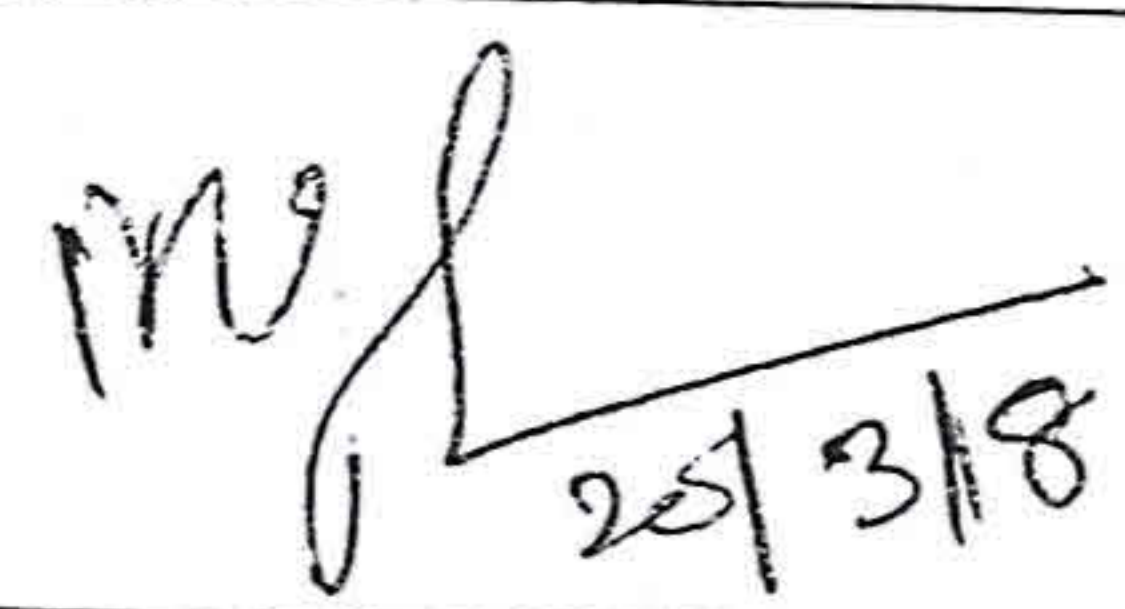

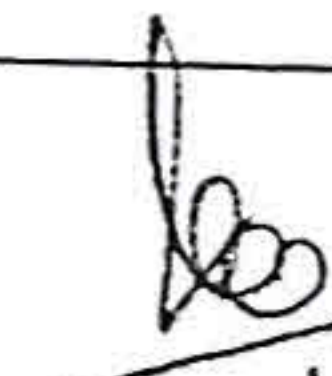
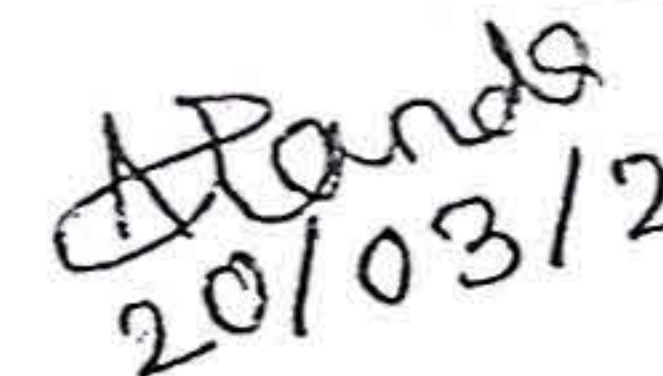
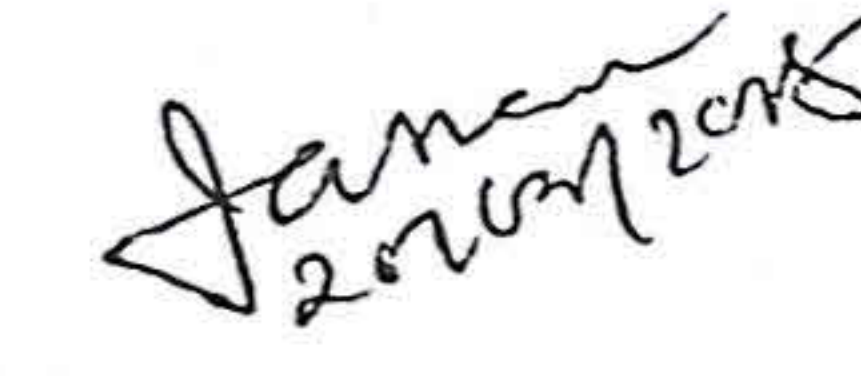
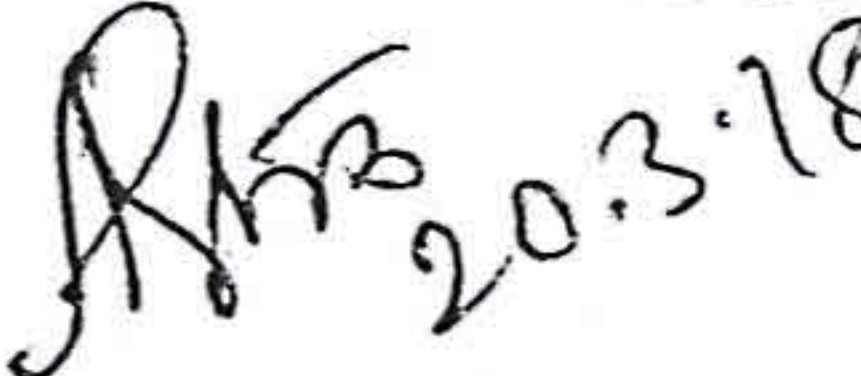

