

**Pt. Dwarka Prasad Misra Indian Institute of
Information Technology, Design &
Manufacturing, Jabalpur**

FC NO - 1st

**Agenda
Finance Committee
2005/1st Meeting**

Venue : Director's Office, PDPM-IIITDMJ,
GEC Campus, Jabalpur

Date: June 4, 2005

Time: 1200 Hrs

पं० द्वारका प्रसाद मिश्र भारतीय सूचना प्रौद्योगिकी अभिकल्पन एवं
विनिर्माण संस्थान जबलपुर

**Pt. Dwarka Prasad Mishra Indian Institute of Information
Technology Design & Manufacturing Jabalpur**

DIRECTOR'S OFFICE

J. P. Singh
Acting Registrar

IITK Camp Office:
पत्रालय - आई. आई. टी., कानपुर - 208 016 (भारत)
Post Office - I.I.T., Kanpur - 208 016 (India)

Jabalpur Campus :
Near Govt. Engineering College, Jabalpur

PDPM-IIITDMJ/FC/1/2005

Dt. 18th May, 2005

Dear Sir(s):

The 1st Meeting of the Finance Committee of Pt. Dwarka Prasad Mishra Indian Institute of Information Technology, Design & Manufacturing (PDPM – IIITDM) Jabalpur is scheduled to be held on Saturday, June 04, 2005 at 1200 Hrs at Director's Office PDPM-IIITDM (Govt. Engineering College Campus) Jabalpur.

The Agenda of the said meeting is enclosed herewith.

You are, therefore requested to kindly make it convenient to attend the meeting

With regards,

Sincerely


(Jeeb Pati Singh)

Encl: As stated

1. Sri Sudeep Banerjee, IAS
Additional Secretary
Ministry of Human Resource Development
Shastri Bhavan
NEW DELHI – 001

Chairman

**Agenda,
Finance Committee,
2005/1st Meeting**

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FC 2005.1.1	Director's overview report
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The Director's overview report in order to apprise the Finance Committee on the major events that took place during the recent past will be tabled at the time of the meeting for the consideration of the Finance Committee.

FC 2005.1.2	To consider the Budget Estimates 2005-06 along with the actual expenditure of (Annual Accounts) 2004-05
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This Budget Estimates 2005-06 of this Institute are prepared taking into consideration, the expected income and expenditure for the year 2005-06 including the savings of the grant of the last year. The actual expenditure for the year 2004-05 (Annual Account 04-05) is also shown here under:

Part -I

Sl. No.	Heads of Expenditure	Actuals 2004-05 (Rs In Thousand)	Budget Estimate 2005-06 (Rs. in lakhs)	Remark
A.	Salary Components -			
1.	Pay and allowances	29023(T.A.)	96.03	
2.	Retirement benefits GPF and CPF	-----	25.00	
	Total (A)	29023.00	121.03	
B.	Non Salary Components			
3.	Students scholarship	-----	05.00	
4.	Administrative Expenditures	2600308.00	50.00	(Including paper advertisement of Faculty / Non Faculty)
5.	Department Expenses	-----	80.00	CSE-25 lakhs, Mech. Engg. -25 lakhs, Elect. Engg. - 25 lakhs, other Dept. Phy., Chem., etc. 5 lakhs
6.	Library Services	-----	50.00	Books - 20 lakh, Journal - 30 lakh
7.	Computing Facilities, Computer Centre & Automation	-----	50.00	
8.	Student support services Student Activity Centre	-----	10.00	
9.	Hostel Facilities/Subsidy	-----	20.00	
10.	Transport Subsidy	-----	10.00	

11.	Health Facilities	-----	15.00	
12.	Water & Electricity	-----	30.00	
13.	House Keeping & Maintenance	-----	16.00	
	Total (B)	26,00,308	336.00	
	Total (A+B)	26,29,331	457.03	

Part – II
Development Plan

Sl.No.	Name of the Works	Actuals 2004-05	Budget Estimate 2005-06 (Rs. in lakh)
1.	Renovation of IT Building of GEC Ranjhi, Jabalpur		15.00
2.	Electrical Works		20.00
3.	Boundary wall of new campus at Mahagawan		150.00
4.	Lecture Hall (One) 4 class rooms each of 70 seats		250.00
5.	Boys' Hostel (Phase 1)		250.00
6.	Residential Buildings, Directors' residence, 6 quarters Type III for teachers & officers (Phase 1)		125.00
7.	Laboratory (Phase 1)		250.00
8.	Campus Development Roads / Tube wells / Overhead Tanks / Sports & Games Facilities for students (Phase - 1)		100.00
9.	Equipments including office & Laboratory equipments		300.00
10.	Vehicles Bus - 1 Car - 1 Jeep - 1		25.00
11.	Initiation grant to Faculty		20.00
	Total Part - II		1505.00
	Add Part - I		457.03
			1962.03
			(-) 373.71
	Less grant received but not utilized upto 31.03.2005		1588.32
			(-) 30.00
	Less income from Fees from students & interest on fixed deposit		1558.32

The Institute has a savings of Rs. 373.71 lakhs due to non-utilization of grant already received in 2004-05 (including the grant in Transit received in 2005-06 for the last year) and also an expected income of Rs. 30 lakhs from Fee of the students and interest on fixed deposits.

Hence, the Institute will need a total Rs. 1558.32 crore in the financial year 2005-06 for committed expenditure as shown in Part –I Budget as well as for development activities of the Institute as shown in Part – II Budget.

The actual expenditure for the year 2004-05 is Rs. 26,29,331/-. Out of the total expenditure, a sum of Rs. 18,94,537/- was paid to Indian Publicity Bureau for the advertisement of the laying ceremony of the Institute and other expenditure were met on decoration, white washing of IT Building of GEC (PDPM-IIITDM office), Rs. 1,20,000/- Tent house Rs. 1,46,157/- , Catering services Rs. 54,500/- T.A., Hire of vehicles, staying at Hotel of VIPs' and other expenditure.

The Finance Committee may kindly consider and recommend the Budget Estimates 2005-06 along with the Annual Account 2004-05 to the Board of Governors for approval.

Annual Accounts 2004-05
Balance Sheet

Liabilities		Assets		Receipt & Payment (on Actual Cash Book basis)
Deposit Dt. 25-01-2005	Rs. 1000.00	Expenditure as per schedule	Rs. 26,29,331.00	Receipt Rs.1,06,51,000.00
Fund Received from IITK on 28-01-05 through Electronic Transfer to SBI, GEC Bbranch	Rs. 5,00,000.00	Investments	Rs 50,00,000.00	Payment Rs. 31,30,331.00
Received as Grant from MHRD Vide Cheque No. 1644678 & 156143 Dated: 7-02-2005	Rs.1,00,00,000.00	Refund of Advance	Rs. 6,51,000.00	Fixed Deposit Rs. 50,00,000.00
Dated 8-02-2005 Receipt through refund of advance by Sri Anil Kumar	Rs. 1,50,000.00	Grants in Transit	Rs. 3,00,00,000.00	
Fund receivable vide sanction F.No. 26-9/2004-T.S. 1 Dated 31-03-2005 but actual fund received on 29/04/2005 under plan	Rs.3,00,00,000.00			
Less grant receivable	Rs.4,06,51,000.00	Total	Rs. 3,82,80,331.00	Balance in Bank Rs. 23,70,669.00
Less fixed deposit Rs 25 lakhs in SBI, GEC branch Rs. 25 lakhs in UBI, Ranjhi branch	Rs.1,06,51,000.00 Rs. 50,00,000.00	Closing Balance in Bank	Rs. 23,70,669.00	
Less Refund of advances	Rs. 56,51,000.00 Rs. 6,51,000.00	Total Grant	Rs. 4,06,51,000.00	
Less Expenditure upto 31-03-2005	Rs. 50,00,000.00 Rs. 26,29,331.00			
Closing Balance in SBI, GEC, branch	Rs. 23,70,669.00			

(A sum of Rs. 6,51,000/- drawn as advance is refunded Rs. 5,00,000/- by cheque no. 544518 dt. 14-02-2005 and Rs. 1000/- by adjustment and Rs. 1,50,000/- advance drawn from PDPM- IIITDM (J) on 5-02-2005 and refunded on 8-02-2005 as shown in the receipt side.)

FC 2005-1-3	To consider the administrative approval and financial sanction as recommended by the Building and Works Committee at its 2005/1 st meeting to be held on 4 th June, 2005
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The minutes of the 2005/1st Building and Works Committee meeting to be held on June 4, 2005 will be conveyed orally by the Secretary to the BWC / FC for its consideration. The Finance Committee is requested to recommend the proposal as submitted by the B&WC to the Board of Governors for approval. Relevant agenda paper and enclosed for necessary perusal and reference of the Finance Committee. **Annexure - I**

FC 2005-1-4	Delegation of Financial Powers to Acting Registrar / Registrar, PDPM-IIITDM Jabalpur
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The Institute has started functioning in the Government Engineering College Campus, Ranjhi, Jabalpur. Now various expenditure are being made on academic programmes, developmental activities including primary workings for new campus at Mahgawan near Dumna.

