

Minutes of the meeting of BOG Committee for construction of PTU Campus on Kapurthala Road held on 13th December, 2005

A meeting of the above committee was held on 13th December, 2005 at 1100hrs under the Chairmanship of Sh. K.K. Bhatnagar, IAS, Principal Secretary, Technical Education in his office in the Mini Secretariat at Chandigarh. The following were present :

1. Dr. R.S. Khandpur, D G, PGSC
2. Ar. S.L. Kaushal, Chief Architect, Punjab
3. Dr. M.S. Grewal, Registrar, PTU
4. Er. A.N. Chowdhry Chief Engineer, PTU
5. Er. R.D. Joshi, Advisor, PH
6. Er. N.S. Bhatti, Advisor, Electrical
7. Er. Simar Singh, SE, Construction
Circle No. 2 PWD (B &R), Jalandhar City
8. Ar. Rajiv Aggarwal, Archigroup Architects
9. Ar. Jeevan Kapur, Archigroup, Architects
10. Er. Ekonkar S. Johal, P.O, PTU

Leave of absence was granted to Sh. Chander Mohan and Sh. N.S. Kalsi, IAS

The Registrar informed the members that the minutes of the 4th meeting of the Committee, held on 02-11-05, had been circulated and that no comments had been received from any members. The minutes may be taken as confirmed. The minutes were confirmed.

The Registrar also informed that advisors had been appointed by the University and were in place. They had contributed their expertise in formulation of the tender document, which had been completed. Applications for posts in connection with construction had been received and interviews had been fixed for 22-12-05.

The present status was that tender forms in its present form had been collected by four out of the five short listed companies and the remaining one contractor was expected to collect the documents today.

15/2

Thereafter, the regular agenda was taken up

Item no. 5.1 The Committee approved the agenda point

Item no. 5.2 It was pointed out that Fire Fighting was also a part of the scope of work under 2.2(i). It was decided to include the same after PH.

(xv) The Chairman desired that VC, PTU may be requested to attend the prebid conference proposed to be held on 23-12-05 at 1130 hours

It was deliberated that the VC may also be requested to Chair the Tender Evaluation Committee meeting.

The remaining parts of the item were approved.

Item No. 5.3

5.3.1 Self Explanatory

5.3.2 Approved

5.3.3 It was decided that the University should appoint one Sr. Accounts Clerk or one Accountant exclusively for the purpose of the construction project CFO must be there in addition. These appointments should be on permanent basis. It was also decided that XEN is approving authority and would not be the paying authority. Possibility of taking the Accounts personnel on deputation for the duration of project may be explored. In this regard, the responsibility of the Controller of Accounts was also decided to be as follows :

- 1 He shall check that all the signatories have signed the appropriate columns.
- 2 That the bills have been pre-audited.

It was also decided that the Chief Engineer would prepare a schedule of activities related to clearing of bill giving appropriate time. All the functionaries in payment of the bills should adhere to the mutually evolved time schedule.

The responsibility of XEN was discussed in detail. It was pointed out that XEN is the operative officer and must be selected at the earliest and with due care. An all one effort must be made to identify a suitable XEN for taking on deputation. It may be possible to take a Senior SDO who is likely to be promoted as soon as XEN for the project.

The question of verification of the bills by the representative of the architect was deliberated upon and it was decided that the RA bills are not required to be verified by the Architect. However, the architect would carry out periodic verifications as well as stage checks of the construction work.

5.3.4. It was decided that the following power shall be delegated.

1	To approve Non Chief Engineer Schedule Items/not provided in B.O.Q	Rs. 1.00 lacs per Item upto maximum of Rs. 10.00 lacs in one work Executive Engineer Upto 0.05 lac per item and upto 1.0 lac in a work.
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It was considered that at present there was no requirement of delegation of the other powers. The same may be reviewed as and when required.

5.3.5 For the approval of the rates of items beyond the powers of the Engineers mentioned above a committee as mentioned below was approved:

- DG, PGSC-Chairman
- SE PWD, PWD Construction, Circle No. 2 Jalandhar-Member.
- Advisor:(Electrical) PTU-Member
- Chief Engineer(Construction) , PTU-Member
- Rep. of Finance Deptt. Govt of Punjab-Member
- Executive Engineer, PTU-Convener

Item No. 5.4 The Architect mentioned that the bills submitted by them were taking a long time. The Registrar mentioned that one bill in particular required consideration of the Committee wherein some design work carried out by the architects had been repeated. It was decided that the matter be placed before the Committee with full details. The Architect agreed to send in the details.

