

# **National Institute of Technology Rourkela**

## ***MINUTES***

### ***50<sup>th</sup> Meeting of Finance Committee***



**DATE :** 1<sup>st</sup> October, 2019 (Tuesday)  
**Time :** 11:30 – 13:30 Hours.  
**Venue :** Conference Hall, Aditya Birla Group  
Training Centre, Navi Mumbai



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

MINUTES OF THE 50<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD DURING 11.30 A.M. – 1.30 PM. ON 01.10.2019 (TUESDAY) IN THE CONFERENCE OF HALL OF ADITYA BIRLA GROUP TRAINING CENTRE, PLOT No.50A, SECTOR-15, CDB BELAPUR, NAVI MUMBAI.

**Members Present:**

Sl. No	Name	Contact No.
1.	<b>Dr. Sanrupt B. Misra</b> Chairperson, BOG, NIT, Rourkela & CEO, Carbon Black Business Director, Group H.R. Aditya Birla Management Corporation Pvt. Ltd., Aditya Birla Centre, 'C' Wing, 3rd Floor S. K. AhireMarg, Worli, Mumbai-400 030	Tel : 022-66525000/249995000 Fax : 022-66525811/24995811 Email: sanrupt.misra@adityabirla.com
2.	<b>Prof. Animesh Biswas</b> Director National Institute of Technology Rourkela -769 008	Tel : 0661-2462001(0)/2472050(0)/2463001(O) Mob : 9437972455 Fax : 2472926/ 2462022 Email: director@nitrl.ac.in
3.	<b>Ms. Suhasini Gotmare (through Skype)</b> Director, NITs MHRD, Government of India Dept. of Higher Education Shastri Bhawan, New Delhi.-110 001	Mail : <a href="mailto:directornitspa@gmail.com">directornitspa@gmail.com</a> Mob : 8585959900
4.	<b>Mr. D. K. Singh</b> (representative of JSFA) Deputy Secretary, IFD Dept. of Secondary & Higher Education Ministry of Human Resource Development Gov. of India, Shastri Bhawan, New Delhi	Tel : 011-23381484(O) Fax : 11-23384191(Fax) Mob : 09968280796 Mail: <a href="mailto:dhannu1968@gmail.com">dhannu1968@gmail.com</a>
5.	<b>Mr. Nalini Ranjan Mohanty</b> Ex-Chairman, HAL Flat No.620B4, Yamuna Block National Games Village (NGV) Koramangala, Bangalore-560047	Mob : 9845038631 Email : <a href="mailto:nalinirmohanty@yahoo.co.in">nalinirmohanty@yahoo.co.in</a>
6.	<b>Prof. H. B. Sahu</b> Associate Professor, MN National Institute of Technology Rourkela-769008 (Odisha)	Tel : 0661-2462606(O)/ 2463606(R) Mob : 9437245625 Email : <a href="mailto:hbsahu@nitrl.ac.in">hbsahu@nitrl.ac.in</a>
7.	<b>Prof. Himanshu Bhusan Sahu</b> Associate Professor, Mining Engineering National Institute of Technology, Rourkela	Tel : 0661-2462606(O)/ 2463606(R) Mob : 9437245625 Email : <a href="mailto:hbsahu@nitrl.ac.in">hbsahu@nitrl.ac.in</a>
8.	<b>Prof. P. K. Das</b> Registrar & Secretary, BOG National Institute of Technology Rourkela – 769 008(Orissa)	Tel : 0661-2462021/ 2462516/2476773 (O) Mob : 7008581227 Email : <a href="mailto:registrar@nitrl.ac.in">registrar@nitrl.ac.in</a>

**Members Absent:**

9.	<b>Prof. R V Raja Kumar</b> <b>Director</b> Indian Institute of Technology Bhubaneswar Toshali Bhawan, satyanagar Bhubaneswar-751 013	Tel : 0674-2570334 Fax : 0674-2576004 Email : <a href="mailto:director.office@iitbbs.ac.in">director.office@iitbbs.ac.in</a>
10.	<b>Shri Sanjay Kumar Singh, IAS</b> Commissioner-cum-Secretary to Government Skill Development & Technical Education Dept. Government of Odisha, Bhubaneswar, Odisha 751001	Tel : 0674-2391319(O) Fax : 0674-2391324 Email : <a href="mailto:etet.od@nic.in">etet.od@nic.in</a>

***Leave of absence was granted for the above members.***

A. GENERAL AND PROCEDURAL MATTERS.

FC-50(2019)-01: Welcome to the members by the Chairman.