This Institute has its account in-SBI, GEC Branch, Ranjhi and grant in aid is being received in this A/C. To complete the activities of the Institute delegation of certain financial powers to Registrar/Acting Registrar is necessary.

Hence, it is proposed to delegate the following financial powers to the Registrar/Acting Registrar of the Institute:-

1. Registrar/Acting Registrar will sanction a contingent advance upto Rs. 20,000/- and Non-Contingent advance upto Rs. 50,000/- at a time considering the need of works at his own responsibility.
2. The operation of A/c. of PDPM-IIITDM Jabalpur (SBI, GEC Campus, UBI Ranjhi) will be made by the Registrar/Acting Registrar under his own responsibility.
3. In case of Construction works, repair and maintenance, the expenditure will be made on the basis of the bill prepared by the Junior Engineer and checked / passed by the Technical Officer / Executive Engineer duly approved by the Acting Director. The cheque will be signed by the Registrar / Acting Registrar as per the bills (duly checked/ passed by the above officer) authorized for the purpose.

The Finance Committee is requested to approve the above arrangement and recommend the same to the Board for approval.

FC 2005-1-5

To consider and approve the interim arrangement for taking Houses/Flats for Faculty / Officer of the Institute on lease

The Institute is has planned to start the academic programmes including the admission for UG Students through All India Engineering Entrance Examination (AIEEE) w.e.f. July 2005. The Institute has advertised the Faculty Positions in the national New Papers. The Institute needs some residential houses/flats for the faculty / officers who are likely to join the Institute in the month of late June/July 2005.

Since this Institute is new, no infrastructure of its own is available and the only alternative is to find out houses/flats on lease basis / from Govt./Semi Govt. organizations.

The Finance Committee is requested to approve the use of the above facility on a lease basis for an initial period of two years, duly authorizing the Acting Director for payment of the lease charges to the private party / Govt. / Semi Govt. organization as per terms on mutual agreement and recommend it to the Board for approval.

FC 2005-1-6

To consider and authorize Acting Director of the Institute for appropriation of the unutilized grants of the financial year 2004-05 and Grants in-Transit of financial year 2004-05 (received in the financial year 2005-06).

The Institute has received Rs. 1,00,00,000 (One Crore) in the month of February 2005 on the day of the inauguration of the Institute by the Hon'ble Minister of H.R.D. Shri Arjun Singh and Rs. 3,00,00,000 (Three Crore) sanctioned in the financial year 2004-05 vide No. FN-26-9/2004-TS1 dated 31/3/2005 but actually received on 29/04/2005 by the Institute (Financial year 2005-06).

Out of the total amount Rs. 4,00,00,000 (Four Crore), the Institute could utilize a sum of Rs 26,29,331/- only as on 31/03/2005 leaving a sum of Rs. 3,73,70,669/- as unutilized.

The Finance Committee is requested to allow the appropriation of the balance-unutilized amount of Rs. 3,73,70,669/- in the current financial year 2005-06 and recommend it to the Board for approval.

FC 2005-1-7

Any other item with the permission of the Chair.

Annexure –I

**Building & Works Committee
Agenda 2005/1st Meeting**

**Pt. Dwarka Prasad Misra Indian Institute of
Information Technology, Design &
Manufacturing, Jabalpur**

**Agenda
Building & Works Committee
2005/1st Meeting**

Venue : Director's Office, PDPM-IIITDMJ,
GEC Campus, Jabalpur
Date: June 4, 2005
Time: 10:00 Hrs

पं० द्वारका प्रसाद मिश्र भारतीय सूचना प्रौद्योगिकी अभिकल्पन एवं
विनिर्माण संस्थान जबलपुर

Pt. Dwarka Prasad Mishra Indian Institute of Information
Technology Design & Manufacturing Jabalpur

DIRECTOR'S OFFICE

J. P. Singh
Acting Registrar

IITK Camp Office:
पत्रालय - आई. आई. टी., कानपुर - 208 016 (भारत)
Post Office - I.I.T., Kanpur - 208 016 (India)
Jabalpur Campus :
Near Govt. Engineering College, Jabalpur

PDPM-IIITDMJ/B&WC/1/2005
Dt. 18th May, 2005

Dear Sir(s):

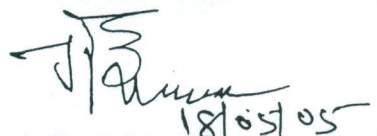
The 1st Meeting of the Building and Works Committee(B&WC) of Pt. Dwarka Prasad Mishra Indian Institute of Information Technology, Design & Manufacturing Jabalpur (PDPM – IIITDMJ) is scheduled to be held on Saturday, June 04, 2005 at 10.00 AM at Director's Office PDPM-IIITDM (Govt. Engineering College Campus) Jabalpur.

The Agenda of the said meeting is enclosed herewith.

You are, therefore requested to kindly make it convenient to attend the meeting.

With regards,

Sincerely,


(Jeeb Pati Singh) 18/05/05

Encl: As stated

1. Prof. Sanjay G. Dhande
Acting Director
PDPM-IIITDM, Jabalpur

Chairman

2. Shri Hulas Singh Member
Director (Technical)
Ministry of Human Resource Development
Shastri Bhawan
NEW DELHI - 110 001

(Nominee of the Central Government)

3. Smt. Ajita Bajpai Pandey Member
Secretary
I T Education
M P Govt.
Bhopal

4. Prof. Sanjeev Bhargava Member
Head
Dept. of MME
IIT Kanpur - 208 016

(A nominee in place of Dean (P&D))

5. Shri P S Manglani Member
Superintendent Engineer
O/o Chief Engineer
Upper Narmada Zone
Bargi Hills, Jabalpur
Zone - 6

(Nominee of BOG)

6. Shri B K Nema Member
O/o Superintendent Engineer
Public Work Dept.
Jabalpur

(Nominee of BOG)

7. Shri J P Singh Secretary
Acting Registrar
PDPM-IIITDM, Jabalpur

**Pt. Dwarka Prasad Misra Indian Institute of Information
Technology, Design & Manufacturing, Jabalpur**

**AGENDA
Building & Works Committee
2005/1st Meeting**

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VC 2005.1.3	Appointment of an Architect.	

**Pt. DWARKA PRASAD MISHRA INDIAN INSTITUTE OF INFORMATION
TECHNOLOGY DESIGN & MANUFACTURING JABALPUR**

Name of work Construction of boundary wall for the campus of PDPM, IITDM, Jabalpur (partial length of 4 km).

Head of Account Chargeable to Plan budget

The Detailed estimate amounting to Rs. 1,07,65,381.00 (One Crore Seven Lacs Sixty Five Thousand Three Hundred Eighty One Only) is framed to meet the probable cost of above mentioned work.

History:

- 1.0 The District Administration has allocated & demarcated 250 acres of land for the campus of PDPM, IITDM, at Mahgawan, Jabalpur.
- 2.0 The total periphery of the demarcated land is about 6.00 km. It is proposed to construct the ornamental boundary wall on the two roadsides of demarcated land, which will be about 2.00 km and for balance 4.00 km it is proposed to construct brick masonry boundary wall.

Specifications:

- 1.0 345 mm thick brick work in a cement mortar 1:6 with a pillar of 575 x 575 at a distance of 3.00 mtr.
- 2.0 The brick masonry foundation of 600 mm below the ground.
- 3.0 The height of the brick wall above the ground shall be 2.10 mtr.
- 4.0 The cement concrete coping on the top of the wall.

Rates:

DSR 2002 enhanced by cost enhancement @ 16.67% as applicable at Jabalpur and market rates in respect of non-schedule items.

