purchase orders placed amounting to ₹14,01,580/- for Hostels and Visiting Faculty Block for Active components like Wi-Fi, CCTV and IP Phones and Passive components (LAN Cabling and Termination) for Dining/Visiting Faculty Block from Ground floor to VII floor.
- 3) The FC noted the work to be done and the purchase of additional Access Wi-Fi points and Active components for RFID technology components for Hostels and Visiting Faculty Block amounting to ₹23,00,000/- (Twenty-three lakhs) which will be initiated soon.

The FC while approving the above requirements suggested that the School should procure items through Government E-market place (GeM) as per GFR guidelines and when a proprietary item is purchased, the process should be recorded and certified that it is proprietary item and no other vendor can supply the item.

Action taken

b) Status of developing Sports Ground

As directed by the BoG the plan for developing the sports ground was discussed with the students and prepared with the help of in house Faculty, AEPO, physical instructor and students. In the Phase I, the financial implication for execution of the work was calculated as ₹19,98,230/- as per CPWD DSR 2016 rates of Vijayawada. Accordingly, Tender was floated on CPP portal for levelling and filling up the soil on the sports ground. The work was executed for an amount of ₹18,42,225/-. The FC is requested to ratify the amount of ₹18,42,225/-.

Further SPAV is in the process of preparing a detailed estimate amounting to ₹1.3 crore and floating a tender in the CPP portal for the preparation and civil works related to the Open-air sports facilities (like Football ground, running track, Tennis courts etc.,) which shall be executed subsequently by following standard GoI norms from the unspent balance and within the approved budget of ₹1.93 crore. The services of specialized Consultant/Consultants will be engaged for execution and development of

	the above Sports facilities.
Decision of 15th FC	<p>Status of developing Sports Ground</p> <p>Registrar I/c apprised the levelling and filling up the soil in the Sports ground amounting to ₹18,42,225/- and the detailed estimate of ₹ 1.3 crore for developing the other sports facilities. The FC noted and ratified the same.</p> <p>Further the FC noted the detailed estimate amounting to ₹1.3crore initially and tender to be floated on CPP portal for the preparation and civil works related to the Open-air sports facilities (like Football ground, Running track, Tennis courts etc.,) which is within the approved budget of ₹1.93 crore wherein the services of specialized Consultant / Consultants shall be engaged for execution and development of the above Sports facilities. A contractor and a subcontractor shall be finalized by SPAV with the help of consultant.</p>
Action taken	<p>c) Interior design of the Auditorium by inviting EOI</p> <p>As per the decision taken in the 26thBoG, an internal committee was set up to look into the requirements of the Auditorium and to consult external experts in the field of Acoustics. Based on the interaction with the external experts and the site conditions of the already constructed auditorium, the committee developed an Expression of Interest (EOI), the same will be floated as a two-stage bidding process in CPP Portal by following the guidelines of GoI. Based on this EoI, a consultant/consulting firm shall be identified who shall submit the detailed “<i>Good for construction drawings</i>” and undertake execution. The proposed work shall be executed within the approved budget of ₹3.44 crores.</p>
Decision of 15th FC	<p>Status of Auditorium finishes</p> <p>The FC approved the EOI to be floated for the auditorium as two-stage bidding process in CPP portal from the related field experts. The consultant shall submit the good for construction drawing and for the execution of the auditorium the tender will be floated to hire contractor/Sub contractor with consultation of SPAV within the approved budget of ₹3.44 crore.</p>
Action taken	<p>d) Status of the compound wall</p> <p>Compound Wall site location and its drawings were developed by internal faculty of SPAV and as directed in the BOG the drawings were vetted technically by Licensed Civil - Structural Engineer Mr. AmodhLuman, Triveni Associates, Mumbai and Professor of Structural Engineering from IIIT, Nuzvid, Vijayawada, Govt. of AP. The Letters received from Triveni</p>

	<p>Associates and Professor of Structural Engineering from IIIT, Nuzvidare enclosed as Annexure IV A & B.</p> <p>The total financial implication of the construction of the compound wall for the 2.66 acres areas is around ₹90 lakhs approximately which is lesser in cost than the already approved budget. SPAV is in the process of approaching Govt. Agencies like R&B Department of Govt. of AP, NBCC, BSNL etc. for undertaking the execution.</p>
Decision of 15th FC	<p>Status of the compound wall</p> <p>Registrar I/c apprised that as per the direction of the Board the drawings were vetted technically by Licensed Civil - Structural Engineer Mr. AmodhLuman, Triveni Associates, Mumbai and Professor of Structural Engineering from IIIT, Nuzvid, Vijayawada, Govt. of AP.</p> <p>The FC noted and approved the construction of the compound wall for the 2.66 acres areas with an amount ₹90 lakhs approximately. SPAV will approach Govt. Agencies like R&B Department of Govt. of AP, NBCC, BSNL etc. for undertaking the execution.</p>
<p>OBSERVATIONS ON ACTION TAKEN ON THE MINUTES OF 14th FC MEETING HELD ON 14TH DECEMBER, 2019 AT ITPI, NEW DELHI</p>	
14.1	To consider procurement of furniture and equipment for classrooms, faculty, staff and laboratories
Action taken	<p>Furniture amounting to ₹1.27 crores for Academic Block, ₹6.16 lakhs for Visiting Faculty Block, ₹8.10 lakhs for Hostels, and ₹37.4 lakhs for Computer Lab has been purchased.</p> <p>Out of the approved amount of ₹8.4 crores in the 26th BoG, SPAV has purchased furniture amounting to ₹1.79 crores and ratification is requested for the purchased furniture amounting to ₹1.79 crore.</p> <p>The detail of the furniture purchased is placed as an Annexure V</p> <p>All the above Furniture has been purchased through Government E-market Place (GEM) following GFR guidelines.</p>
Decision of 15th FC	Registrar I/c apprised the FC regarding the purchases made by the School, ₹1.27 crores for Academic Block, ₹6.16 lakhs for Visiting

