

**National Institute of Technology  
Rourkela**

***MINUTES***

***52<sup>nd</sup> Meeting of Finance Committee***



**DATE : 12<sup>th</sup> June, 2020 (Friday)**

**Time : 10:00 – 12:00 Hours**

**Venue : Board Room, NIT Rourkela**





राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

MINUTES OF THE 52<sup>ND</sup> MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD DURING 10.00 AM – 12.00 NOON ON 12.06.2020 (FRIDAY) IN THE BOARD ROOM OF THE INSTITUTE.

**Members Present:**

Sl. No	Name	Contact No.
1.	<b>Dr. Sanrupt B. Misra [through VC]</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. Ahire Marg, Worli, Mumbai-400030	Tel : 022-66525000/249995000(O) Fax : 022-66525811/24995811 Email: <a href="mailto:sanrupt.misra@adityabirla.com">sanrupt.misra@adityabirla.com</a>
2.	<b>Prof. Animesh Biswas</b> Director National Institute of Technology Rourkela-769008	Tel : 0661-2462001/2472050(O),2463001(R) Mob : 9437972455 Fax : 0661-2472926/2462022 Email: <a href="mailto:director@nitrl.ac.in">director@nitrl.ac.in</a>
3.	<b>Shri Indrajit Kuri [through VC]</b> Under Secretary [representative of Addl. Director General] Department of Higher Education Ministry of Human Resource Development Government of India, Shastri Bhavan, New Delhi-110001	Tel : 23381484(O) Mob : 9971035557 Email : <a href="mailto:mmohan.edu@nic.in/">mmohan.edu@nic.in/</a> <a href="mailto:Kuri.Indrajit@gov.in">Kuri.Indrajit@gov.in</a>
4.	<b>Shri Dhananjay Kumar Singh [through VC]</b> Deputy Secretary, Finance [representative of JS & FA] Ministry of Human Resource Development Government of India, Dept. of Secondary & Higher Education Shastri Bhavan, New Delhi-110001	Tel : 011-23382696 Fax : 011-23070668 Mob : 9968280796 Email : <a href="mailto:jsfa.edu@gov.in">jsfa.edu@gov.in</a>
5.	<b>Prof. R V Raja Kumar [through VC]</b> Director Indian Institute of Technology Bhubaneswar Toshali Bhawan, Satyanagar, Bhubaneswar-751013	Tel : 0674-2570334) Fax : 0674-2576004 Email : <a href="mailto:director.office@iitbbs.ac.in">director.office@iitbbs.ac.in</a>
6.	<b>Shri Nalini Ranjan Mohanty [through VC]</b> Ex-Chairman, HAL Flat No.620B4, Yamuna Block National Games Village (NGV) Koramangala, Bangalore-560047	Mob : 9845038631 Email : <a href="mailto:nalinimohanty@yahoo.co.in">nalinimohanty@yahoo.co.in</a>
7.	<b>Dr. Ajay Kumar Nayak [through VC]</b> Joint Secretary [representative of Commissioner-Cum-Secretary] Skill Development & Technical Education Dept. Government of Odisha, Bhubaneswar-751001	Tel : 0674-2391319(O) Fax : 0674-2391324 Mob : 9437051000 Email : <a href="mailto:etet.od@nic.in/">etet.od@nic.in/</a> <a href="mailto:ajaynayak0001@gmail.com">ajaynayak0001@gmail.com</a>
8.	<b>Prof. G. K. Panda</b> Professor, MA National Institute of Technology Rourkela-769008 (Odisha)	Tel : 0661-2462705 (O), 2463705(R) Mob : 9437139237 Email : <a href="mailto:gkpanda@nitrl.ac.in">gkpanda@nitrl.ac.in</a>
9.	<b>Prof. N. R. Mishra</b> Associate Professor, HS National Institute of Technology, Rourkela-769008 (Odisha)	Tel : 0661-2462695(O)/ 2463698(R) Mob : 9437462037 Email : <a href="mailto:mishran@nitrl.ac.in">mishran@nitrl.ac.in</a>
10	<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>

**FC-52(2019)-01: Welcome to the members by the Chairman.**

Prof. H. B. Sahu, Associate Professor, MN has completed his term as BOG members on 09.03.2020. Prof. Nihar Ranjan Mishra, Asso. Professor, Humanities & Social Science Department is nominated by the Senate as BOG member from Associate/Assistant Professor category w.e.f. 09.03.2020.