Period of work: 9 (Nine) months

Mode of Execution: Thro' call of competitive tenders

R. Garg
(Rajeev Garg)
Executive Engineer

ABSTRACT OF COST

Name of Work : Construction of brick masonry boundary wall (2.10 m height) of PDPM-IIITDM J at Mahgawan, Jabalpur

SUB-HEAD	AMOUNT
SH 1 EARTH WORK	217686.00
SH 2 CONCRETE WORK	899112.00
SH 3 REINFORCED CEMENT CONCRETE	15776.00
SH 4 BRICK WORK	7069668.00
SH 5 FINISHING	737616.00
SH 6 Misc.	18594.00
<u>Total</u>	<u>8958452.00</u>
Add Cost Index @ 16.67 %	1493374.00
Total	10 451 826.00
Add Contingencies @ 3.00 %	313555.00
Grand Total	<u><u>10 765 381.00</u></u>

(Rupees One Crores Seven Lakh Sixty Five Thousand Three Hundred Eighty One Only)

R. Chand
Executive Engineer

ABSTRACT OF COST-ORIGINAL ESTIMATE

Name of Work : Construction of brick masonry boundary wall (2.10 m height) of PDPM-IIITDM J at Mahgawan

Item No.	Sub-heads and item of work	Qty	Rate	Per	Amount	Total
			Rs.	P.	Rs.	P.
<u>SH 1 EARTH WORK</u>						
1.1	Earth work in excavation in foundation trenches or drains (not exceeding 1.5 m in width or 10 sqm on plan) including dressing of sides and ramming of bottoms, lift upto 1.5 m, including getting out the excavated soil and disposal of surplus excavated soil as directed, within a lead of 50 m.					
(a)	All kinds of soil.	2120 cum	93.55	cum	198 326.00	2 8 1
1.2	Filling available excavated earth (excluding rock) in trenches, plinth, sides of foundations etc. in layers not exceeding 20cm in depth, consolidating each deposited layer by ramming and watering, lead up to 50 m and lift upto 1.5 m.	640 cum	30.25	cum	19 360.00	2 26
<u>SubTotal</u>					217 686.00	
<u>SH 2 CONCRETE WORK</u>						
2.1	Providing and laying in position cement concrete of specified grade excluding the cost of centring and shuttering - All work upto plinth level :					
(a)	1.5:10 (1 cement : 5 coarse sand : 10 graded stone aggregate 40 mm nominal size)	320 cum	1 289.15	cum	412 528.00	4 5 10
2.2	Providing and laying cement concrete in retaining walls, return walls, walls (any thickness) including attached pilasters, columns, piers, abutments, pillars, posts, struts, buttresses, string or lacing courses, parapets, coping, bed blocks, anchor blocks, plain window sills, fillets etc. upto floor five level, excluding the cost of centring, shuttering and finishing :					
(a)	1.2:4 (1 Cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size)	80 cum	2 048 75	cum	163 900.00	4 6 3
2.3	Centring and shuttering including strutting, propping etc and removal of form work for :					
(a)	Retaining walls, return walls, walls (any thickness) including attached pilasters, buttresses plinth and string courses fillets etc.	1720 sqm	106.40	sqm	183 008.00	4 9 2

R.L.

Item No.	Sub-heads and item of work	Qty	Rate		Per	Amount		Total
			Rs.	P.		Rs.	P.	
2.4	Providing and laying damp-proof course 40mm thick with cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 12.5mm nominal size).	1560 sqm	84.60		sqm	131 976.00		4.24
2.5	Extra for providing and mixing water proofing material 'Impermo' or equivalent in cement concrete work @ 1 kg per 50kg of cement.	400 per 50	19.25		r 50 kg cement	7 700.00		4.26
<u>SubTotal</u>						899 112.00		
<u>SH 3 REINFORCED CEMENT CONCRETE</u>								
3.1	Centring and shuttering including strutting, propping etc. and removal of form for :							
(a)	Lintels, beams, plinth beams, girders, bressumers and cantilevers.	80 sqm	87.95		sqm	7 036.00		5.14.5
3.2	Reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete.							
(a)	Cold twisted bars	400 kg	21.85		kg	8 740.00		5.29.3
<u>SubTotal</u>						15 776.00		
<u>SH 4 BRICK WORK</u>								
4.1	Brick work with F.P.S. bricks of class designation 75 in foundation and plinth in :							
(a)	Cement mortar 1:6 (1 cement : 6 coarse sand)	4640 cum	1 384.50		cum	6 424 080.00		6.11.4
4.2	Extra for brick work in superstructure above plinth level upto floor V level.	2760 cum	206.40		cum	569 664.00		6.3
4.3	Extra for brick work in :							
(a)	Square or rectangular pillars.	760 cum	99.90		cum	75 924.00		6.6.1
<u>SubTotal</u>						7 069 668.00		
<u>SH 5 FINISHING</u>								
5.1	12 mm cement plaster of mix							
(a)	1:6 (1 cement : 6 fine sand)	9680 sqm	44.00		sqm	425 920.00		13.8
5.2	Pointing on brick work with cement mortar 1:3 (1 cement : 3 fine sand)							
(a)	Polished pointing	9680 sqm	37.20		sqm	358 696.00		11.5
<u>SubTotal</u>						737 616.00		
<u>SH 6 Misc</u>								

R. Lang

Item No.	Sub-heads and item of work	Qty	Rate		Per	Amount		Total
			Rs.	P		Rs.	P	

6.1 Reinforced cement concrete work in beam suspended floors, roofs having slope upto 15 degree landing balconies, shelves chhajja, lintel bends and plain window sill staircases and spiral staircase upto vth floor excluding the cost of centering and shuttering, finishing and reinforcement with 1:1.5:3 (1 cement : 1.5 coarse sand : 3 graded stone aggregate 20 mm nominal size)

8 Cum 2 324.20 Cum 18 594.00 MR Item

SubTotal

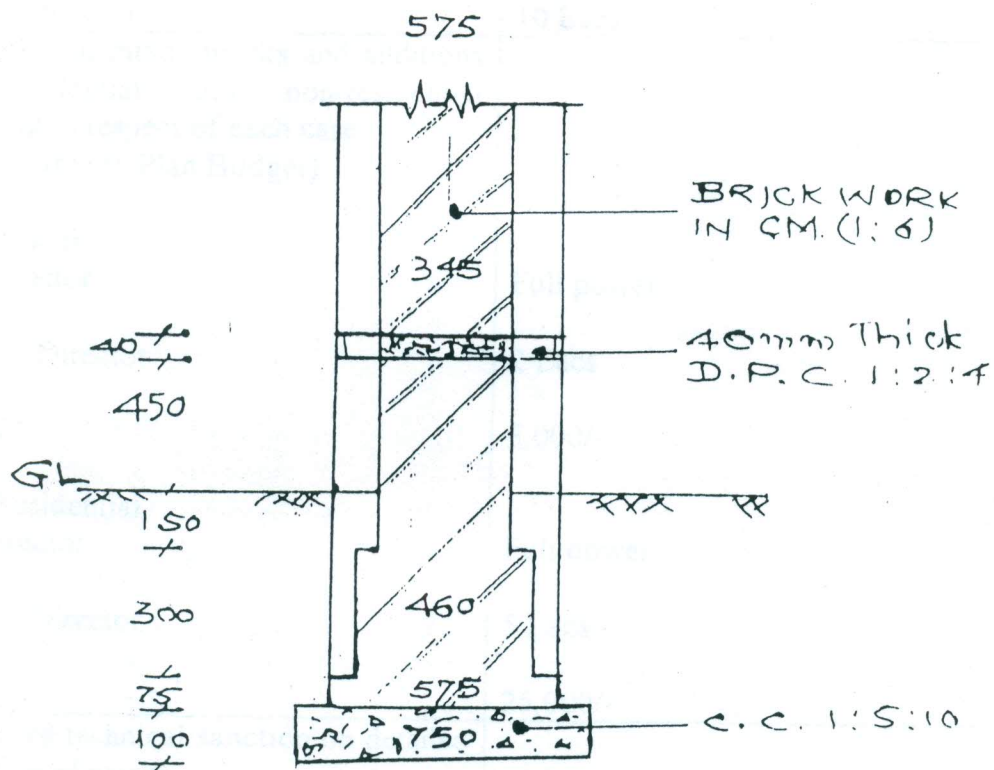
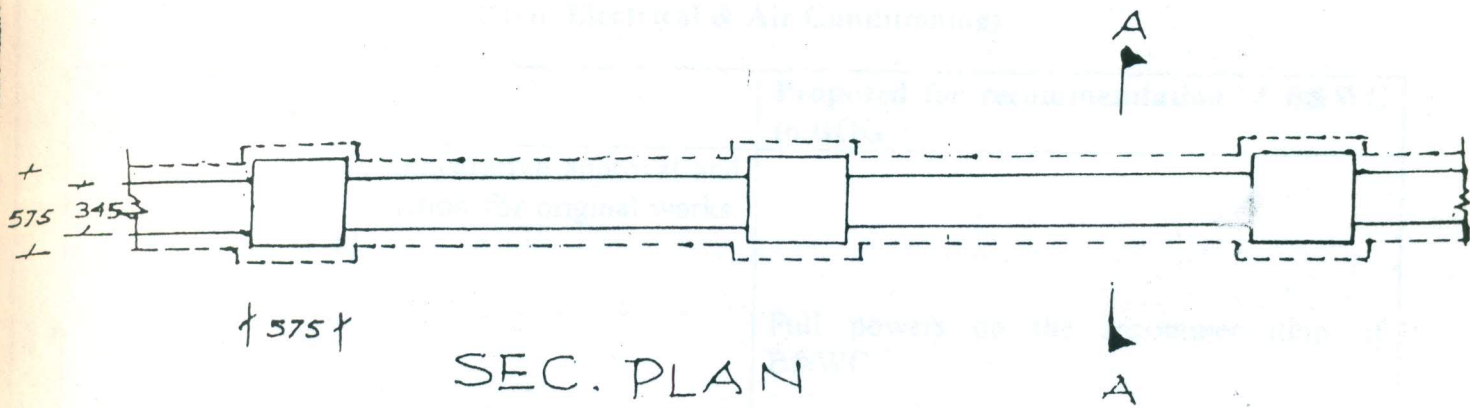
18 594.00

Total

8 958 452.00

R. Hans
Executive Engineer





SECTION 'A-A'

FOUNDATION DETAILS OF BOUNDARY.

