



**MAULANA AZAD
NATIONAL INSTITUTE OF TECHNOLOGY,
BHOPAL**

**Minutes of 13th BWC meeting
BWC-13(2010-3)**

The 13th BWC meeting was held on 2nd July 2010 at 03:30 pm in the Institute Committee room. The meeting was attended by the following members.

Shri A.N. Singh,
Hon'ble Chairman, BOG
2, Amar Kunj, WALMI Road,
Chuna Bhatti, Bhopal.

Special Invitee

Dr. R.P. Singh
Director (I/C), MANIT, Bhopal.

Chairman, BWC

Shri R.K. Bandyopadhyay
Under Secretary
Ministry of Human Resources Development,
(Dept. of Sec. & Higher Edn.)
New Delhi - 110001

Representative Member
MHRD

Shri. Vipin Mullick
M/s. Inspro Engineers (P) Ltd.,
126, Industrial Area, A sector,
Mandideep, Bhopal-462046

Member

Shri Sanjay Agrawal
Superintending Engineer (Electrical)
CPWD, 52 Nirman Sadan,
Behind Govt. Press Arera Hills, Bhopal.

Member

Dr. Gaytri Agnihotri
Dean (P&D), MANIT, Bhopal

Member

Smt. Savita Raju
Registrar, MANIT, Bhopal.

Member- Secretary

Shri N.K. Khatri
Executive Engineer (Civil)
CPWD, 52 Nirman Sadan,
Behind Govt. Press Arera Hills, Bhopal.

Special Invitee

Dr. Nitin Dindorkar
Dean (System Enforcement)
MANIT, Bhopal

Invitee

M/s Suresh Goel & Associates

Invitee

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Consultant, New Delhi

Dr. P.K. Jain
Engineer /c Construction, MANIT, Bhopal. Invitee

Dr. Shalendra Jain
Prof. /c Electrical Maintenance, MANIT, Bhopal Invitee

Shri. S.N.S. Tomer
Electrical Engineer, MANIT, Bhopal Invitee

Shri Rajendra Khare
Institute Engineer, MANIT, Bhopal. Invitee

The Member Secretary-Registrar welcomed the Chairperson, BWC,
Chairperson BOG as Special Invitee, all members and the Invitees.

Item no. BWC-13/2010-31: Confirmation of the Minutes of the Meeting held on 5-4-2010.

The Committee confirmed the Minutes of the 12th BWC meeting held on 5-4-2010 at MANIT, Bhopal.

Item no. BWC-13/2010-32: Action taken report on the previous meetings

S. No.	12 th BWC Meeting Held on 05/04/2010 BWC-12/2010-2)	Decision/Resolution
BWC-12/2010-2/2-1	Regarding the progress of Civil Maintenance work / road carpeting work.	1. Institute engineer informed that Work orders have been issued of a total value of Rs. 62 lakhs. 2. It was observed that the road carpeting has been done without taking care of levels, resulting in puddles. 3. The out-sourcing of operation/ maintenance of pump house and water supply distribution with respect to upcoming building and campus development is under process. The water supply to the hostels should be taken on top priority.
BWC-12/2010-2/2-2	Water Proofing Work.	The committee observed that the work should be expedited to be complete before the onset of monsoon.
BWC-12/2010-	Regarding E-Tendering, As per the rates and conditions	Three officers from the Store and purchase section were sent on training to learn the

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2/2-3	of Govt. of M.P.	process and modalities of e-tendering, and accordingly a proposal was submitted before the committee. It was observed that the process for the institute to start with e-tendering shall take 2 months.
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BWC-12/2010-2/2-5	Payment of bills on submission of technical report by Engineers/EIC as per format of CPWD, placed in BWC.	It has been implemented. Members were satisfied.
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BWC-12/2010-2/2-8	Budget for Maintenance work and new construction.	As per art. 4 above. The committee recommended MANIT for being one of the first to send the plan to MHRD in response to its letter.
BWC-12/2010-2/2-9	Regarding Golden Jubilee Boy's Hostel.	Work is started by the CPWD on two hostel blocks of total capacity of 1024 students.
BWC-12/2010-2/2-10	Regarding construction of Girls Hostel.	Work is in progress with full speed.
BWC-12/2010-2/2-11	Regarding Demarcation of Institute Land	Work is in progress and appraised to the members.
BWC-12/2010-2/3:	Response to the Notice Inviting Tenders dated 18-5-10.	The status report of tender received for the said works was put up before the committee. Since only one offer has been received for the AMC for the residential /