*The Chairman welcomed all the members to the meeting including Prof. N. R. Mishra, Asso. Professor, the new member. He appreciated the contribution made by Prof. H. B. Sahu, the former member of BOG.*

*This is for information of the Board.*

**FC-52(2020)-02: Confirmation of the minutes of the 51<sup>st</sup> Meeting of the Finance Committee held on 15.12.2019 at Bhubaneswar.**

The minutes of the 51<sup>st</sup> Meeting of the FC held on 15.12.2019 at Bhubaneswar were sent by E-mail to the members. The copy of the minutes was given in the Annexure for confirmation and approval of the FC.

*The FC ratified the minutes as the Chairman, BOG approved the same through mail dt.22.05.2019.*

[Annexure- A1, Page 12- 21]

**FC-52(2020)-03: To report on the Action Taken on the minutes of 51<sup>st</sup> meeting of the Finance Committee held on 15.12.2019 at Bhubaneswar.**

The report on the action taken on the decisions made in the 51<sup>st</sup> Meeting of the Finance Committee held on 15.12.2019 was presented as a reporting item.

*The members of the FC were appraised about the action taken and got satisfied.*

[Annexure- A2, Page 22]

**FC-52(2020)-04: To consider the Minutes of the 37<sup>th</sup> BWC meeting held on 29.05.2020.**

The minutes of the Minutes of the 37<sup>th</sup> BWC meeting held on 29.05.2020 was enclosed for confirmation by the FC for its approval in Board.

**BWC: 37 (2020)-03: Proposal for New Projects.**

**1. Installation of Elevators :**

There is a communication received from MHRD (Dept. of Higher Education) vide F.No.33-1/2019 TS-III , dated 07.01.2020 with regards to steps taken for the student with special needs. Hence, elevator is a prime need for vertical circulation / mobility for differently abled persons. Since all academic buildings, hostels and residents are not equipped with elevators; it is proposed to put 30 nos. of elevators of different capacity and stops to create the barrier free access for differently abled persons. The estimated cost for this will be approximately rupees six crores. (Detail estimate is attached in Annexure -I). This proposal may be sent to MHRD for approval and funding.

BWC approved the said proposal and in addition, it was decided to provide ramp in the academic building wherever possible specially, in first phase in LA-1 & LA-2 building and for the funding of this work, this proposal to be sent to ministry.

***In principle the proposal is approved and advised the following:***

***The FC has advised that before putting any new project as an agenda item to BWC for its recommendation to FC, necessary care should be taken to synchronize the priority of the project and the availability of fund at hand in the month of April every year with the Institute, which should be calculated based on the amount of IRG, the grant received from the Ministry and the loan received from different sources and the expenses which are made under different heads till that date.***

## **2. Annual Maintenance Contract (Electrical):**

In order to carry out day to day electrical maintenance and petty renovation works at academic, hostel and resident area Annual Maintenance contract is highly essential for faster execution of electrical work. The existing Maintenance contract have expired on Dec-2019. The estimated cost for the electrical Maintenance work in FY 2020-2021 is approximately 1.5Cr. The analysis of base rate is as per DSR-2018 and the L1 rates of previous tenders. This will be floated on open tendering mode on percentage deviation basis as per the required quantity. The distribution of works among the shortlisted contractors will be as per CVC guidelines. (Detail Estimate is attached in Annexure-II). The source of fund will be under 31 Budget Head. BWC approved and recommended the proposal to FC for its approval.

***The FC approved the Annual Maintenance Contract for Electrical work.***

#### 4. Resurfacing of Bituminous road for NIT campus:

Over the years, due to weathering effects, the top surfaces of the roads are damaged having potholes etc.as the resurfacing of road has not been done since last ten years. For the maintenance point of view it is needed to be repaired immediately. Several complaints from residents are received in this regard.

Detailed BOQ and Estimate have been prepared for the above work. The estimated amounts is Rs.77,23,390/- (Copy enclosed in Annexure- )

It is proposed to invite open tenders through e-portal and NIT website for the above work. BWC recommended the proposal to FC for its approval.

***The FC approved the proposal keeping in view only for Resurfacing of Bituminous damaged road inside the NIT campus. However, most of the members advised to go for Concrete Road in phased manner, as that need not require much maintenance, though initial investment may be little more compared to Bituminous road.***

#### 5. Open Air Theater (OAT) , adjacent to the proposed Sports Complex and Common Facilities :

There is a huge demand from students for an Open Air Theater (OAT), adjoining to the proposed sports complex and common facilities. Detailed BOQ and the Estimate have been prepared by CPWD for the said project. The estimated amount is Rs.6 Crore. The expenditure for this purpose to be met from IRG (Financial Year 2019-20).