R. L. Singh

AF-1

1

DELEGATION OF FINANCIAL POWERS IN RESPECT OF BUILDING WORKS
(Civil, Electrical & Air Conditioning)

Sl. No.	Nature of powers	Proposed for recommendation of B&WC to BOG
1	To accord Administrative approval and expenditure sanction for original works. (A/A & E/S) a) BOG b) Director c) Dy. Director	Full powers on the recommendation of B&WC. 50 Lacs 10 Lacs
2	To sanction minor works and additions to residential and non-residential building in respect of each case. (Chargeable to Plan Budget) Residential: a) Director b) Dy. Director c) SE Non Residential a) Director b) Dy. Director c) SE	Full power 2 Lacs 5,000/- Full power 5 Lacs 25,000/-
3	To accord technical sanction on detailed estimates of works. a) SE b) EE / Sr. EE	Full power 2 00 Lacs
4 (a)	Scrutiny applications for issue of tenders.	i) For works costing upto 5 lacs: EE/ Sr. EE shall issue tenders to empanelled contractors only. ii) For works costing above 5.0 lacs & upto 2.0 crores. SE - Chairman EE/Sr. EE - Member SW/ASW - Member

R. Hans

4 (b)	Pre-Qualification for issue of tenders.	For works costing 2.0 crores & above By a committee to be appointed by Chairman, B&WC, which will also include SE and a finance personnel of the rank of Dy. Registrar.
5	Committee for opening of tenders	a) For works upto 2.0 lacs i) EE / Sr. EE - Chairman ii) ASW - Member iii) Concerned AE - Member iv) IWD Accountant - Member b) For works above 2.0 lacs i) SE - Chairman ii) SW / ASW - Member iii) Concerned EE / Sr. EE - Member iv) IWD Accountant - Member
6	Acceptance of lowest tender with or without negotiation. i) B&WC ii) Director iii) Dy. Director iv) SE v) EE/ Sr. EE	Full power 50.00 Lacs 10.00 Lacs 5.00 Lacs 2.00 Lacs
7	Award of work on work orders without call of tenders. a) SE b) EE/ Sr. EE	75,000 25,000
Annual limit for forward of work on work orders by negotiations shall be limited to Rs. 15.00 lac per division per annum for SE and Rs. 5.00 lacs for Sr. EE / EE.		
8	To pass excess over estimates: a) B&WC b) Director c) Dy. Director d) SE e) EE/ Sr. EE	Full powers Upto 50 lacs with excess upto 10% of sanctioned amount. Upto 10 lacs with excess upto 10% of sanctioned amount. Upto 5 lacs with excess upto 10% of sanctioned amount. Upto 2 lacs with excess upto 10% of sanctioned amount.
9	Administrative approval of detailed estimate in respect of maintenance & repair works within allocated budget (chargeable to non plan budget) a) Director	Full power

R. Lang

	b) Dy. Director c) SE d) EE / Sr. EE	10 lacs 5 lacs 2 lacs
10	To accord sanction to extra / substituted items. a) Director b) Dy. Director c) SE d) EE/ Sr EE	Full power 5 lacs in respect of both schedule ad non-schedule items. 2 lacs in respect of both schedule and non-schedule items in addition to the powers of EE / Sr. EE. But value of contract not to be exceeded by 5%. 25,000/- in respect of schedule and agreement items only. In respect of other items:- 25% of contract value subject to a ceiling of 25,000/- beyond this sanction of SE would ne necessary.
11	Award of additional quantities against abnormally high / low rates items, variations below the schedule rate dully enhanced to the extent of cost. a) Director b) Dy. Director c) SE d) EE/ Sr EE	Full power 5.00 lacs 1.0 lac 25,000/-
12	Running & final bills of contractors. a) EE / Sr EE	i) EE / Sr. EE to pass pay order on all the bills. He shall bear full responsibility for passing the bills of the contractors. ii) SE to counter sign all bills which are passed by EE / Sr. EE in respect of all contracts over 10 lacs.
13	Pre audit of bill	i) First bill, every alternate running bill and final bill of contract agreements, amounting to Rs 5.00 lacs and above to be pre-audited. ii) Final bill of all works; above 50,000/- and upto Rs. 5.00 lacs to be pre-audited.
14	To approve survey reports and accept highest tenders / bids for disposal of unserviceable materials. (Except equipments)	

R. Lang

	a) Dy. Director b) SE	Full power Upto 1.00 Lac
15	Local purchase of stores. a) Director b) Dy. Director c) SE d) EE/ Sr EE	Full powers within budget allocation. lacs per supply order within budget allocation subject to a single item not exceeding an amount of 50,000/- 50,000/- per supply order within budget allocation subject to a maximum of 5 lacs per annum per division in addition to the powers of EE. 25,000/- per supply order within budget allocation subject to a maximum of 2 lacs per annum.
16	Powers for grant of extension of time and levy of compensation. a) SE b) EE / Sr EE	Full powers a) Full powers in respect of works upto 1.0 lacs b) Full powers in respect of individual contracts, amounting to more than 1.00 lac and upto 5.0 lac, provided delay is not more than 1/3 rd of the stipulated period.

R. Lang

Annexure – II

**Pt. Dwarka Prasad Mishra Indian Institute of
Information Technology, Design &
Manufacturing, Jabalpur**

Budget Estimates 2005-06 &
Annual Accounts 2004-05

Budgetary Note

**Budget Estimates
2005-06**

&

**Annual Accounts
2004-05**

Pt. Dwarka Prasad Misra Indian Institute of Information Technology, Design & Manufacturing Jabalpur

Budget Estimates 2005-06 & Annual Accounts 2004-05

Budgetary Notes

With a focus on the aspects of Design and Manufacturing on modern Institute of Technical Education, the Govt. of India decided to establish an Indian Institute of Technology, Design & Manufacturing at Jabalpur, M.P.

Subsequently the MHRD Govt. of India got a society registered naming it the Indian Institute of Information Technology, Design and Manufacturing, Jabalpur on January 24th, 2005 with the Registrar of the societies at Jabalpur under MP Societies Registration Act. 1973.

The Honorable Union Minister of H.R.D. Shri Arjun Singh held the inauguration of the Institute on February 7th, 2005.

The Institute on the inauguration received a sum of Rs. 1,00,00,000/- as grants in aid on the February 2005 by the Minister of H.R.D. and Rs. 3,00,00,000/- vide sanction No. F.No. 26-9/2004/TS1 dated 31/03/2005 (actually the grant received on 29/04/2005 in the next financial year) both under the plan head.