	<p>Faculty Block, ₹8.10 lakhs for Hostels, and ₹37.4 lakhs for Computer Lab out of the approved amount of ₹8.4 crores; totalling to an amount of ₹1.79 crores.</p> <p>The FC noted and approve the procurement of furniture amounting to ₹1.79 crores. The Board also suggested that the remaining Furniture is to be purchased through Government E-market Place (GEM) following GFR guidelines through the various processes in GeM such wherein above ₹30 lakhs material has to be purchased using online bidding and reverse auction. Further when a proprietary item is purchased, the process should be recorded and certified that it is a proprietary item and no other vendor can supply this item.</p>
14.2	Faculty up-gradation from 6000 AGP to 7000 AGP
Action taken	As desired by the FC the information in detail was submitted to MHRD regarding the procedure carried out by SPAV for the process of upgradation of faculty. However, no comments have been received from MHRD till date.
Decision of 15th FC	MHRD representatives informed that the procedure carried out by SPAV for the up-gradation of faculty is in order and accordingly, FC approved the up-gradation of the faculty.
14.3	To consider and approve the Annual report 2017-18
Action Taken	The Separate Audit Report has been circulated to the FC and BoG Members and the Annual Report 2017-18 has been submitted to MHRD on 21st February, 2019. The FC is requested to close the item.
Decision of 15th FC	The FC noted the receipt of SAR and submission of Annual Report 2017-18 to MHRD and the item stands closed.
<u>Reporting Items</u>	
14.4(R)	To report the Selection Committee (s) recommendation for selection of Faculty positions of SPAV
Action Taken	The procedure adopted for the faculty selection was submitted to the Ministry as desired. No comments have been received till date. However, Dr. Inderpal Singh, who was selected as a Professor through an open Advertisement and with proper procedure; which is under the consideration of the Ministry, requires to be finalized.

Decision of 15th FC	FC approved all appointments done by the SPA, Vijayawada. Further, Dr.Inderpal Singh's case was discussed in FC in the absentia of the Director; the former being the spouse of the Director. FC noted that as the Director recused herself from the entire selection process, the selection of Dr.Inderpal Singh cannot be questioned just on the ground that he happens to be husband of Dr.Minakshi Jain, Director, SPAV. However in view of the RR's of SPAV, it was advised by the FC that a fresh offer letter be issued to Dr.Inderpal Singh on Direct Recruitment basis only. The earlier appointment letter sent on deputation basis to him shall be withdrawn by the Institute.(as there is no provision of induction at the Professor level in SPA Vijayawada on Deputation).
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AGENDA ITEMS FOR CONSIDERATION AND APPROVAL IN THE FINANCE COMMITTEE MEETING SCHEDULED ON 14TH MARCH, 2019

15.1	Implementation of allowances of faculty and Non-Teaching staff as per recommendations of the 7th pay commission
Decision of 15th FC	The FC approved for adoption and implementation of revised allowances and arrears to all the employees of SPA, Vijayawada w.e.f. 1 st July, 2017.
15.2	Delegation of powers to Director, SPAV for submitting Annual accounts to CAG for the financial year 2018-19 to take up audit.
Decision of 15th FC	The FC suggested that the Annual Accounts of 2018-19 are to be approved by BoG / through circulation or by conducting a meeting before submitting the same to enable the CAG to conduct the Audit.
15.3	To consider procurement of equipment for 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.
15.4	Formulation of New Institutional Consultancy and Testing Rules for SPA, Vijayawada
Decision of 15th FC	The FC was apprised that the Consultancy and Testing rules of NITs and IITs were used as a reference to constitute the New Consultancy and Testing rules for SPA, Vijayawada. The ratio of the Consultants' share and the Institution shall be 70% and 30% respectively as prevailing mostly in

	<p>these Institutes. The FC gave its approval for the Proposed Institutional Consultancy Rules.</p> <p>The Testing consultancy share for the Consultant and Institute share as 60% and 40% percent respectively was also discussed.</p> <p>However the FC suggested to evaluate the type of Testing, the role and use of resources of the Institute and the role of consultant before finally deciding upon the ratio of consultant and Institutional Share.</p>
15.5	Approval for Solar power
Decision of 15th FC	The FC suggested that the RESCO model undertaken by MNRE may be approached to undertake the additional Solar work at SPAV. Companies like Bharat Heavy Electronics Ltd., may be contacted to look into the requirement and an initial assessment of the investment and vendors for commissioning Grid connected Solar PV Power Project for solar power generation.
15.6	SPAV Campus related issues
Decision of 15th FC	The FC noted establishment of the campus, finally handing over the Campus by CPWD to SPAV authorities on March 31, 2019. It was apprised to the FC that Certain lapses by the CPWD and the Architect have been communicated to the Architect and CPWD. The FC saw the visuals of the School and applauded the efforts undertaken by the School in its establishment and activities undertaken by the School.
15.1 (R)	Building Resilient Urban Communities (BReUCom) Project
Decision of 15th FC	The FC noted the commencement of the new project BReUCOM (Building Resilient Urban Communities) funded by the EU's Erasmus Mundus Plus programme).

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