As an information, it may be noted that in 57<sup>th</sup> BOG the Indoor Stadium facilities along with OAT at a estimated cost of Rs.31 crore was approved under agenda no. BOG-57(2017)-08, which was supposed to be funded by HEFA in principle. However, HEFA sanctioned only Rs.25 crore instead of Rs.31 crore for Sports Complex and Common facilities. Hence, an additional six crore to be needed to complete the said project including OAT.

The proposed sports complex and common facilities at a cost of rupees 25 crores (under term loan from HEFA board) to be constructed by CPWD, Sambalpur division. The CPWD has already been initiated the tendering process for this purpose.

Hence, if the proposal of OAT is approved by FC and BOG the work shall also to be assigned to CPWD, Sambalpur division for its construction.



The conceptual drawing of OAT is attached and the estimate of OAT to be placed by CPWD on table.

*The preliminary estimate for proposed 1000 seated Open Air Theatre (OAT) of the institute was placed by Er. Pramod Kumar, Superintending Engineer, CPWD, Sambalpur which is Rs.6,50,10,000/- (पत्रांक: 23(306)/अ० अभि०-संबलपुर/2020/181 - (हि०) दिनांक: 28.05.2020). However, BWC, suggested to CPWD official to keep the estimate of this project within Rs.6,00,00,000/- and Er. P. Kumar agreed to it.*

BWC recommended the proposal and BWC advised CPWD, Sambalpur to go for single tender for these two works mentioning the scope of work for sports complex and common facilities and Open Air Theater as Part-A and Part-B respectively as the cost of Part-A work to be met from loan from HEFA and cost of Part-B work to be met from IRG (FY 2019-20).

***In principle FC approved the proposal. However, FC advised that some IRG should be available for Corpus Fund.***

***With regards to construction work, loan from HEFA Board, the Committee Members advised there should be proper internal monitoring process for quality control of the work and project management. Hence, the Estate Department of the Institute should devise the mechanism to achieve this in the interest of the Institute.***

**6. Five Years Perspective Plan and Approval Linked Budgeting of NIT, Rourkela vide MHRD, Letter F.No.43-1/2019-IFD, dated 19.02.2020.**

The members are hereby apprised about the Five Years Perspective Plan and Approval Linked Budgeting of NIT, Rourkela in line with MHRD communication vide Letter F.No.43-1/2019-IFD, dated 19.02.2020. In response to the said letter, NIT Rourkela communicated to MHRD vide Letter No. NITR/RG/2020/L/0309 dt.18.05.2020 with a Five Years Perspective Plan and Approval Linked Budgeting (attached as Annexure – 7). The items under Sl. No.2 to 9 to be discussed which are linked to new construction work and is proposed to be funded through Term Loan from HEFA.

BWC discussed the proposals and recommended to FC & BOG for approval.

***The FC discussed on the eight proposed new capital projects (Civil), the funding of which is planned to be from HEFA as term***

*loans after due approval from the MHRD. The FC stressed upon that those projects to be kept in two basket as follows:*

**Basket-I:**

*1) Routine work for normal growth of the Institute.*

*In this category, the listed construction project like, 1000 seated Hostel for Lady students, Faculty residence (two tower) and Staff residence may be taken .*

**Basket-II:**

*2) For future growth of the Institute, with a long term planning keeping view on its financial implications.*

*In this category, the project like - IT Infrastructure, Centre of Excellence, Hostel for International Students, High value Equipment's and School of Planning & Architecture Building to be taken.*

*However, all the projects should synchronized to bring a linkage with the vision document (with eight pillars) framed by the Alumni as a long term strategy for the growth of the Institute.*

*Further, the BOG members from the Ministry viewed that once any project is approved by MHRD for HEFA loan, that cannot be changed. Hence, it is required for a needful plan to prioritize the project, which should not change subsequently.*

*The priorities of the project should be set in such a way that the cash flow of the Institute permits that project, without any future financial liability to the Institute.*

*The FC put the view that there is a further need of a detailed discussion about individual project before applying for HEFA loan.*

*The comments received from Mr. D.K. Sing, Dy. Secretary, Finance, MHRD with regards to 37<sup>th</sup> BWC minutes as a noting item was discussed in the 53<sup>rd</sup> FC and got clarified.*

*[Annexure – A3, Page 23 - 30]*



FC-52(2020)-05:

**Detail Project Report (DPR) for financing 1000 seated Hostel under EWS scheme with 2nd Term Loan from HEFA including 10 yrs. Cash Flow Projections.**

Due to increase in the intake of students under EWS scheme of Govt. of India, there is a need for a new hostel to accommodate additional students. The Govt. has approved a financial outlays of an amount of Rs.35.00 Crore vide MHRD letter F.No.35-4/2019-TS.III, dt.19.06.2019 for this purpose.