Kindly See Page N. 3	The Institute could utilize only a sum of Rs. 26,29,331/- in the financial year 2004-05 and placed order for purchase of equipments which are being received in 2005-06. The Institute could not able to go ahead with the construction works due to change of site from Ranjhi to Mahagawan near Dumna Airport. The possession of proposed land is yet to be taken. In the mean time since the Institute will run in the IT Bhavan of GEC Campus all arrangements (academic, administrative) are being made to start up the academic session w.e.f. July,2005.
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Seeing the futuristic growth of the Institute the Budget Estimates 2005-06 is prepared in two parts: - Part - I and Part - II (Page No. 4 to 7)

Part - I

Budget Estimates 2005-06

Kindly See Page No. 4-5	The Budget Estimates of Part-I is the committed expenditure to run the Institute. The Institute has advertised the Faculty Posts in the National News Papers. The Institute has also received the sanctioned post in case of Non-Teaching staff from the M.H.R.D. and vacancies are being filled up shortly. Total Estimated Budget (05-06) as shown in Part-I comes to Rs. 457.03 lakhs. Since this is the 1 st year of the Institute and there is no infrastructure, major expected expenditures will be on the initial working of the Institute viz advertisements, Hiring of Hostels, House keeping and furnishing of offices and on electricity.
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Part - II

Budget Estimates 2005-06

Kindly See Page No. 6-7	<p>Part-II (Plan) Budget 2005-06 is prepared taking into consideration of the developmental activities of the Institute in the year 2005-06. The Budget Estimates (2005-06) is prepared with a hope that the land of Mahagawan near Dumna Airport will be transferred to the Institute before the month of May. The Institute is fully prepared to start up the construction works on the land. But if there is rain full and the land will not be transferred in time by the M.P. Govt., the actual position of Construction / Development will be placed in the Revised Budget 2005-06 with revised Plan Estimates.</p> <p>Again at the time of preparing the Budget, item-wise estimate has been made with a target to shift in the new campus within two years. The basic developmental activities of the Institute will be done in two phases. Total Estimates for Part - II Budget i.e. on Development activities come to Rs. 1505.00 lakhs.</p>
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<table> <tr> <td>Total Part -I & II</td> <td>1962.03</td> </tr> <tr> <td>Less the unspent Balance of grant Available</td> <td>(-) 373.71</td> </tr> <tr> <td></td> <td>1588.32</td> </tr> <tr> <td>Less the expected Receipt from internal Recourses Actual</td> <td>(-) 30.00</td> </tr> <tr> <td>Total Requirement</td> <td>1558.32</td> </tr> </table>	Total Part -I & II	1962.03	Less the unspent Balance of grant Available	(-) 373.71		1588.32	Less the expected Receipt from internal Recourses Actual	(-) 30.00	Total Requirement	1558.32	Total Budget Estimates for the year 2005-06 comes to Rs. 1962.03 lakhs. The Institute has a balance Rs. 373.71 lakhs as savings of the unutilized grant and Rs. 30.00 lakhs as expected receipt from internal resources. The Institute will need Rs. 1558.32 lakh from the MHRD as grants in aid in the current financial year 2005-06.
Total Part -I & II	1962.03										
Less the unspent Balance of grant Available	(-) 373.71										
	1588.32										
Less the expected Receipt from internal Recourses Actual	(-) 30.00										
Total Requirement	1558.32										

[For Information]

**Annual Accounts 2004-05
Balance Sheet**

Liabilities		Assets		Receipt & Payment (on Actual Cash Book basis)
Deposit Dt. 25-01-2005	Rs. 1000.00	Expenditure as per schedule	Rs. 26,29,331.00	Receipt
Fund Received from IITK on 28-01-05 through Electronic Transfer to SBI, GEC Branch	Rs. 5,00,000.00	Investments	Rs. 50,00,000.00	Payment
Received as Grant from MHRD Vide Cheque No. 1644678 & 156143 Dated: 7-02-2005	Rs.1,00,00,000.00	Refund of Advance	Rs. 6,51,000.00	Fixed Deposit
Dated 8-02-2005 Receipt through refund of advance by Sri Anil Kumar	Rs. 1,50,000.00	Grants in Transit	Rs. 3,00,00,000.00	Rs. 1,06,51,000.00
Fund receivable vide sanction F.No. 26-9/2004-T.S. 1 Dated 31-03-2005 but actual fund received on 29/04/2005 under plan	Rs.3,00,00,000.00			
Less grant receivable	Rs.4,06,51,000.00	Total	Rs. 3,82,80,331.00	Balance in Bank
Less fixed deposit	Rs.3,00,00,000.00	Closing Balance in Bank	Rs. 23,70,669.00	Rs. 23,70,669.00
Rs. 25 lakhs in SBI, GEC branch	Rs.1,06,51,000.00	Total Grant	Rs. 4,06,51,000.00	
Rs. 25 lakhs in UBI, Ranjhi branch	Rs. 50,00,000.00			
Less Refund of advances	Rs. 56, 51,000.00			
	Rs. 6,51,000.00			
Less Expenditure upto 31-03-2005	Rs. 50,00,000.00			
Closing Balance in SBI, GEC, branch	Rs. 26,29,331.00			
	Rs. 23,70,669.00			

(A sum of Rs. 6,51,000/- drawn as advance is refunded Rs. 5,00,000/- by cheque no. 544518 dt. 14-02-2005 and Rs. 1000/- by adjustment and Rs. 1,50,000/- advance drawn from PDPM- IIITDM (J) on 5-02-2005 and refunded on 8-02-2005 as shown in the receipt side.)

Part - 1

Plan Budget 2005-06

Sl. No.	Head of Expenditure	Actual 2004-05	Budget Estimates 2005-06	Remark
A.	Salary Components			
1.	Pay and allowance		96,02,777	
2.	GPF & CPF		25,00,000	
B.	Non - salary components			
3.	Student scholarship		05,00,000	
4.	Administrative Expenditure		50,00,000	(Including paper advertisement of Faculty / Non Faculty)
5.	Departmental Expenses		80,00,000	CSE-25 lakh, Mech. Engg. - 25 lakh, Elect. Engg. - 25 lakh, other Dept. Phy., Chem., etc. 5 lakh
6.	Library services		50,00,000	Books - 20 lakh, Journal - 30 lakh
7.	Computing facilities Programming labs & computer center automation		50,00,000	
8.	Student support services student activity centre		10,00,000	
9.	Hiring of hostel/Hall subsidy		20,00,000	
10.	Transport subsidy hiring of Bus		10,00,000	
11.	Health facilities		15,00,000	
12.	Water & Electricity		30,00,000	
13.	House keeping & Maintenance		16,00,000	
Total			4,57,02,777	

'A' Details of Salary Components

1. Pay	72,02,777
2. T.A. / Foreign T.A.	10,00,000
3. Over time/Honorarium/LTC	10,00,000
4. Medical Allowance	2,00,000
5. Other Allowance	2,00,000

Total Rs. -----
96,02,777

Budget Estimate 2005-06

Faculty Position

Sl. No.	Post No. Scale	Basic Pay	DPA	DA 21%	CCA	HRA	Transport Allowance	Annual Total	Total of Group Post
1	Director - 1 25000/- Fixed	25000/-	12500/-	7875/-	120/-	5626/-	-----	51120x9x1	4,60,080/-
2	Professors - 3 18400-500-22400	20400/-	10200/-	6426/-	120/-	4590/-	400/-	42136x9x3	11,37,672/-
3	Associate Prof.-3 16400-20,000	18,200	9100/-	5733/-	120/-	4095/-	400/-	37648x9x3	10,16,496/-
4	Assist. Prof. - 6 12000-18300	15360/-	7680/-	4838/-	120/-	3456/-	400/-	31854x9x6	17,20,166/-
5	Res. Engineer - 3 8000-13500	10,750/-	5375/-	3386/-	120/-	2419/-	400/-	22450x9x3	6,06,150/-

Non Faculty Position

6	Registrar - 1 16,400 - 22,400	19,550/-	9775/-	6158/-	120/-	4400/-	400/-	40403x9x1	3,63,627/-
7	Dy. Reg./Finance Officer -2 1200-420-18300	15150/-	7575/-	4772/-	120/-	3409/-	400/-	31426x9x2	5,65,668/-
8	Assist Registrar -1 8000-13500	10750/-	5375/-	3386/-	120/-	2419/-	400/-	22450x9x1	2,02,050/-
9	Data Processing Assistant - 2 5500 - 9000	7250/-	3625/-	2884/-	120/-	1631/-	150/-	15660x9x2	2,81,880/-
10	Account Assistant - 1 4000-6000	5000/-	2500/-	1575/-	120/-	1125/-	150/-	10470x9x1	94,230/-
11	Lab Assistant - 1 4000-6000	5000/-	2500/-	1575/-	100/-	1125/-	150/-	10450x9x1	94,050/-
12	Technical Assistant - 2 3200-4900	5000/-	2500/-	1575/-	100/-	1125/-	150/-	10450x9x2	1,88,100/-
13	UDC - 2 4000-6000	5000/-	2500/-	1575/-	100/-	1125/-	150/-	10450x9x2	1,88,100/-
14	LDC - 4 3050-4500	3775/-	1888/-	1190/-	100/-	850/-	100/-	7903x9x4	2,84,508/-
Total:									72,02,777/-

Part - 2

[DEVELOPMENT ACTIVITIES]

Plan Budget 2005-06 Equipments, Construction & Development Budget

Sl.No.	Building and Works	Budget Estimate 05-06 Rs. in lakhs
1.	Renovation of I.T. building of GEC	15,00,000
2.	Electrical works	20,00,000
3.	Boundary wall of new campus at Mahagawan	1,50,00,000
4.	Lecture Hall (one) 4 class rooms each of 70 seats	2,50,00,000
5.	Boys Hostel (for first phase) (300 Students)	2,50,00,000
6.	Residential Buildings , Director's Bungalow, 6 Quater. (Type III) Teachers + officer's Flat (First Phase)	1,25,00,000
7.	Laboratory	2,50,00,000
8.	Campus Development, Road/Tube well/overhead tanks, sports facilities etc.	1,00,00,000
9.	Equipments including office & Lab Equipments including custom + freight charges	3,00,00,000
10.	Vehicle Bus- 1 Car- 1 Jeep - 1	25,00,000
11.	Initiation grant to faculty	20,00,000
	Total	15,05,00,000

