

**MINUTES OF THE 90th MEETING OF THE
BOARD OF GOVERNORS HELD ON
16.09.2017**

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INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
MINUTES OF THE
NINETIETH MEETING OF THE BOARD OF GOVERNORS
HELD ON 16th SEPTEMBER 2017

The Ninetieth Meeting of the Board of Governors of the Institute was held on 16.09.2017 in the Board Room of the Institute and the following members were present:

- | | | |
|----|---------------------------|-----------------------|
| 1. | Dr. Rajiv I. Modi | Chairman |
| 2. | Prof. Gautam Biswas | Director / Member |
| 3. | Prof. M. K. Chaudhuri | Member |
| 4. | Mr. Vikeduosie Kehie | Member |
| 5. | Mr. Pydah Venkatanarayana | Member |
| 6. | Prof. Chitrlekha Mahanta | Member |
| 7. | Prof. Anoop K. Dass | Member |
| 8. | Mr. U. C. Das | Registrar / Secretary |

Chairman, BOG, Dr. Rajiv I Modi attended the meeting through Video Conferencing from Ahmedabad.

Prof. D. B. Goel, Dr. Chitra Dutta and Commissioner & Secretary to the Govt. of Assam Higher Education Department could not attend the meeting due to their prior engagements and they were granted leave of absence.

The Chairman welcomed all the members of the Board to the meeting including Mr. Vikeduosie Kehie who has been newly nominated as one the members of the Board by the Government of Nagaland.

The agenda for the day was taken up as below:-

SECTION - A: Confirmation of Minute, Action Taken Report & Presentation

Item No. 1

Confirmation of the Minutes of the 89th Meeting of the Board of Governors of the Institute held on 22.06.2017:

The Eighty Ninth Meeting of the Board of Governors of the Institute was held on 22.06.2017 in the Conference Room of the Institute Guest House. The Minutes of the meeting was circulated amongst the members of the Board for their comments / observations, if any. No comment has been received from any member of the Board.

The Board was requested to consider and confirm the Minutes of the 89th Meeting of the Board held on 22.06.2017.

The Board resolved as below:

Resolution No:R_90BOG/01/2017

RESOLVED that the Minutes of the 89^h Meeting of the Board of Governors of the Institute held on 22.06.2017 as at **Annexure-1(not enclosed as already uploaded)** be **CONFIRMED**.

Item No. 2

Action taken report of the decisions of the 89th Meeting of the Board of Governors of the Institute held on 22.06.2017:

Action taken report on the decisions of the 89th Meeting of the Board of Governors of the Institute held on 22.06.2017 was placed before the Board for consideration and the Board was requested to note. The Board was informed that action in respect of the decision were taken and/or noted for future compliance, as applicable and as resolved.

The Board discussed and resolved as below:

Resolution No:R_90BOG/02/2017

RESOLVED that the actions taken on the decisions of the 89th Meeting of the Board of Governors held on 22.06.2017 be **NOTED** as reported.

Item No. 3

A Presentation by the Director on "Rejuvenating Academic Pursuit and Governance" of the Institute:

The Director of the Institute gave a presentation on the topic "Rejuvenating Academic Pursuit and Governance" of the Institute.

The Board was requested to note

The Board discussed and **NOTED** as below:

Resolution No:R_90BOG/03/2017

RESOLVED that the steps taken by the Institute for better governance as represented through the presentation be **NOTED**.

Further, the Board **OPINED** that the responsibilities entrusted to various officials should be more specific so that they know about their roles in the setup of the Institute. This in turn will enhance the accountability in respect to the employees in case of any task to be undertaken.