The Detail Project Report (DPR) for 1000 seated Hostel Project has been submitted to HEFA Board for consideration with an intimation to MHRD. Mr. D. K. Murthy, Vice President HEFA is informed vide mail dated 28.05.2020 about the cash flow of the institute for next ten years which is included for the information of all the members.

*The FC members were appraised the need of 1000 seated Hostel for girls students as the accommodation of additional student to be admitted under EWS scheme will be simply impossible with the existing hostel facilities available in the Institute. The FC advised that the hostel to be dedicated for girls student only.*

*This project to be funded with second term loan from HEFA Board to the Institute.*

*While discussing about the Civil construction works, the members were concerned about the internal monitoring process for project management and the quality control of construction work.*

*The Estate Maintenance Department NIT, Rourkela should develop the internal monitoring mechanism system before starting of the project. Sufficient cares should be taken so that the functional features of the building should not be missing.*

*The Members from MHRD clarified that both the principal and interest of the loan to be obtained from HEFA Board for this project to be borne by the Ministry. However, the DPR for this project should be processed through MHRD even though there is a out lay of Rs.35 Crs. Under OH-35, vide letter F.No.35-4/2019-TS.III, dt.19.06.2019. Once the DPR is approved, the HEFA Board will process for the sanction of the loan.*

**As this loan amount of the project purely to be borne by MHRD, that should reflect accordingly in the probable Cash flow of the Institute for next 5 yrs.**

**However, the members advised to relook the preliminary estimated cost submitted by the CPWD for this project, as the unit rate per Sq. mtr seems less.**

**[Annexure-A4, given separately]**

**FC-52(2020)-06: Proposal of Fee Structure for the Advocates engaged in "Arbitration Cases" of the Institute.**

The Institute's empanelled Advocate Mr. N.K. Sahu, Orissa High Court, Cuttack engaged in three Arbitration Cases namely 1) M/s udra Construction(P) Ltd. (No.20 of 2018), 2) M/s Shapoorji (P) Ltd. (No.26 of 2019 and 3) ISAR Engineering (P) Ltd. (No.1 of 2018) submitted a Legal fees for "Arbitration Cases" of the Institute, dt. 18.12.2019 (as given in the Annexure).

In view of the above, the proposed fee structure of the Institute empanelled Advocates for "Proposed Arbitration Proceedings/cases" is as follows.

Sl. No.	Legal Activity	The Board vide BOG-59(2018)-25 dt. 20.04.2018 approved the Legal Fees of engaged advocate for normal court cases.	Fee Structure as claimed by Advocate - Mr. N.K. Sahu, for Arbitration Cases	Proposed fee structure in Arbitration case for approval of FC
(1)	(2)	(3)	(4)	(5)
1.	a) For drafting of pleadings/reply/written statement/plaint	Rs. 6,000/-	Rs. 20,000/-	Rs. 20,000/-
	b) For drafting of Misc. case/ Reply/Objections	Rs. 3,000/-	Rs.10,000/- (drafting of interim application/ objections)	Rs. 3,000/-
2.	For hearing Effective:	Rs. 5,000/-	Rs. 25,000/-	Rs. 20,000/-
	Non-effective	Rs. 2,500/-	Rs. 10,000/- (Fee for hearing per sitting. (at High court Arbitration Centre). For out station Arbitration proceedings hearing fees per sitting @ 1.5% extra of the sitting fee)	Rs. 6,000/-
3.	Consultation/Conference/ Opinion	Rs. 5,000/-	Rs. 5,000/-	Rs. 5,000/-
4.	Cost/Expenses/Special Assignment/Court fee/Other Fees/Misc. Expenses on certificate	As per Actual	As per Actual	As per Actual
5.	If assisted by a Junior	@20% of (2) above	@20% of 1,2,3 above	As proposed by Advocate
6.	If Senior Counsel is engaged in important cases	Actual	-	As proposed by Advocate
7.	Clerkage	@10% of (2) above	@ 10% of the advocate fee	As proposed by Advocate

*The FC advised to refer the fee structure for Advocate engaged in Arbitration Cases from the source like; the Law & Justice Ministry, Govt. of India / Govt. of Odisha / Public-sector units and other NITs. Hence, the item is deferred.*

[Annexure-A5, Page 31]

FC-52(2020)-07: Any other item with permission of the Chair.