Total
Budget Estimate

2005-06

Part - I
Salary + Other Components 4,57,02,777

Part - II
Development Equipment and
Construction Components 15,05,00,000

Total -----
19,62,02,777

Less Grant received but not expend
upto 31/03/2005 plus the grant in transit 3,73,70,669

15,88,32,108

Less income from Fee from students
& interest to be earned (Rs. 14.00 lakhs
and Rs. 16.00 lakhs respectively)

30,00,000

15,58,32,108

Annexure – III

**PT. DWARKA PRASAD MISHRA INDIAN
INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN & MANUFACTURING JABALPUR
(PDPM-IIITDM J)**

**Minutes
Building & Works Committee
2005/1st Meeting**

Date: June 4, 2005
Time: 1400 Hrs.
Venue: Director's Office
PDPM-IIITDM J
Govt. Engineering College Campus
JABALPUR

पं० द्वारका प्रसाद मिश्र भारतीय सूचना प्रौद्योगिकी अभिकल्पन एवं
विनिर्माण संस्थान जबलपुर

Pt. Dwarka Prasad Mishra Indian Institute of Information
Technology Design & Manufacturing Jabalpur

DIRECTOR'S OFFICE

J. P. Singh
Acting Registrar

IITK Camp Office:
पत्रालय - आई. आई. टी., कानपुर - 208 016 (भारत)
Post Office - I.I.T., Kanpur - 208 016 (India)
Jabalpur Campus :
Near Govt Engineering College, Jabalpur

PDPM-IIITDMJ/B&WC/1/2005
Dt. 18th May 2005

Dear Sir(s):

The 1st Meeting of the Building and Works Committee (B&WC) of Pt. Dwarka Prasad Mishra Indian Institute of Information Technology, Design & Manufacturing Jabalpur (PDPM - IIITDMJ) is scheduled to be held on Saturday, June 04, 2005 at 10.00 AM. at Director's Office PDPM-IIITDM (Govt. Engineering College Campus) Jabalpur.

The Agenda of the said meeting is enclosed herewith.

You are, therefore requested to kindly make it convenient to attend the meeting.

With regards,

Sincerely,


(Jeeb Pati Singh) 18/05/05

Encl: As stated

1. Prof. Sanjay G. Dhande
Acting Director
PDPM-IIITDM, Jabalpur

Chairman

2. Shri Hulas Singh Member
 Director (Technical)
 Ministry of Human Resource Development
 Shastri Bhawan
 NEW DELHI - 110 001

(Nominee of the Central Government)

3. Smt. Ajita Bajpai Pandey Member
 Secretary
 IT Education
 M P Govt.
 Bhopal

4. Prof. Sanjeev Bhargava Member
 Head
 Dept. of MME
 IIT Kanpur - 208 016

(A nominee in place of Dean (P&D))

5. Shri P S Manglani Member
 Superintendent Engineer
 O/c Chief Engineer
 Upper Narmada Zone
 Bargi Hillis, Jabalpur
 Zone - 6

(Nominee of BOG)

6. Shri B K Nema Member
 O/o Superintendent Engineer
 Public Work Dept.
 Jabalpur

(Nominee of BOG)

7. Shri J P Singh Secretary
 Acting Registrar
 PDPM-IIITDM, Jabalpur

Special Invitees :

Shri Rajeev Garg
 Executive Engineer
 IIT Kanpur - 208 016

Pt. Dwarka Prasad Misra Indian Institute of Information
Technology, Design & Manufacturing, Jabalpur

AGENDA
Building & Works Committee
2005/1st Meeting

Table of Contents

Item No.	Item	Annexure PageNo.
B&WC 2005.1.1	Detailed estimate for Construction of boundary wall for the campus of PDPM-IIITDM, Jabalpur (partial length of 4 km).	
B&WC 2005.1.2	Delegation of powers to various officials for building works.	
B&WC 2005.1.3	Appointment of an Architect.	

PDPM-IIIT DM JABALPUR

Minutes Buildings & Works Committee

2005/1st meeting held on Saturday June 4, 2005 at 10.00 AM

Present:

- (i) Prof. S G Dhande -Chairman
Acting Director
PDPM-IIITDM Jabalpur
- (ii) Prof. Sanjeev Bhargava -Member
Head, Dept. MME
IIT Kanpur.
Nominee (In place of Dean PG)
- (iii) Shri B K Nema -Member
Superintending Engineer (Electrical)
Public Works Dept.
Jabalpur
(Nominee of Board)
- (iv) Shri J P Singh -Secretary
Acting Registrar
PDPM-IIITDM Jabalpur

Special Invitees:

- (i) Prof. Phalguni Gupta
Dept. Computer Science & Engineering
IIT, Kanpur
- (ii) Shri Rajeev Garg
Executive Engineer (Civil)
IIT, Kanpur.

At the opening of the meeting the chairman welcomed the members (present in the meeting) and informed that the land for the Institute is to be transferred within a month from the Govt. of M.P. at Mahagawan Village near Dumna air port. On transfer of the proposed land, the first priority for the Institute will be to construct the boundary wall for the campus of PDPM-IIITDM Jabalpur for security purpose as there is forest around the proposed campus. The Institute has to complete the basic requirements for construction and development of the new campus so that the Institute may shift in its new campus in a period of two years. Presently, the Institute will function in the premises of Govt. Engineering College (IT Building) initially for two years for which all necessary arrangements have been made.

Then the honorable Chairman took up the agenda items for discussion as per order.

Item No.	Item
B & WC.2005-1.1	Detailed estimates for construction of boundary wall for the campus of PDPM-IIITDM Jabalpur (near Dumna) over 300 acre of land at Mahagawan near Dumna.

The Building and Works Committee had gone in details of the estimates for construction of boundary wall (Perimeter of 4 Km.) for the new campus at Mahagawan near Dumna air port and recommended to the Finance Committee for consideration of the estimated value of Rs. 1,07,65,381/- to meet the probable cost of the said work and its submission for the approval of the Board.

Item No.	Item
B & WC.2005-1.2	Delegation of (financial) powers to various officials for building works

The delegation of financial powers in respect of Building and works to various officials was discussed in the committee. It was informed to the committee that the said delegation of powers for building works to various officials are in practice in IIT Kanpur since long.

The committee observed that there is escalation of cost (increase in cost of items) in construction of building and works in five years. The Institute is completely new where progress of the construction/developmental works is urgently required. The committee also viewed that the delegation of financial powers to the officials was made in IIT, Kanpur about 5-6 years back. The amount approved at IIT, Kanpur is relatively outdated and needs to be enhanced. The details of the proposed enhanced financial powers in case of each official for building works are annexed. (Annex 1)

The Building & Works Committee recommended the Finance Committee for consideration of the revised delegation of Financial Powers to the officials of building works and its submission to the Board for approval. The revised proposed Financial Powers to the officials is placed at Annex 1

Item No.	Item
B & WC.2005-1.3	Appointments of an Architect

It was informed to the Building & Works Committee that publication of pre-qualification notice for the selection of an Architect has been made and for scrutiny and selection, constitution of a committee is needed.

The Building & Works Committee ratified the constitution of the committee as proposed (see agenda papers page 11) for scrutiny and selection/appointment of an Architect for PDPM-IIITDM Jabalpur and recommended to the Finance Committee for its submission to the Board for approval.

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

Secretary

FINANCIAL POWERS IN RESPECT OF BUILDING WORKS
(Civil, Electrical & Air Conditioning)

Building & Works Committee

Nature of powers

Administrative approval and
instruct for original works

Building & Works Committee of BOC

Full Powers for the recommendation of BOC

Minutes approved

Chairman

Building & Works Committee

Responsible to Chief Budget
Responsible to Director

By Director O.S.D.

Full Power

5 lacs

Responsible to
Director

By Director O.S.D.

Full Power

10 lacs

Approved the sanction of the technical
work pertaining to the detailed
plans of work

By Sr.

Full Power

5 lacs

Application for issue of tenders

- a) For works costing upto 5 lacs
- b) For works costing above 5 lacs upto 2.0 crores.