SECTION- B: Administrative items requiring approval of the Board

Item No. 4

Approval to the Minute and recommendations of the Thirty Sixth Meeting of the Finance Committee held on 16.09.2017:

The Thirty Sixth Meeting of the Finance Committee of the Institute was held on 16.09.2017 preceding the Board meeting. In terms of the Section 5 (7) of the Statute, the Minute and recommendations of the Committee was conveyed to the Board. There were 10 (ten) agenda Items which were placed before the Finance Committee, which are as follows:

A: Reporting Items:

1. Confirmation of the Minutes of the 35th meeting of the Finance Committee held on 23.03.2017.
2. Action Taken Report on decision of 35th Finance Committee meeting held on 23.03.2017.
3. Review of the expenditure under Capital and Revenue Expenditure Head for the Financial Year 2017-18 (upto 31.08.2017)

4. Report on the status of C&AG Audit
5. Presentation of the Internal Audit Report.

B: Items for Consideration:

6. Carry forward of unspent Balance of 2016-17
7. Revised estimates for the financial year 2017-18
8. Proposal of works under Higher Education Funding Agency (HEFA):
9. Financial Sanction for the works recommended by Building & Works Committee (B&WC)
10. Appointment of an Internal Auditor of the Institute for the year 2017-18

The decision of the Finance Committee was conveyed to the members of the Board item wise by the Registrar, who is also the ex-officio Secretary of the Finance Committee.

The Board was requested to consider the Minute and recommendations of the Finance Committee.

The Board considered and deliberated on the Finance Committee decision and resolved as below:

Resolution No:R_90BOG/04/2017

Resolved that the Minute and the recommendation of the 36th meeting of the Finance Committee held on 16.09.2017 be **APPROVED**. A copy of the Minutes is enclosed as **Annexure-2**(p.39-48).

Item No.5

Approval to the Proposal for Works under Higher Education Funding Agency(HEFA):

MHRD vide Letter F. No. 16-2/2017-TC, dated 16-08-2017 has communicated that the Higher Education Funding Agency (HEFA) set up by the Govt. of India for financing the infrastructure projects in the Centrally Funded Institution has become operational, with Canara Bank as the promoter. The Credit Policy framework defining the

modalities for financing project have also been provided. It is also advised vide MHRD's Letter F. No. 35-4/2017-TS.I, dated 05-09-2017 to send the proposals to HEFA after taking approval from the Finance Committee and Board of Governors of the Institute. The copies are enclosed at **Annexure – 3**(pg.49-56)

Accordingly, the Institute proposed to submit the following project proposals to HEFA, the administrative approval of which were already accorded by the Board of Governors of the Institute.

(₹ in Lakh)

Sl. No	Name of the Works	Completion time	Total Estimated Cost	Financing from HEFA (80% of cost)	Financing from MHRD (20% of cost)
1	Construction of 160 unit of F-type residential tower (Approved in 78 th BoG dated 27-10-2014 for ₹9741.27 Lakh) / to be placed for addl. Approval in 90 th BoG to be held on 16-09-2017)	3 years	13724.58	10979.66	2744.92
2	Extension of Academic Complex Ph-VI (CET & CIF) Building (Approved in 85 th BoG dated 21-06-2016)	2 years	4101.49	3281.19	820.30
TOTAL			17826.07	14260.86	3565.21

It is contemplated to take 80% of cost of the Project from HEFA and remaining 20% will be finance from the regular Grants-in-Aid (Capital) from the MHRD.

As per the Credit Policy framework, the loan amount is to be refunded in 10 years from the Internal Resources Generation (IRG) of the Institute. Accordingly, a budget provision of **₹1430.00** Lakh has been made in the Revised Estimates (Revenue) under Account Code: 95 to be escrowed to HEFA for the Current Financial Year 2017-18 for the above mentioned two projects.

This matter was also put up before the 36th FC for financial sanction and recommendation to the Board.

The matter was put up before the Board for its consideration and approval.

The Board discussed and while approving the present proposal of applying for loan from HEFA amounting to ₹143.00 crore opined that the Institute should explore the possibility of taking at least a loan of around ₹250 Crore for its upcoming infrastructure projects.

Resolution No:R_90BOG/05/2017

RESOLVED to APPROVE the recommendation of the Finance Committee to submit following project proposals to HEFA.