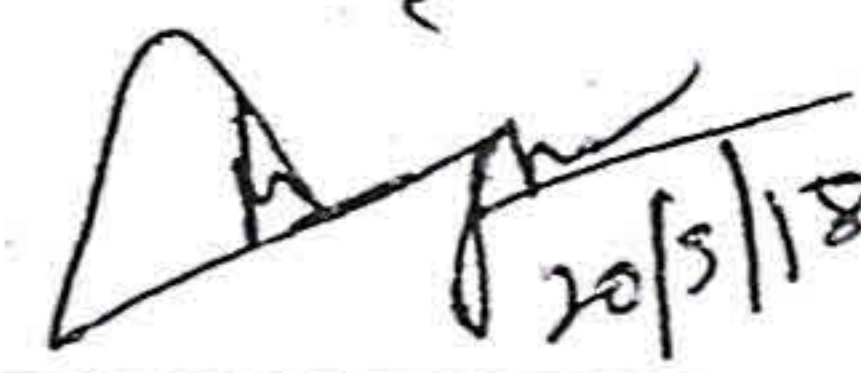

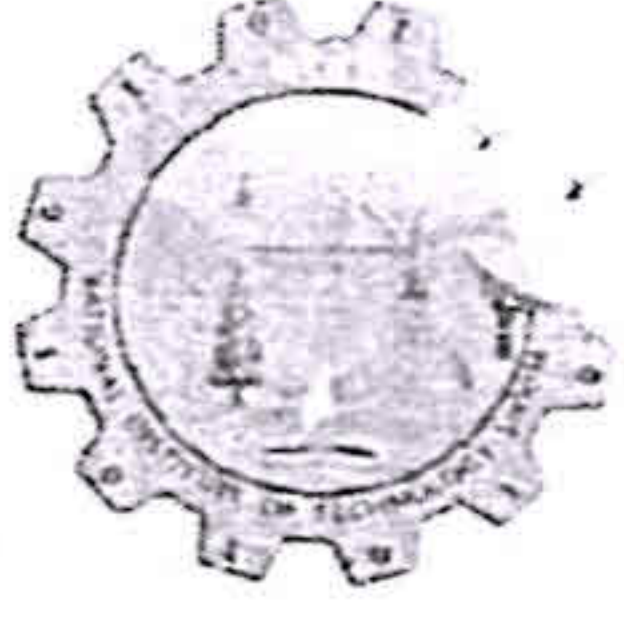


NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM
Barfung Block, Ravangla, South Sikkim-737139