Sr. Chairman
GE/SE/EE Member
SW/ASW Member

Subject to the decision of BOC

**DELEGATION OF FINANCIAL POWERS IN RESPECT OF BUILDING WORKS
(Civil, Electrical & Air Conditioning)**

Sl. No.	Nature of powers	Proposed for recommendation of Building & Works Committee of BOG
1	To accord Administrative approved and expenditure sanction for original works (A/A & E/S a)BOG b)Director c)Dy. Director/O.S.D.	Full Powers on the recommendation of B&WC. 75 Lacs 20 Lacs
2	To sanction minor works and additions to residential and non-residential building in respect of each case. (Chargeable to Plan Budget Residential: a) Director b) Dy. Director/O.S.D. c) SE* Non Residential: a) Director b) Dy. Director/O.S.D. c) SE*	Full Power 5 lacs 20,000/- Full Power 10 lacs 1 lacs
3.	To accord the sanction of the technical matters pertaining to the detailed estimates of works. a) SE* b) EE/Sr. EE	Full Power 5 lacs
4(a)	Scrutiny application for issue of tenders	i) For works costing upto 5 lacs: EE/Sr. EE shall issue tenders to epanelled contractors only ii) For works costing above5.0 lacs & upto 2.0 crores. SE -Chairman EE/Sr. EE -Memebr SW/ASW -Memebr

*SE or equivalent officer as per the decision of BOG.

4(b)	Pre-Qualification of issue of tenders	For works costing 2.0 crores & above By a committee to be appointed by Chairman, B & WC, which will also include SE and a finance personnel of the rank of Dy. Registrar.
5	Committee for opening of tenders	a) for works upto 2.0 lacs i) EE/Sr. EE -Chairman ii) ASW -Member iii) concerned AE -Member iv) IWD Accountant -Membr b) For works above 2.0 lacs i) SE*-Chairman ii) SW/ASW-Member iii) Concerned EE/Sr.EE Member iv) IWD-Accountant-Member
6	Acceptance of lowest tender with or without negotiation i) B&WC ii) Director iii) Dy. Director iv) SE* v) EE/Sr. EE	Full power 75.00 lacs 20.00 lacs 10.00 lacs 5:00 lacs
7	Award of work on work orders without call of tenders. a) SE* b) EE/Sr. EE	1.00 lacs 50,000.00
Annual limit for forward of work on work orders by negotiations shall be limited to Rs. 20 lac per division per annum for SE and Rs.10 lacs fro Sr. EE/EE.		
8	To pass excess over estimates: a) B & WC b) Director c) Dy. Director/ O.S.D. d) SE e) EE/Sr. EE	Full powers Upto 75 lacs with excess upto 10% of sanctioned amount. Upto 20 lacs with excess upto 10% of sanctioned amount. Upto 10 lacs with excess upto 10% of sanctioned amount. Upto 5 lacs with excess upto 10% of sanctioned amount.

*SE or equivalent officer as per the decision of BOG.

9	<p>Administrative approval of detailed estimate in respect of maintenance & repair works within allocated budget (chargeable to non-plan budget)</p> <p>a) Director b) Dy Director/ O.S.D. c) SE* d) EE/Sr. EE</p>	<p>Full power 20 lacs 10 lacs 5 lacs</p>
10	<p>To accord sanction to extra/substituted items.</p> <p>a) Director b) Dy Director/ O.S.D. c) SE d) EE/Sr. EE</p>	<p>Full power</p> <p>10 lacs in respect of both schedule and non-schedule items</p> <p>5 lacs in respect of both schedule and non-schedule items in addition to the powers of EE/Sr. EE but value of contract not to be exceeded by 5%</p> <p>50,000 /- in respects of schedule and agreements items only. In respect of other items:- 25% of contract value subject to a ceiling of 50,000/- beyond this sanction of SE would be necessary.</p>
11	<p>Award of additional quantities against abnormally high / low rates items, variations below the schedule rate dully enhanced to the extent of cost.</p> <p>a) Director b) Dy. Director/ O.S.D. c) SE* d) EE/Sr. EE</p>	<p>Full power 10 lacs 2 lacs 50,000/-</p>
12	<p>Running & final bills of contractors.</p> <p>a) EE/Sr. EE</p>	<p>i) EE/Sr. EE to pass pay order on all the bills. He shall bear full responsibility for passing the bills of the contractors.</p> <p>ii) SE* to counter sign all bills which are passed by EE/Sr. EE in respect of all contracts over 10 lacs.</p>

*SE or equivalent officer as per the decision of BOG.

13	Pre audit of bill	<p>i) First bill, every alternate running bill and final bill of contract agreements, amounting to Rs. 5.00 lacs and above to be pre-audited</p> <p>ii) Final bill of all works, above 50,000/- and upto Rs.5.00 lacs to be pre-audited.</p>
14	To approve survey reports and accept highest tenders/bids for disposal of unserviceable materials (except equipments) a) Dy. Director b) SE	Full power Upto 2.00 lac
15	Local purchase of stores. a) Director b) Dy. Director/ O.S.D. c) SE d) EE/Sr.EE	<p>Full powers within budget allocation.</p> <p>₹ Lacs per supply order within budget allocation subject to a single item not exceeding an amount of 1.00 lac.</p> <p>1.00 lacs per supply order within budget allocation subject to a maximum of 5.00 lacs per annum per division in addition to the powers of EE.</p> <p>50,000/-per supply order within budget allocation subject to a maximum of 2.00 lacs per annum.</p>
16	Powers for grant of extension of time and levy of compensation. a) SE* b) EE/Sr.EE	<p>Full powers</p> <p>a) Full powers in respect of works upto 2.00 lacs</p> <p>b) Full powers in respect of individual contracts, amounting to more than 2.00 lac and upto 10 lacs, provided delay is not more than 1/3rd of the stipulated period.</p>

*SE or equivalent officer as per the decision of BOG.

Annexure – IV

Annex - IV

कार्यालय महा प्रबंधक
मध्य प्रदेश ग्रामीण सड़क विकास प्राधिकरण
परियोजना क्रियान्वयन इकाई जबलपुर (म. प्र.)

क्रमांक/ 755 /तक /प्रा.स./2005

जबलपुर, दिनांक 6/08/2005

प्रति,

✓ एकिंटिंग डायरेक्टर
PDPMIITDM
जबलपुर।

विषय :- राज्य शासन द्वारा PDPMIITDM को आबंटित भूखण्ड में से गुजर रही डुमना रोड से गंधेरी ग्राम (प्रधानमंत्री ग्राम सड़क योजना के अंतर्गत) को जोड़ने वाली निर्माणाधीन सड़क के वैकल्पिक मार्ग निर्माण हेतु आवश्यक धन राशि की मांगा।

1. कलेक्टर जिला जबलपुर ने निर्देश दिये है कि PDPMIITDM को डुमना रोड पर आबंटित भूभाग से गुजर रही उपरोक्त सड़क चूंकि भूभाग को दो हिस्सों में बांट कर निकल रही है, अतः इसका वैकल्पिक मार्ग निर्मित किया जावे, जिसका व्यय PDPM IIITDM देगा।

2. इस संबंध में PDPMIITDM के कार्यपालन यंत्री श्री राजीव गर्ग से चर्चा की गई एवं आबंटित भूभाग का उनके द्वारा तैयार कराया गया land plan देखा गया।

3. श्री गर्ग से हुई चर्चानुसार निम्न विकल्प उभरा :-

3.1 वैकल्पिक सड़क को PDPMIITDM को आबंटित भूभाग के खसरा/सर्वे नं. 81 के दाहिने परिधि पर (आबंटित भूभाग में) निर्मित करते हुये तथा 81 एवं 85 सर्वे नं. को जोड़ने वाले सकरे भूभाग से इसे क्रॉस कराते हुए, खसरा/सर्वे नं. 85 की दाहिनी परिधि पर (भूभाग में ही) निर्मित करते हुए ग्राम गंधेरी हेतु पूर्व से निर्मित हो रहे रोड में जोड़ दिया जावे।

4. उपरोक्त चर्चानुसार आंकलन करने पर निम्न स्थिति उभरती है :-

4.1 PDPMIITDM को आबंटित भूभाग में विद्यमान सड़क की 1800मी लंबाई आ रही है, जो GSB स्तर तक निर्मित है तथा इस सड़क लंबाई को आगे डामरीकृत स्तर तक पूर्ण करने का, विभाग के पास 10.80 लाख उपलब्ध है।

4.2 वैकल्पिक मार्ग जो PDPMIITDM के भूभाग की परिधि में बनना है, कि वैकल्पिक लंबाई 2.60 किमी आंकलित होती है, जिसकी नये रोड की पुल पुलियों सहित वर्तमान अनुमानित लागत रू. 57.20 लाख होती है।


4.3 विभाग के पास वर्तमान सड़क के WBM एवं डामरीकरण का बच रहा रू. 10.80 लाख, नई सड़क की लागत रू. 57.20 लाख में से कम करने पर, इस विभाग को रू. 46.40 लाख की अतिरिक्त आवश्यकता होगी।