Sl. No.	Name of the Works	Completi on time	Total Estimated Cost	Financing from HEFA (80% of cost)	Financin g from MHRD (20%of cost) in Lakhs
1	Construction of 160 unit of F-type residential tower (Approved in 78 th BoG dated 27-10-2014 for ` 9741.27 Lakh) / placed for addl. Approval in 90 th BoG held on 16-09-2017)	3 years	13724.58	10979.66	2744.92
2	Extension of Academic Complex Ph-VI (CET & CIF) Building (Approved in 85 th BoG dated 21-06-2016)	2 years	4101.49	3281.19	820.30
TOTAL			17826.07	14260.86	3565.21

RESOLVED further that the Institute explore the possibility of taking at least a loan of around ₹250 Crore from HEFA for its upcoming infrastructure projects.

Item No.6

Approval to the proposal for mode for procurement of furniture:

The Board was informed that in its 42nd Meeting held on 29.05.2005 vide Resolution No R 42/15/2005 resolved that procurement of furniture from M/s Godrej be continued based on the recommendation of a Technical Committee regarding nature of the

furniture to be procured from Godrej and in other cases procurement be made through tendering process.

As this mode of purchase has been adopted for more than 10 years, a committee was constituted by the Competent Authority to revisit the BOG Resolution and formulate modalities for the purchase of furniture from other vendors.

As a part of the process, committee invited Expression of Interest (EOI) through advertisement from the interested vendors for establishing rate contract on catalogue price of the manufacturer /dealers. Consequently, evaluation was carried out and the report was submitted. The committee recommended names of vendors with whom annual rate contract is to be entered into. The recommendation of the Committee is given at **Annexure-4**(pg.57-60).

In view of above, the Board was requested to consider and approve the following:

1. Revoking the earlier Resolution No R 42/15/2005 dated 29.05.2005.
2. Approval for the mode of purchase of furniture in future:
 - a) By entering into Annual Rate Contract Agreement.
 - b) If found necessary, allowing purchase outside the rate contract by following normal purchase procedure.

The Board discussed and resolved as below:

Resolution No:R_90BOG/06/2017

RESOLVED to **APPROVE** the proposal of revoking of the earlier Resolution No. R 42/15/2005 dated 29.05.2005.

RESOLVED further to **APPROVE** the following mode of purchase of furniture in future without however compromising on the quality:

- a. By entering into Annual Rate Contract Agreement as proposed.
- b. If found necessary, allowing purchase outside the rate contract by following normal purchase procedure. In all such cases, the quality as per requirement of the Institute should be maintained.

Item No. 7

Approval to the revised rates of Licence fees for the quarters allotted to the faculty members and staff of the Institute:

The Board was informed that in terms of the OM of Government of India, Directorate of Estates, vide O.M.No.18011/1/2013-POL.III dated 21.11.2013 and subsequent approval of the Board in its 78th Meeting held on 27.10.2014, the rate of Licence fees for the accommodation provided to the employees of the Institute was last revised w.e.f. 01.07.2013. Now the Govt. of India, Director of Estates, vide O.M. No. 18011/2/2015 – Pol.III dated 19.07.2017 as at **Annexure –5** (pg.61-64) has further revised the amount of the Licence fees for accommodation provided to the Central Government employees throughout the country with effect from 01/07/2017. The revised rates of the Licence fee as applicable to this Institute were circulated amongst the members showing the existing rates:

In terms of the above, it was proposed to implement the revised rates of the Licence fee as applicable to this Institute as per the referred OM with effect from 01/07/2017.

The Board was requested to consider and approve with effect from 01.07.2017.

