

National Institute of Technology Sikkim
(An autonomous Institute under the aegis of Ministry of HDD, Govt. of India)
Barfung Block, Ravangla, South Sikkim 737139

Minutes of the 6th Meeting of the Finance Committee

The 6th Meeting of the Finance Committee of the Institute was held on 27th November 2018 at 04:00 PM under the chairmanship of Prof. Mahesh Chandra Govil, Director & Chairman (I/C), NIT Sikkim in the NIT Transit House, Safdarjung, New Delhi. The following members were present in the meeting:

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| Prof. Mahesh Chandra Govil Director & Chairman (I/C), NIT Sikkim | Chairperson |
| Sh. Anil Kumar Director (Finance), MHRD, GOI | Member |
| Sh. Madan Mohan Deputy Director General, MHRD, GOI | Member |
| Sh. Ugyen Chopel State Nominee | Member |
| Dr. Achintesh Narayan Biswas Assistant Professor, NIT Sikkim | Member |
| Dr. Md. Nurujjaman Registrar (I/C), NIT Sikkim | Officiating Secretary |
| Sh. Sahil Minda Internal Auditor, NIT Sikkim | Special Invitee |

At the outset, the Chairperson extended heartiest welcome to the Members present in the 6th Meeting of the Finance Committee for sparing their valuable time and contributions made towards the development of NIT Sikkim. The Director apprised the Committee of the progress and issues of the Institute. The Agenda items were presented and the following decisions were taken after due deliberations:

Item No.06.01: To confirm the Minutes of the 5th Finance Committee meeting held on 13th April, 2018.

The minutes were confirmed.

Item No.06.02: To report the actions taken on the decisions taken in the 5th Meeting of the Finance Committee held on 13th April, 2018.

The Action Taken Report (ATR) on the decisions taken in the meeting is as follows:

| Agenda Item | Subject | Action taken |
|-------------|--|------------------------|
| 05.01 | To confirm the Minutes of the 4 th Finance Committee Meeting held on 28 th Dec. 2017. | Confirmed |
| 05.02 | To report the actions taken on the decisions taken in the 4 th Meeting of the Finance Committee held on 28 th Dec. 2017. | No action is required. |

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| 05.03 | To consider and approve the Budget Estimate of the Institute for financial year 2018-19. | Implemented. Noted |
| 05.04 | To consider and approve the Audited Annual Accounts for the financial year 2016-17 and SAR of FY 2016-17. | Implemented. Noted |
| 05.05 | To consider and approve the recommendations of the Committee constituted by the BoG to review the revised estimates and deviations in the estimated costs of the prefab Shed-I, II & III under construction by CPWD. | Decision noted against Agenda No. 6.07 |
| 05.06 | To consider and approve the recommendations of Fair Rent Assessment Committee (FRAC) for hiring of buildings outside the campus for hostels from the academic session 2018-19. | Implemented. Noted |
| 05.07 | To consider and approve the procurement of Portable Cabins. | In process. Noted |
| 05.08 | To consider and approve the purchase of branded furniture through open tendering process. | Implemented as per GFR. Noted |
| 05.09 | To consider and approve the extension of Internet facility to out-campus hired buildings of the Institute. | In process. Noted |
| 05.10 | To consider and approve the hiring of Transit Guest House at Siliguri. | In process. Noted |
| 05.11 | To consider and approve the procurement plan under TEQIP-III funds. | Implemented. Noted |
| 05.12 | To consider and approve the remuneration for remedial classes/preparatory classes for exams like GATE, etc. to faculty members, laboratory staff, M. Tech and PhD students. | No action required |
| 05.13 | To consider and approve the remuneration to resource persons from academia, industry and the Institute. | Implemented. Noted |
| 05.14 | To ratify the sitting fee/honorarium for external experts from academia and industry for attending various meetings like BoG, Senate, FC, BWC, Selection Committee etc. | Implemented. Noted |
| 05.15 | To ratify the hiring of buildings at Ravangla to accommodate guest/temporary/Ad-hoc faculty members. | Implemented. Noted |
| 05.18 | To report the minutes of the 5th meeting of the Building and Works committee held on 20th March, 2018. | Noted. |
| 05.19 | To report the expenditure incurred against water supply. | Noted |
| 05.20 | To report the expenditure for F.Y. 2017-18. | Noted |
| 05.21 | To report the adherence to the minimum wages of out-sourced manpower is as per the Govt. of India norms. | Noted |

Item No.06.03: To consider and approve the Annual account for the financial year 2017-18.