The meeting ended with a vote of thanks to the Chair.

— Sd —
(Dr. M.S.Grewal)
Registrar

PTU/REG/7589
13.12.05

16/11

**Minutes of the meeting of BOG Committee for construction of PTU
Campus on Kapurthala Road held on 13th December 2005**

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Sr. No.	Name
1.	Dr. R.S. Khandpur, DG, PGSC
2.	Ar. S.L. Kaushal, Chief Architect, Punjab
3.	Dr. M.S. Grewal, Registrar, PTU
4.	Er. A.N. Chowdhry, CE, PTU
5.	Er. R.D. Joshi, Advisor PH
6.	Er. N.S. Bhatti, Advisor, Electrical
7.	Er. Simar Singh, SE, Construction Circle No. 2, PWD (B & R), Jalandhar City
8.	Ar. Rajiv Aggarwal, Archigroup Architects
9.	Ar. Jeevan Kapur, Archigroup Architects
10.	Er. Ekonkar S. Johal, PO, PTU

Leave of absence was granted to Sh. Chander Mohan and Sh. N.S. Kalsi, IAS.

The Registrar informed the members that the minutes of the 4th meeting of the Committee, held on 02.11.2005, had been circulated and that no comments had been received from any members. The minutes may be taken as confirmed. The minutes were confirmed.

The Registrar also informed that advisors had been appointed by the University and were in place. They had contributed their expertise in formulation of the tender document, which had been completed. Applications for posts in connection with construction had been received and interviews had been fixed for 22.12.2005.

01/04

The present status was that tender forms in its present form had been collected by four out of the five short listed companies and the remaining one contractor was expected to collect the documents today.

Thereafter, the regular agenda was taken up.

Item No. §.1 The Committee approved the agenda point.

Item No. §.2 It was pointed out that Fire Fighting was also a part of the scope of work under 2.2 (i). It was decided to include the same after PH.

(XV) The Chairman desired that VC, PTU may be requested to attend the prebid conference proposed to be held on 23.12.2005 at 1130 hours.

It was deliberated that the VC may also be requested to Chair the Tender Evaluation Committee meeting.

The remaining parts of the item were approved.

Item No. §.3

§.3.1 Self explanatory

§.3.2 Approved

§.3.3 It was decided that the University should appoint one Sr. Accounts Clerk and one Accountant exclusively for the purpose of the construction project. These appointments should be on permanent basis. It was also decided that the XEN is approving authority and would not be the paying authority. Possibility of taking the Accounts personnel on deputation for the duration of project may be explored. In this regard, the responsibility of the Controller of Accounts was also decided to be as follows:

- 1) He shall check that all the signatories have signed the appropriate columns.
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It was also decided that the Chief Engineer would prepare a schedule of activities related to clearing of bill giving appropriate time. All the functionaries in payment of the bills should adhere to the mutually evolved time schedule.

The responsibility of XEN was discussed in detail. It was pointed out that XEN is the operative officer and must be selected at the earliest and with due care. An all one effort must be made to identify a suitable XEN for hiring or for taking on deputation. It may be possible to take a Senior SDO who is likely to be promoted, as XEN for the project.

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5.3.4 It was decided that the following power shall be delegated:

1.	To approve Non Schedule Items / not provided in B.O.Q.	Chief Engineer	Rs.1.00 lacs per item upto maximum of Rs.10.00 lacs in a work. Upto 0.05 lac per item and upto 1.0 lac in a work
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It was considered that at the present there was no requirement of delegation of the other powers. The same may be reviewed as and when required.

5.3.5 For the approval of the rates of items beyond the powers of the Engineers mentioned above a committee as mentioned below was approved:

DG, PGSC - Chairman

SE PWD, PWD Construction, Circle NO. 2, Jalandhar - Member

DTU/REG/7589
13.12.05


16/4

Advisor (Electrical), PTU - Member
Chief Engineer (Construction), PTU - Member
Rep. of Finance Deptt. Govt. of Pb - Member
Executive Engineer, PTU - Convener

Item No. 5.4 The Architect mentioned that the bills submitted by them were taking long time. The Registrar mentioned that one bill in particular required consideration of the Committee wherein some design work carried out by the architects had been repeated. It was decided that the matter be placed before the Committee with full details. The Architect agreed to send in the details.

The meeting ended with a vote of thanks to the Chair.

The draft minutes as above (on pages) are submitted for approval pl


(Dr. M.S. Grewal)
Registrar
13 Dec 05

04/04