**1) Proposal for Pradhan Mantri Garib Kalyan Package Insurance Scheme for Health Workers and Essential Staff members fighting for COVID-19 for NIT, Rourkela.**

The Ministry of Health and Family Welfare, New Delhi vide D.O.No.F.No.Z-18016/1/2020/PMKP-NHM II, dt.03.04.2020 has proposed to provide Pradhan Mantri Garib Kalyan Package Insurance Scheme for Health Workers and Essential Staff members who have fighting for COVID-19.

The Institute has nearly 6000 students strength. There is a proposal for Quarantine Centre in the Campus once the student return to the Campus, as is discussed with local administration (Commissioner, Rourkela Municipality Corporation). Keeping this is view, the essential staff who may be affected possibly due to COVID-19 are as follows:

Sl. No.	Name of the Employees	Designation	Office/Section
1.	Dr. C. Bhattacharya	Sr. Medical Officer	Health Centre
2.	Dr.(Mrs.) A. Debta	Medical Officer	Health Centre
3.	Dr. Sameer Patnaik	Medical Officer	Health Centre
4.	Mr. S. Ray	Attendant	Health Centre
5.	Mrs. Kalabati Tanty	Attendant	Health Centre
6.	Mrs. Sarita Singh	Staff Nurse	Health Centre
7.	Mr. S.K. Das	Dresser	Health Centre

Hence, it is proposed to include the above said employees under the stated insurance scheme.

*The FC approved the proposal for all the Health Centre Staff members to implement the said insurance scheme and to apply to the respective agency of the concerned Ministry.*

[Annexure-A6 Page 32-37]

**2) Discussion on Annual Budget Allocation to NIT, Rourkela by MHRD for the FY-2020-21.**

MHRD vide F.No.36-6/2019-TS.III, dated 02.04.2020, has allocated the fund for various NITs and IEST, Shibpur for the financial year, 2020-2021. As advised by the Ministry, the allocation funds should be placed before the Finance Committee/BOG immediately for discussion.

*The detailed discussion was done on the tentative amount of Budget Allocation to NIT, Rourkela by MHRD for the FY. 2020-2021, vide*

*F.No.36-6/2019-TS.III, dt.02.04.2020. The NIT, Rourkela has been allotted Rs.158.94 Cr. (under the heads of OH-31: Rs.52.59 Cr., OH-35: Rs.13.23 Cr. and OH-36: Rs.93.12 Cr. respectively) by MHRD. Whereas the Institute need under OH-31: Rs.103.00 Cr, OH-35: Rs.23.00 Cr., OH-36: Rs.122.00 Crs. amounting to Rs.248 Cr. for smooth running of the Institute.*

*The members from the Ministry assured that under Head-36, the requisite amount to be considered, keeping in view the salary component required for newly recruited 82 faculty members, the staff members to be recruited as per the Adv. NITR/ES/2020, dt.11.01.2020, and the expenditures towards the additional salary, allowance component for the employees to be promoted through DPC.*

*Under OH-31, the minimum expenditure towards pension and retirement benefit to employee and stipend to M. Tech & Ph.D. students will be approximately Rs.57 Cr. and in addition to these expenditures there are unavoidable expenditures like;*

*Library Expenses, Computer Centre Expenses, Department operating expenses, for Outsourcing Services, Academic and Administration expenses , Campus maintenance, Guest House expenses and Electricity & Water charges etc.*

*The internal members of Board highlighted that NIT, Rourkela scored highest in research component of NIRF ranking parameters compare to any other NITs. So there is a need to fund for keeping the momentum of research activities, which is a strong forte of NIT, Rourkela. Hence there is a need to boost up funding in the area of research, particularly the number of fellowships to Ph.D. students and the purchase of high value Equipments.*

*The committee was interested to know what is the basis / parameters on which the allotment is made by MHRD to different NITs.*

*In response to the projected minimum allotment of Rs.Rs.248 Crs. required for the Institute, most of the external members advised to make a comparison of the following parameters among those NITs*

*who have been allotted tentative annual allocation for the year 2020-2021 more than NIT, Rourkela. The parameters are as follows:*

- a) Sectioned Student strength per year for all the programmes*
- b) Total no. of enrolled students in a year.*
- c) Total no. of enrolled P.G./M. Tech students*
- d) Total no. of enrolled Ph.D. students (2020)*
- e) Total no. of faculty*
- f) Total no. of non-teaching staff*
- g) Land area of the Institute Campus (in Acres)*
- h) NIRF – 2020 overall rank*
- i) NIRF – 2020 Engineering rank*

[Annexure-A6 Page 38-40]

*The meeting ended with thanks to the Chair.*

[Prof. P. K. Das]  
Registrar and Secretary  
BOG, NIT, Rourkela

[Dr. Santrupt B. Misra]  
Chairman  
BOG, NIT, Rourkela