The Board Discussed and resolved as below:

Resolution No:R_90BOG/07/2017

RESOLVED to APPROVE the revised rate of Licence Fee for the quarters allotted to the faculty members and staff of the Institute as below w.e.f. 01.07.2017:

Type of Quarters	Area in sq.m.	Existing Rate of Licence Fee p.m. (in ₹)	Revised Rate of Licence Fee p.m. (in ₹)
A	46.0	310.00	310.00
B	69.0	500.00	640.00
C	86.0	625.00	680.00
D	103.5	875.00	1190.00
E	138.0	1065.00	1270.00
F	181.0	1565.00	1870.00

Item No. 8

Grant of deputation to Mr. Dibya Jyoti Goswami, Joint Registrar (Admn.) of the Institute to National Law University and Judicial Academy as its Registrar:

Mr. Dibya Jyoti Goswami, Joint Registrar, Administration of the Institute has been offered a post of Registrar of the National Law University and Judicial Academy (NLUJA), Assam located at Guwahati. The Vice Chancellor of the University has made a request to the Director of the Institute to spare the services of Mr. Goswami on deputation basis for a period of three years.

As per the letter dated 21.07.2017, Government of Assam has also approved the appointment of Mr. Goswami on deputation basis. The NLUJA is a sister organisation of ours and a neighbouring Institute promoted by the Government of Assam. The Board was informed that we being a premier Institute of this North Eastern region and perhaps owe some responsibility to support such Institute of this region both academically and administratively.

In terms of the above, the Board was requested to consider the request of the Vice Chancellor of NLUJA, Assam and approve grant of deputation to Mr. Goswami initially for 3 years to enable him to join the University as its Registrar.

The Board was requested to consider and approve.

Resolution No:R_90BOG/08/2017

RESOLVED to **APPROVE** grant of deputation to Mr. Dibya Jyoti Goswami, Joint Registrar (Admn.) of the Institute to National Law University and Judicial Academy initially for 3 years to enable him to join the University as its Registrar under general terms and conditions of deputation.

Item No. 9

Grant of deputation to Mr. Sanjay Mandal, Assistant Registrar (Research & Development) of the Institute to IIIT Bhagalpur as its Deputy Registrar:

Indian Institute of Information Technology Bhagalpur has been established this year and it has started its academic programme with effect from August 2017 which has been mentored by our Institute following an instruction from the Govt. of India, Ministry

of HRD. Since IIIT Bhagalpur is a new institute, it has an immediate requirement of experience officers and staff. In the absence of any sanctioned post in the Institute, it has no alternative but to appoint officers and staff on contract or deputation only. In terms of this, it was decided to release an advertisement amongst the older IITs, NITs and other reputed educational Institutes for recruitment on deputation and / or contract basis.

In response to this, Mr. Sanjay Mandal, Assistant Registrar working in the Research & Development Section of the Institute applied for the post of Deputy Registrar with GP ₹7600/-. Mr. Mandal is presently working as an Assistant Registrar in the R&D section of IIT Guwahati. There was no other application from the Institute. So, it was decided to appoint Mr. Mandal as Dy. Registrar of IIIT Bhagalpur. But since there is no sanction post yet, Mr. Mandal need to be granted deputation. A request from the Officiating Director of IIIT Bhagalpur has also been received to this effect.

In terms of the above, the Board was requested to grant deputation initially for a period of two years to Mr. Sanjay Mandal, Assistant Registrar, IIT Guwahati to enable him to join IIIT Bhagalpur as Deputy Registrar.

The Board discussed and resolved as below:

Resolution No:R_90BOG/09/2017

RESOLVED to **APPROVE** grant of deputation to Mr. Sanjay Mandal, Assistant Registrar (Research & Development) of the Institute to IIIT Bhagalpur as its Deputy Registrar initially for a period of two years under general terms and conditions of deputation.

Item No. 10

Approval to the Annual Report of the Institute for the year 2016-17:

As per provision of the Statutes, Annual Report 2016-17 of the Institute is prepared and placed before the Board.

The Board was requested to consider the Annual Report for the year 2016-17. The Board was also requested to authorise the Chairman, BOG to finally approve both the English and Hindi versions of the Annual Report when they are ready from all respect to be sent to Ministry of HRD, Govt. of India for tabling before the Parliament. This

was proposed as the next Board meeting is likely to be held in December 2017 and the last date of submission of these reports to Ministry of HRD is end of November 2017.