*The Chairman welcomed all the members to the meeting including Prof. G. K. Panda, MA the new member. He appreciated the contribution made by Prof. C. R. Patra, Professor, CE the former member of BOG.*

FC-50(2019)-02: Confirmation of the minutes of the 49<sup>th</sup> Meeting of the Finance Committee held on 21.06.2019 at New Delhi.

The minutes of the 49<sup>th</sup> Meeting of the FC is given in the Annexure for confirmation by the FC.

*The FC confirmed the minutes.*

*However it is found there is a typographical error in the minutes under agenda item No.6. which should be read as "... Stipendiaries and Trainees, engaged in the Institute, to be phased out" in stead of ".....Stipendiaries, engaged in Library, to be phase out".*

[Annexure- A1, Page 10-19(d)]

FC-50(2019)-03: To report on the Action Taken on the minutes of 49<sup>th</sup> meeting of the Finance Committee held on 21.06.2019 at New Delhi.

The report on the action taken on the decisions made in the 49<sup>th</sup> Meeting of the Finance Committee held on 21.06.2019 was presented for FC's consideration.

*The FC noted it.*

[Annexure- A2, Page 20]

FC-50(2019)-04: To approve the Budget for the year 2020 - 2021 and revised estimate for the year 2019-20.

The budget proposal for the financial year 2020- 2021 and revised Estimate for the year 2019-20 were put up for consideration of the Board.

*The FC approved the proposal and recommend the same to the BOG for its approval.*

*It was decided in the budgeting process of the Institute, the demand should be asked from different*

*Departments/Sections/Centres towards “Departmental Operating Grant” under headings like Chemicals/consumables, AMC, Computer peripherals, stationeries and equipment, if any, before allocating the fund.*

*Further, it was decided that the heads of expenditure under heading 31, 35 and 36 to be computed, keeping in view, the grant from MHRD, the HEFA loans and the IRG to be generated.*

[Annexure- A3, Page 21-48]

**FC-50(2019)-05:** Discussion on the Draft Separate Audit Report on the Accounts of the Institute for the year 2018- 2019.

The Draft Separate Audit Report on the Accounts of the Institute for the year 2017- 2018 was given in the Annexure.

*The FC noted it.*

[Annexure- A4, Page 49-57]

**FC-50(2019)-06:** Draft Annual Report for the year 2018- 2019.

The draft Annual Report for the year 2018 – 2019 of the Institute was put up on the table for consideration by BOG.

*The FC considered the proposal and recommend to the BOG for its approval.*

*Further, it was advised by the Board to have an abstract of the Report highlighting the important aspects like the achievements of teachers and students, the foreign collaboration, consultancy of social impact, publications in high impact journals, center of excellence, outreach activities, NIRF ranking, student internship out side India, collaborative sandwich programme with foreign Universities, admission of foreign students, any new programmes etc. which will enable to get a glimpse of Institute activities.*

[Annexure- A5, table item]

**FC-50(2019)-07:** Information regarding IRG available for HEFA repayment– reg.

The Ministry, HRD sanctioned a loan amount of Rs.99.00 Crores to NIT Rourkela for funding from HEFA vide F.No.14-8/2018-TS.III dated 20<sup>th</sup> November 2018. The detail of the proposal was placed before HEFA for final sanction and disbursement. The details include:

SL No.	Name of the Project	Cost (in Crore)
1	600 Seated Girls Hostel	35.00
2	Sports and Common Facilities	25.00
3	Academic Building at BBSR	20.00
4	UG/PG Teaching Laboratories	09.00
5	Research Laboratories	10.00
<b>Total</b>		<b>99.00</b>

During the processing of our proposal, it was observed that the existing residential area (hostels + faculty and staff quarters) of our Institute has already exceeded the limit fixed by the ministry for funding under HEFA. In view of the above, it was decided by the Institute management that the project of 600 seated Girls Hostel to be dropped. In this regard, a letter has been written to MHRD, New Delhi for approval of the remaining 4 proposals vide letter No.NITR/RG/2019/L/0495, dated 14.09.2019. Hence, total cost of HEFA proposals treated as Rs.64.00 crore.

The details of IRG of the Institute as on 31.03.2019 which can be utilized for HEFA repayment is as follows:

Average IRG of the Institute for the last 3 years	37.40 Cr.
Principal amount to be paid to HEFA for load repayment per year as per our revised proposal	6.40 Cr.