5th meeting of Building and Works Committee

The following members of the Building and Works Committee and invitees were present in the 5th meeting of Building and Works Committee held on 20th March 2018 at 11 A.M. in the office of the Director, National Institute of Technology Sikkim, Ravangla-737139

1.	Prof. Mahesh Chandra Govil Director, National Institute of Technology Sikkim Ravangla-737139	Chairman	 20/3/18
2.	Shri. Manish Kumar Jindal Chief Executive Officer (CEO), NABET, Quality Council of India, New Delhi - 110002	Member	 20/3/18
3.	Shri. Alok Srivastava Executive Engineer (Civil) CPWD, Gangtok Division	Member	 20/3/18
4.	Dr. Aurobinda Panda Dean In-charge Planning and Development, National Institute of Technology Sikkim	Member	 20/03/2018
5.	Dr. Md. Nurujjaman Registrar In-Charge, National Institute of Technology Sikkim	Member Secretary	 20/03/2018
6.	Dr. Alak Kumar Patra FICMA, National Institute of Technology Sikkim	Invitee	 20.3.18
7.	Dr. Pradeep Kumar FIPECI, National Institute of Technology Sikkim	Invitee	 20/3/18
8.	Shri. Manoj Kumar Gajmer Assistant Engineer (Civil) CPWD, Gangtok Division	Invitee	 20/3/18
9.	Shri. Debashish Roy Assistant Professor, Department of Civil Engineering, NIT Sikkim	Invitee	 20/03/18



NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Barfung Block, Ravangla, South Sikkim-737139

Minutes of 5th meeting of Building and Works Committee

Minutes of the 5th meeting of Building and Works Committee held on 20th March 2018 at 11 A.M. in the office of the Director, National Institute of Technology Sikkim, Ravangla-737139

The following members of the Building and Works Committee attended the meeting,

1. **Prof. Mahesh Chandra Govil** Chairman
Director,
National Institute of Technology Sikkim
Ravangla-737139
2. **Shri. Manish Kumar Jindal** Member
Chief Executive Officer (CEO),
NABET, Quality Council of India,
New Delhi – 110002
3. **Shri. Alok Srivastava** Member
Executive Engineer (Civil)
CPWD, Gangtok Division
4. **Dr. Aurobinda Panda** Member
Dean In-charge Planning and Development,
National Institute of Technology Sikkim
5. **Dr. Md. Nurujjaman** Member Secretary
Registrar In-Charge,
National Institute of Technology Sikkim

Following special invitees attended the meeting,

1. **Dr. Alak Kumar Patra** Invitee
FICMA,
National Institute of Technology Sikkim
2. **Dr. Pradeep Kumar** Invitee
FIPECI,
National Institute of Technology Sikkim
3. **Shri. Manoj Kumar Gajmer** Invitee
Assistant Engineer (Civil)
CPWD, Gangtok Division
4. **Shri. Debashish Roy** Invitee
Assistant Professor,
Department of Civil Engineering,
National Institute of Technology Sikkim

The following members were granted leave of absence due to their preoccupation,

1. Shri. Roden Thapa
Chief Engineer (Electrical), Energy and Power Department, Government of Sikkim
2. Representative(s) of the Ministry of Human Resources Development, Government of India

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At the outset the chairman extended a warm welcome to the members present and expressed thanks to all for sparing their valuable time for attend the meeting. The following agenda were discussed and decisions were made.

Item No. 05.01 : To confirm the minutes of the 4th meeting of the Building and Works Committee held on 22nd December 2017 at NIT Sikkim, Ravangla.

The minutes were circulated, no comment were received. The minutes were confirmed.

Item No. 05.02: To report the actions taken on the agenda items/decisions taken in the 4th meeting of the Building and Works Committee.