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institute, the committee opined that the same should be floated again through a

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<u>BWC-12/2010-214-c(i)</u>	Regarding black listing of contractor	Since there has been no action till now, the matter has been decided by the Administrative Committee of the BOG.
<u>BWC-12/2010-214-c(ii)</u>	Regarding preparation of works manual	Mr. N.K.Singh, (I.P.S. & Ex-DGP) has been entrusted the work of preparation of an Administrative Manual of the Institute. It will also include the administrative aspects of the Building works. An official order in this respect be issued to Mr. N.K.Singh.
<u>BWC-12/2010-214-c(iii)</u>	Regarding one more Boys' Hostel	Requisition letter for the 3 rd Block of capacity 512 students was issued to the CPWD during the meeting. The same design as the first two blocks shall be followed, with minor modifications, if required.
<u>BWC-12/2010-214-c(iv)</u>	Regarding eviction notice of quarter to Shri Ajit Narayan Ex-Registrar MANIT.	Notice was issued but not being pursued further in accordance with the court order provided by Mr. Ajit Narayan, which was not in possession of the Institute. However, in accordance with the said order, the monthly rent applicable as per rules is being deducted.
<u>BWC-12/2010-214-c(v)</u>	Regarding separate agenda for civil and electrical works.	It has been implemented. However, it has been instructed to Electrical Maintenance Section to take advise and guidelines from CPWD for their proposals.
<u>BWC-12/2010-214-c(vi)</u>	Regarding Honorarium	Honorarium shall be given to all the employees and faculty members who are doing a job which is extra to their assigned duties, eg. Inhouse designing of buildings, landscapes, interiors, structures, working out estimates etc thereof and related work

		for their institute. The honorarium shall be in accordance with the GFR, amounting to Rs. 5000/- maximum in a year. The list of persons to be given this honorarium shall be finalized by the Registrar with approval from the Director.
BWC-12/2010-2/5-1	Any Other item with the permission of the Chair	The draft agenda and minutes are being submitted by the Institute Engineer with directions from the Engineer-in-charge construction, and corrected and finalized by the Member-Secretary & Registrar.
BWC-12/2010-2/5-2	Regarding ICSC Secretary	The intimation regarding Dr. Nitin Dindorkar proposed as ICSC Secretary has been given to relevant officials. Accordingly order to be issued by the establishment section.
BWC-12/2010-2/5-3	Regarding adequate funds for development from MHRD	The follow up for the required funds as per the Budget submitted to MHRD is to be expedited.

Item no. BWC-13/2010-3/3: Emergency Works

The committee opined that the emergency works shall be taken up by the institute by engaging the empanelled contractors. The buildings/ places requiring urgent attention shall be taken up first.

Item no. BWC-13/2010-3/4: Proposal for future plans dated 30-6-2010 submitted by the Electrical Maintenance Section

The committee opined that there is a discrepancy in the specifications and costing in the given proposal. The Electrical Maintenance section has been instructed to consult the CPWD and the proposal needs to be vetted by the Superintendent Engineer, Electrical, CPWD, before being presented to the BWC. The Section has also been advised to undertake a Load calculation for the entire campus, the scheme for distribution, in accordance with the new Master Plan, the number of users and the data related with the present / future electricity requirements.

Item no. BWC-13/2010-3/5: Any other item with the permission of the Chair

1. Looking at the thrust of construction works on the campus and the urgent need to provide the necessary infrastructure to

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students, the committee has directed that the Building and Engineering Section shall be working on Saturdays with immediate effect. The attendance recording should be arranged accordingly.

2. The committee has highly recommended that a Division of CPWD should be set up on MANIT campus for a better monitoring of the extensive construction works. A proposal may accordingly be sent to Mr. B.K.Chugh, Director General CPWD and an alumnus of the institute.
3. The food services in the hostels should be made efficient and improved by giving proper kitchen/ dining design with furniture / furnishing and gadgets etc complete. A team should visit the National Defense Academy by giving prior information, and study the food service therein.

Smita Ray

Savita Raj
Member-Secretary
& Registrar