The FC noted the Annual Account and B.E. for FY 2017-18 and recommended to the BoG for the approval.

Item No.06.04: To delegate financial power to the Registrar for sanction and approval of expenditure upto ₹ 50,000/- and for payment of statutory dues.

The FC recommended to the BoG for the delegation of financial power to the Registrar (I/C) only for payment of statutory dues.

Item No.06.05: To consider and approve the hiring of transit guest house at Siliguri.

The FC after due deliberations, considered the recommendations made by the Committee and recommended to the BoG for hiring of transit guest house in Siliguri initially for one year, and same may be extended after reviewing its usefulness.

Item No.06.06: To consider and approve the honorarium/remuneration for conducting various Academic activities in the Institute.

The FC recommended the agenda as proposed to the BoG for the approval.

Item No.06.07: To consider and approve the PMU report and recommendations for revised estimates and deviations in the estimated costs of the prefab Shed-I, II & III under construction by CPWD and grant the permission to release the payments.

The FC advised to take up follow up actions as recommended by the Project Monitoring Unit (PMU) and also recommended to the BoG for the approval of the following revised estimated budget for the Prefab sheds under construction are as given below:

| Name of Project | Preliminary Estimates submitted by CPWD (in Rs.) | | P.E. recommended for approval to BoG (₹) |
|-----------------|--|-------------|--|
| | Initially | Revised | |
| Shed-I | 1,87,99000 | 3,36,52,900 | 3,36,52,900 |
| Shed-II | 2,49,96000 | 5,44,19600 | 2,49,96000 |
| Shed-III | 1,95,94000 | 4,33,92,600 | 4,33,92,600 |

The payments will be released against the actual work carried out by the CPWD and the UC submitted. For Shed-II, as only site development work has been done and prefab structure is to be constructed therefore, as per the recommendation of the BoG and PMU, the structural design will be modified and the expenditure may be limited to the approved amount as given in the table above.

The same is recommended to the BoG for the approval.

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Item No.06.08: To consider the delegation of administrative and financial Power to approve the deviation in all Civil, Electrical and allied works.

The agenda was discussed and it was decided that in case of deviations the approval of the FC and BoG is required.

Item No.06.09: To consider and approve the release of payments against the work "External painting of all the conventional type building" at NIT Sikkim, Ravangla, South Sikkim to CPWD.

The FC recommends for the administrative and financial approval to the BoG for revised cost as per UC submitted by CPWD for Rs.17,78,801/- and release of payment.

Item No.06.10: To consider and approve the reconstruction of collapsed retaining walls and damaged areas (i) Adjacent to Student Mess near Prefab Boy's Hostel-II and (ii) Playground.

The agenda item was ratified as proposed and the Preliminary estimates submitted by the CPWD as given below are recommended for the administrative and financial approval to the BoG.

| S.No. | Name of the work | Estimated Cost (Rs.) |
|--------------|---|----------------------|
| 1 | Reconstruction of collapsed retaining wall and damaged area adjacent to Student Mess near Prefab Boy's Hostel-II. | 87,11,200/- |
| 2 | Reconstruction of collapsed retaining wall and damaged area of Playground. | 78,23,360/- |
| Total | | 1,65,34,560/- |

Item No.06.11: To note the minutes of the 6th meeting of the Building and Works committee.

The minutes were noted.

Item No.06.12: To note the expenditure of the Institute as on 15th November 2018.

The FC noted the following expenditure of the Institute as on 15th November, 2018.

| (Rupees in Lakhs) | | | | | |
|---|--|-----------------|-----------------|----------------|---------------|
| S.No. | Particulars | 31 (General) | 35 (Capital) | 36 (Salary) | Total |
| 1 | Opening Balance 31.03.2018 | -40.53 | 133.98 | 653.98 | 747.43 |
| 2 | Grants-in-aid for the FY 2018-19 till 16.11.18 | 497 | 617 | 453 | 1567 |
| 3 | Expenditure till 16.11.2018 | 486 | 468 | 424 | 1378 |
| Unspent balance as on 16.11.18 | | -29.53 | 282.98 | 682.98 | 936.43 |

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Item No.06.13: Any other item with the permission of the chair.

No item was placed.

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Registrar (I/C)

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28/12/18
Director & Chairman (I/c)

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28/12/18