***The FC noted the above and recommended the same to the Board for its approval.***

[Annexure- A6, Page 58-60]

**FC-50(2019)-08: Proposals for setting up Centre of Excellence (CoE) at NIT Rourkela.**

As per MHRD letter F.No.10-8/2018-TS.III dated 27.08.2019 it is advised to the Institute for setting up Centre of Excellence (CoE). NIT Rourkela has decided to setup Centre of Excellence and investment and funding for this purpose will be as per the MHRD guideline i.e. maximum 15% of the capital cost to be shared by the Institute, out of which 25% to be met from IRG of the Institute and remaining 75% to be met by applying for loan under HEFA.

***It was decided to float advertisement in National News Paper, (in English, Hindi and Odiya) to ask for " Expression of Interest" (EOI) for selection of Technology Provider to setup "Centre of Excellence"(COE) for imparting High-End Skill Training, Industrial Consultancy & Research works in the Field of Industry 4.0 and Digital Manufacturing Technology.***

[Annexure- A7, Page 61-62]

**FC-50(2019)-09: Payment of Minimum wages for the workers of Outsourcing Agencies/Contractors who are providing services to NIT Rourkela.**

The Institute has engaged numbers of Outsourcing agencies/Contractors for providing various types of services such as; security, Cleaning, Garden Maintenance, Construction and maintenance works etc. As per the clarification from the the Labour Enforcement officer (Central), Rourkela that since NIT Rourkela is incorporated through the Act of Parliament i.e. NIT Act 2007, all the activities carried out by NIT Rourkela comes under the authority of Central Government and advised to take all necessary measures for the implementation of minimum wages as notified by the Central Government from time to time (copy enclosed). Based on that advise, till now the Institute is paying Central Government Wages to all the workers engaged by the Agencies/Contractors for providing services to the Institute.

Recently, it has come to our notice that some Central funded Institutes such as NIT Kurukshetra, paying the wages to get nature of services from the workers at their workers at their respective State Govt. wages rate. Even at Rourkela, SAIL, Rourkela, is paying the wages to their workers at Govt. of Odisha minimum wages rate.

The opinion from the Institute Legal Advisor is contradicting to the advice of the Labour Enforcement officer (Central), Rourkela. Accordingly, letter has been written to MHRD, New Delhi for clarification vide No.NITR/DR/2019/I/0141 Dated. 31.07.2017.

***The FC advised the administration to maintain the statuesque.***

**[Annexure- A8, Page 63-70]**

**FC-50(2019)-10: Reimbursement of medical bills of Prof. R. K. Sahoo (ME) towards treatment his Cardiac arrest.**

Prof. R. K. Sahoo (ME), on 12/3/2019, was referred to CWS Hospital, Rourkela and subsequently to Ispat General Hospital (IGH), Rourkela suspecting cardiac arrest. He was admitted to ICU in IGH, Rourkela. Since his condition was deteriorating in IGH, he was referred to Apollo Hospital, Bhubaneswar for further treatment on 13/3/2019. Though MOA has not been signed with Apollo Hospital, Bhubaneswar, as per Clause 11 (vii) of the Institute Medical Rule duly approved by the BOG vide resolution no: BOG-60(2018)-15 dated 22/6/2018, Prof. Sahoo was referred to the said hospital for further treatment.

Now, he has submitted the bill towards his treatment amounting to Rs. 4,60,079/- for reimbursement. Since the amount is high and treatment of same medical condition is available in few other tie-up hospitals with which MoA has been signed, in the same place at Bhubaneswar, it is put up for kind approval of the FC.

***The FC decided for reimbursement of medical bill of Prof. R. K. Sahoo, ME at CGHS. However, the Board was concerned about the tampering of referral document after the signature***

*of the Director. The FC directed to form a committee to look into this matter, if required.*

[Annexure A9, Page 71-74]

**FC-50(2019)-11: Prospective Plan/ Budgeting of Capital Expenditure under Heading-35 for next three (2019-2022) years after recruitment of new faculty and non-teaching staff of the Institute.**

The Prospective Plan/ Budgeting of Capital Expenditure under Heading-35 for next three (2019-2022) years after recruitment of new faculty and non-teaching staff of the Institute is given in the Annexure.

*The FC approved the proposal and recommend the same to the BOG for its approval.*

[Annexure- A10, Page 75-78]

**FC-50(2019)-12: Policy for mandatory contribution of 10% towards GPF/CPF by employees of the Institute.**

The Board of Trustees, NIT Rourkela in its 100th meeting, dated.09.08.2019 decided that the usual 10% CPF & GPF contribution which is mandatory shall be invested in a separate fund and Non-Entitlement(NE) amount if any contributed by the employees would be invested in a separate fund. Risk of NE Fund should not be borne by the Institute as the market is very much volatile now days. The Board of Trustees advised to frame a guidelines to limit the Non-Entitlement (NE) contribution at BOG level. In this matter a mandate in writing from the contributing employees to be taken by the office of Asst. Registrar (FA). The minutes of the BOT was attached in the Annexure.