Agenda Item	Item	Discussion
04.03	To consider and approve the re-construction of retaining wall of the old Knowledge and Information Center (KIC) building of NIT Sikkim, Ravangla.	CPWD informed that the work is likely to be completed within 3 months. Tender has been recently awarded.
04.04	To consider and approve the revised estimate of Workshop (Prefab Shed-I)	The report of the external committee is to be placed before FC & BoG.
04.05	To consider and approve the revised estimate of Fluid Mechanics Laboratories (Prefab Shed-II)	
04.06	To consider and approve the revised estimate of Structural and Civil Laboratories (Prefab Shed-III)	
04.07	To consider the purchase of ready-made built-up cabin	Approved by BWC. May be placed before FC/BoG for approval.
04.08	To consider and approve the format of utilization certificate and MOU for civil and electrical related works between NIT Sikkim and CPWD	No action is required.
04.09	Report on some important issues related to the construction works carried out by CPWD.	CPWD informed that the maintenance work required at Prefab-I and II boys' hostel has to be carried out by NIT itself. Since one year maintenance period post completion/handing over buildings are over.
04.10	Brief report on in-house minor works of fabrication/construction, repair and maintenance at NIT Sikkim	No action required
04.11	Any other Item with the permission of the Chair	BWC noted the payment released to CPWD.

Item No. 05.03 : To review the existing design of Fluid Mechanics Lab (Prefab Shed-II) and to propose a low cost design and drawing.

The report of the external committee is to be placed before BoG and FC. BWC discussed the issue of review of existing design of shed II and is of the viewed that structural drawings may be got vetted from IIT Guwahati/ IIT Kharagpur as recommended by the committee and may go for low cost G+1 structure.

Item No. 05.04: To consider and approve the fabrication/construction of cafeteria for students.

Approved as proposed. As there is no canteen facility and NIT is far from the Ravangla town the BWC felt that this is necessary for students and appreciated the idea of constructing temporary structure in-house with an estimated cost Rs. 4.82 Lakhs.

Item No. 05.05: To consider and approve the laboratory space extension work of Department of EEE, ECE and Chemistry.

Approved as proposed.

Item No.05.06 : To consider and approve the Empanelment of firms for the supply of (i) Construction (ii) Plumbing (iii) Carpentry materials and (iv) Electrical items.

The proposed guidelines for the registration/empanelment of vendors have been approved. Also BWC opined that,

- a) Estimated quantities and expenditure for the 6 months/one year may be worked out.
- b) Accordingly tender may be floated for annual rate contract with validity of at least 6 months/one year from the date of award of purchase order.
- c) The time schedule for the delivery of ordered materials must be explicitly mentioned in the tender due to special topographical condition of NIT Sikkim and NIT also intends to works on just-in time delivery inventory model.

Item No.05.07: To consider and approve the Aluminium glass partitioning work of offices in Administrative block.

Approved as proposed.

Item No.05.08 : To consider and approve the deviation in sanction amount of (i) CC approach road and (ii) drainage in Pre-Fab boys' hostels.

Approved as proposed. However, BWC noted that any deviation less than 10 % needn't be brought to BWC or any other body. This is also with reference to Para 2.4.2 of CPWD manual 2014.

Item No.05.09 : To ratify the repairing work of Hostels, residences and Office Buildings.

Ratified as proposed.

Item No 05.10 : Brief report on in-house minor works of fabrication/construction, repair and maintenance at NIT Sikkim

The committee noted and approved the same.

Item No 05.11: Any other Item with the permission of Chair

- a) BWC opined that for preparing the estimate by the estate committee, it is desirable that the criteria used for the same be indicated. Junior Engineer should learn to prepare the estimate as per DSR and use the same for preparing the estimates for works to be executed. Only for non-scheduled items, the estate department/CMA may look beyond DSR. The Executive Engineer, CPWD was kind enough to extend help in this regard whenever required.
- b) In this meeting also CPWD raised the issue of remaining payment of the completed works. The CPWD was apprised that the related sanctions are not traceable and asked to provide the requisite documents so that the payment can be processed. However, the member felt that the Institute should release the funds for which the work orders are issued.
- c) As the trained support in the estate/Civil maintenance department is not available and therefore it was advised by the committee that the service of consultant for civil works may be hired on work basis and consultation fee may be paid as percentage of actual cost which can be 2% to 3%.
- d) The need for repair of approach road, providing layer of sand in the stony playground, some repair works and painting/distemping in the existing building was discussed and it was decided to take up minor work in-house and for rest CPWD was requested to provide estimates to be placed in next meeting.

Atanda
Dean I/C (P&D)

Janer
Registrar I/C

Director

Mgf
22/03/2017