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5. यहां उल्लेख है कि ग्राम गधेरी के ग्रामीणों को आवागमन हेतु अन्य कोई भूमि/सड़क उपलब्ध नहीं है। अतः PDPMIITDM को आंबटित भूभाग की परिधि में औसतन 40 फूट चौड़ी जमीन उपलब्ध करानी होगी तभी ग्रामीणों के आवागमन हेतु सड़क बन पायेगी।

अनुरोध है इस बावत आवश्यक आंबंटन उपलब्ध कराने का कष्ट करें।

सद्वर :- सख्त मानसिद्ध


6/8/05
(एच.पी.शिवहरे)

महा प्रबंधक

मध्य प्रदेश ग्रामीण सड़क विकास प्राधिकरण
परियोजना कियान्यवयन इकाई, जबलपुर
Cell - 9425112018
Phone- 0761-2626608

क्रमांक/ /तक /ग्रा.स./2005 जबलपुर, दिनांक /08/2005

- प्रतिलिपि :- 1. श्री अशोक शाह मुख्य कार्यपालन अधिकारी मुख्य कार्यपालन अधिकारी म.प्र. ग्रामीण सड़क विकास प्राधिकरण भोपाल की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
2. श्री संजय दुबे कलेक्टर जिला जबलपुर की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।


महा प्रबंधक

मध्य प्रदेश ग्रामीण सड़क विकास प्राधिकरण
परियोजना कियान्यवयन इकाई, जबलपुर



कार्यालय महा प्रबंधक
मध्य प्रदेश ग्रामीण सड़क विकास प्राधिकरण
परियोजना क्रियान्वयन इकाई जबलपुर (म. प्र.)

क्रमांक/ 839 /तक61 /या.स./2005

जबलपुर , दिनांक 18/08/2005

प्रति,

एक्टिंग डायरेक्टर
PDPM III TDM
जबलपुर।

विषय :- राज्य शासन द्वारा PDPM III TDM का आबंटित भूखंड में से गुजर रही दुमना से गधेरी ग्राम (प्रधान मंत्री ग्राम सड़क योजना के अंतर्गत) को जोड़ने वाली निर्माणाधीन सड़क में वैकल्पिक निर्माण हेतु आवश्यक धन राशि के संबंध में।

संदर्भ :- इस कार्यालय पत्र क्र./755/तक/यास/05 जबलपुर दिनांक 6.8.2005।

उपरोक्त विषयांतर्गत संदर्भित पत्र का अवलोकन करने का कष्ट करें। संदर्भित पत्र द्वारा आपको निर्माणाधीन सड़क के वैकल्पिक मार्ग के निर्माण हेतु विभागा को रु. 46.40 लाख की अतिरिक्त आवश्यकता से अवगत कराया गया है। कृपया उक्त राशि शीघ्र पी. आई. यू. के प्रथम बंक खाते में जमा करने का कष्ट करें। जिससे अग्रिम कार्यवाही की जा सके।

(पी. एस. शर्मा)
महाप्रबंधक 18/8/05

म. प्र. ग्रामीण सड़क विकास प्राधिकरण
परियोजना क्रियान्वयन इकाई जबलपुर
जबलपुर , दिनांक 18/08/2005

क्रमांक/ /तक61 /या.स./2005

प्रतिलिपि:-

1. कलेक्टर जबलपुर की ओर संदर्भित ज्ञापन के निरन्तरता में सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
2. मुख्य महाप्रबंधक II म. प्र. या. स. वि. प्रा. भोपाल की ओर उनके ज्ञापन क्र. 5314 / 22 / वि-12 /यास/दिनांक 6.8.05 के तारतम्य में सूचनार्थ।

सं/

महाप्रबंधक

म. प्र. ग्रामीण सड़क विकास प्राधिकरण
परियोजना क्रियान्वयन इकाई जबलपुर

Annexure – V

MEMO FORWARDING TENDERS TO BUILDING & WORKS COMMITTEE
(Reference Para 20.4.2 of CPWD Manual Volume-II)

1. Name of work:

Construction of brick masonry boundary wall (2.10 Mtr. height) of PDPM-IIITDM Jabalpur (Partial Length 4.00 Km).

2. Reference to Administrative Approval and Expenditure Sanction:

A/A & E/S has been accorded by Board of Governors in its meeting held on June 04, 2005 for an amount of Rs. 10765381.00 (Rupees: One Crore Seventy Six Lacs Five Thousand Three Hundred Eight One Only).

3. Reference to Technical Sanction:

Technical sanction was accorded by the Superintending Engineer for an amount of Rs. 10765381.00 (Rupees: One Crore Seventy Six Lacs Five Thousand Three Hundred Eight One Only).

4. Reference to Publicity:

4.1 An advertisement was inserted in the newspaper:

- i) Dainik Bhashker, Dated 04.08.2005 (All Edition, in M.P.)

4.2 In response to the said advertisement 16 nos. applications from contractors were received before the due date on 12.08.2005. Out of these, 10 nos. applications were rejected as they do not fulfilling the conditions of N.I.T.

4.3 Particulars of contractors to whom tenders were sold

Sl. No.	Name of contractors	Class of Registration	Department in which Enlisted	Date of issue	Remark
1	M/s. Anil Kumar Grower	A-5	MP PWD	18.08.05	
2	M/s. Shraddha Interiors	III	MP PWD	18.08.05	
3	M/s. Balaji Construction	III	MP PWD	18.08.05	
4	M/s. S.K. Builders	S	MES	18.08.05	
5	M/s. S.K. Construction	A-4	MP PWD	18.08.05	
6	M/s. M.K.S. Engineering (P) Ltd	IV	MP PWD	18.08.05	

5. Reference to Approval of Tender documents:

- i) Authority Superintending Engineer
ii) Estimated cost put to tenders Rs. 8958452/-

6. Detail of the present call

- i) Date of issue of tender 12.08.2005
ii) No. of tenders sold 6 Nos.
iii) No. of tender received 4 Nos.
iv) Name of the lowest tenderer M/s. Anil Kumar Grower
v) Amount of lowest tender Rs. 8145640/-

- 11/08/2005
- vi) Date & time at which tenders were due to be received 23.08.2005 at 12.00 hrs
- vii) Date & time at which tenders were opened 23.08.2005 at 12.30 hrs
- viii) Members of the committee who opened the tenders
 i) Shri J.P. Singh Registrar
 ii) Shri Rajeev Garg -SE
 iii) Shri V.N. Bapat
- ix) Contractors present at the time of opening of tenders
 i) M/s. Anil Kumar Grower,
 ii) M/s. Shraddha Interiors,
 iii) M/s. Balaji Construction
 v) M/s. S.K. Builders.

7. Comparative position of tenders who tendered for the job:

- i) Estimated cost put to tender: Rs. 8958452.00 (Rupees: Eighty Nine Lacs Fifty Eight Thousand Four Hundred Fifty Two Only)

Sl. No.	Name of contractor	Tendered amount	%above estimated cost	Rebate if any.	Conditions if any
1	M/s. Anil Kumar Grower	Rs 8145640/-	(-) 9.07% below	Nil	Nil
2	M/s. Shraddha Interiors	Rs 8309152/-	(-) 7.25% below	Nil	Nil
3	M/s. Balaji Construction	Rs 8901720/-	(-) 0.63% below	Nil	Nil
4	M/s. S.K. Builders	Rs 11418368/-	27.46% above	6%	Nil

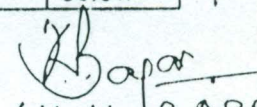
8. Date on which the validity of tenders expires on: (60 days from the opening of tender)

9. i) Justification of tender based on Market Rate Analysis:

Sl. No.	Class of work	Estimated cost of work	Estimated cost of analysed items	% items analysed	Justified amount of analysed items	%justified above EC
1	Civil work	8958452.00	8958452.00	100%	8688892.00	3.01% below

10. Remarks of the Superintending Engineer

- i) Availability of site Site is available
- ii) Availability of stipulated materials ----
- iii) Is this is the first call of tender Yes
- iv) Availability of funds Funds are available
 Budget Head: Plan


 (V.N.) BAPAT

v) Any other information Nil
vi) Comments on the tender

The lowest tender of M/s. Anil Kumar Grower is highly competitive. Rates quoted for individual items are reasonable and the overall tender is well within the justification based on market rate analysis.

11. Recommendation of Superintending Engineer

The lowest tender of M/s. Anil Kumar Grower amounting to Rs. 8145640.00 which is - 9.07% below estimated cost of Rs. 8958452.00 is reasonable and recommended for acceptance and award of work

R. Garg
(Rajeev Garg)
Superintending Engineer