*The item was deferred.*

[Annexure- A11, Page 79-80]

**FC-50(2019)-13: Partition work at various locations of TIIR Building**

The BWC vide item No. BWC:32(2018)-06 dated 04.12.2018 approved for partition work at various location of TIIR Building. In view of the above, it is estimate that Rs.29.77 lakh will be needed for the work. The detailed proposal with BWC approval was given in the Annexure.

*The FC approved the proposal and recommend to the same to BOG for its approval.*

[Annexure- A12, Page 81-88]

**FC-50(2019)-14: Purchase Policy 3-bid or Interpretation of GFR-2017 with reference to Single Tender Contract :-**

As per the provision of GFR-2017, in case of Open Tender Enquiry/ Advertised Tender Enquiry there is no mention of minimum bid requirement for further processing of the tender. Rule 173 (xxi) of GFR-2017 says "when a limited or open tender results in only one effective offer, it shall be treated as single tender contract."



Rule 173(xx) says, "lack of competition shall not be determined solely on the basis of number of Bidders. Even when only one bid is submitted, the process may be considered valid provided following conditions are satisfied:-

- (a) the procurement was satisfactorily advertised and sufficient time was given for submission of bids.
- (b) the qualification criteria were not unduly restrictive; and
- (c) prices are reasonable in comparison to market values."

Considering the above facts in mind and adoption of prudent procurement practices of the Institute, it is felt that the Institute should be cautious while procuring high value goods or services and propose the following :

If the estimated contract value is less than Rs.25.00 Lac, even single bid is acceptable subject to compliance of the following :

- (a) minimum 21 days time is given.
- (b) advertisement of the tender for procurement is made in e-Procurement site as well as Institute Website.
- (c) bids are accepted in one or two bid system.
- (d) actual bid value is well within  $\pm 10\%$  of the estimated contract value.

If the estimated contract value is more than Rs.25.00 Lac, minimum three bids are required in the first attempt of tendering for processing further. When less than three bids are received, the closing date of bid submission is to be extended for further 21 days time with an expectation of more numbers of participants. After the 1<sup>st</sup> extended tender period is over, the processing can be made with the number of bids received within that period. The minutes of the FAC in this regards was enclosed in Annexure.

***The FC approved the proposal and recommend the same to the BOG for its approval.***

[Annexure- A13, Page 89-96]

**FC-50(2019)-15:**

**Tentative Budget proposal for Diamond Jubilee Year Celebration from 16th August, 2020 to 15th August, 2021.**

The Diamond Jubilee Year Celebration is proposed to be celebrate during 16th August, 2020 to 15th August, 2021. Various activities will be celebrate throughout the year from 16th August, 2020 to 15th August, 2021. The expected Budget and Income for said programme was given in the Annexure.

***The FC approved the proposal and recommend the same to the BOG for its approval.***

[Annexure- A14, Page 97-99]

**FC-50(2019)-16: Proposal for Purchase Policy for Convocation of the Institute.**

A policy for purchase of various items/services for convocation has been prepared. All the purchase procedures as mentioned against each/respective 'Item' head is as per GFR-2017 and the Institute purchase procedure with justification was given in the Annexure.

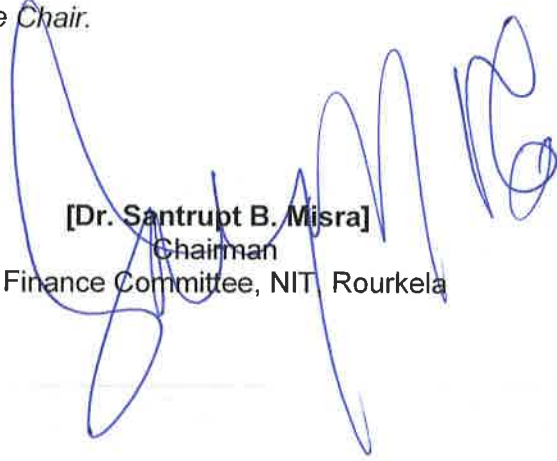
***The FC approved the proposal and recommend the same to BOG for its approval.***

**[Annexure A15, Page 100-105]**

**FC-50(2019)-17: Any other item with the permission of the Chair.**

*The meeting ended with thanks to the Chair.*

  
**[Prof. P. K. Das]**  
Registrar and Secretary  
Finance Committee, NIT, Rourkela

  
**[Dr. Santrupt B. Misra]**  
Chairman  
Finance Committee, NIT, Rourkela