

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

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**Minutes of the 23<sup>rd</sup> Meeting of the Building & Works Committee**  
**Held on November 22, 2016 from 1400 hrs.**  
**Venue : Conference Hall of PDPM IIITDM Jabalpur**

The following members were present in the meeting:

Prof. Pramod Kumar Jain Director, PDPM IIITDM Jabalpur	Chairman
Prof. P. N. Kondekar Dean (P&D), PDPM IIITDM Jabalpur	Member
Shri Ajay Singh Chief Engineer (DRDO)	Member
Shri Dhruv Singh MPKVVCL Jabalpur (Representative of Shri Anil K Pandey)	Member
Shri D. M. Gupta IOFS (Retd.) PDPM IIITDM Jabalpur	Special Invitee
Shri R. P. Dwivedi Registrar, PDPM IIITDM Jabalpur	Secretary

<b>B&amp;WC/2016:23.01</b>	<b>Opening remarks by the Chairperson, B&amp;WC.</b>
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Prof. P. K. Jain, Chairperson BWC welcomed all the members. He briefed the members about the progress of various projects executed by the CPWD. Due to paucity of funds in the year 2015 the CPWD has foreclosed the works on "as-is-where-is basis".

After the foreclosure of works, the Institute has asked the CPWD to hand over the construction projects so that the Institute can make the buildings/works functional to avoid any decay of the buildings. Despite the Institute's efforts, CPWD has not yet given any financial closure. The contract agreements, scope of work, quantity of work completed, remaining work, fund spent and remaining funds if any required for the execution of works

are still awaited. The Committee once again directed the Institute to ask these information from the CPWD on priority basis.

A comprehensive list of defects was prepared by the consultants and the same was handed over to CPWD for rectification. Despite our repeated reminders the defects are not rectified. The Committee once again reiterated that the Institute should write to the CPWD asking for number of contracts concluded and how many contracts are in balance. They should also handover the inventories as per the procedure to the Institute. While handing over the projects, the Institute should also ask the Plant Record Books of electrical works, which would be needed by the Institute for giving maintenance work at later stage.

<b>B&amp;WC/2016:23.02</b>	<b>Confirmation of minutes of 22<sup>nd</sup> meeting of the Building &amp; Works Committee (BWC) meeting held on May 3, 2016 and presentation of Action Taken Report on the same.</b>
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The members were circulated the minutes of the 22<sup>nd</sup> BWC meeting. No comments were received from any of the member. The minutes are confirmed.

The Action Taken Report on the decision of the 22<sup>nd</sup> BWC were presented before the Committee. While presenting the following was discussed:

**B&WC/2016:22.06(1):** One of the member advised that while finalizing the contracts for Institute works, the procedure given in the CVC guidelines and CPWD manuals be followed. The essential requirement such as number of works completed, experience of the contractors, turn-over etc. is to be verified by the Institute to ascertain the genuinity.

**B&WC/2016:22.06(2):** The Chairperson, BWC informed the Committee they are in the process of hiring an experienced Civil Engineer as decided in the 22<sup>nd</sup> BWC meeting. The Committee advised that the Institute should hire an experienced Civil Engineer of Superintending Engineer or equivalent level on contract basis for a period of three years which shall be extendable for a further period of two years.

**B&WC/2016:22.06(3):** The Dean (P&D) briefed the Institute about the performance of existing architects. There are some gaps found in their works given as per the agreement. They should fill up these gaps and till then no payment to the architects to be done. Architects shall be asked to perform all the tasks assigned to them in the agreement and support institute in taking over the various buildings.