The Board was requested to consider and approve.

The Board discussed and resolved as below:

Resolution No:R_90BOG/10/2017

RESOLVED that the Finance Committee and Board of Governors Meetings be held in the month of November 2017 for approval of the Annual Report of the year 2016-17 and the Audited Annual Accounts for the Financial Year 2016-17.

Item No. 11

Approval to the proposal of restructuring of Engineering Section:

The Board was apprised that at present the Institute have a full-fledged Engineering section which looks after the construction as well as maintenance activities within the Institute Campus. Presently, 20 Engineers are working in the section under different capacities ranging from Junior Engineer to Superintending Engineer. However, though there exist recruitment rules for different posts, the structure of the section and the promotional avenues are not well defined.

As such the structure of the Engineering cell of the Institute needs a relook so that the present group of technical person engaged in the section have a clear understanding of their promotional avenue within the section.

Further, the Institute does not have a sanctioned position for the post of Chief Engineer who generally acts as overall head of the section. In IIT Kharagpur, there exist a post of Chief Engineer in the grade pay of ₹10000. In similar lines it is proposed that a post of Institute Engineer be created in IIT Guwahati as well.

As a part of the restructuring proposal and to provide promotional avenues to its officials in the Engineering section and to strengthen the section with addition of

manpower a structure was proposed for Engineering section which was circulated amongst the members of the Board.

The recruitment rules of the existing positions are already approved by the Board of the Institute, but the proposed Recruitment Rules for the new posts which are proposed to be created for restructuring was circulated amongst the members of the Board.

The Board was requested to consider and approve the above proposal.

The Board discussed and decided as below:

Resolution No:R_90BOG/11/2017

RESOLVED to APPROVE the proposal of restructuring of Engineering section as below:

Name of the post	Grade pay	Mode of recruitment	No. of posts	Remarks
Group C				
Electrical Supervisor	2000	Direct	1	Newly proposed post.
Plumbing Supervisor	2000	Direct	1	-do-
Sewage supervisor	2000	Direct	1	-do-
Total posts in Group C			3	
Group B				
Draughtsman	4200	Direct	1	Newly proposed post.
Junior Engineer	4200	Direct	12	Including 4 newly proposed posts
Asst. Engineer	4600	By promotion (100%)		
Sr. Asst. Engineer	4800	By promotion (100%)	6	
Sr. Asst. Engineer Gr. I	5400	By promotion (100%)		
Total posts in Group B			19	
Group A				
Assistant Executive Engineer	5400	Direct or deputation (50%) By promotion (50%)	7	
Executive Engineer	6600	By promotion (100%)	3	

Additional Superintending Engineer	7600	By promotion (100%)	2	Newly proposed posts.
Superintending Engineer	8700	Direct Recruitment	2	
Institute Engineer	10000	Direct Recruitment	1	Newly proposed post.
Total posts in Group A			15	

RESOLVED that the Recruitment Rules proposed for the new post as given at **Annexure-6** (pg.65-70) be **APPROVED**.

Item No.12

Approval to the recommendation of the Senate on the proposal of conducting Supplementary Examination for the students getting F-Grades not due to lack of attendance.

In the presently existing system, a student who gets F (Fail) grade in a compulsory course has to repeat the course again by attending all classes either in the regular semester or in the Summer Term, if it is offered. A student getting F-grade in an elective course needs to repeat the same course again or to do another suitable elective course as replacement.

The Academic departments often face difficulties in offering courses during Summer Term for backlog students. So a proposal to conduct Supplementary Examination for students getting F-grades instead of offering it in Summer Term was discussed in the 111th Meeting of the Senate held on 25-09-2014. Even though the 111th Senate approved the proposal vide Ref: R111/5(c)/2014, there was no common agreement in its implementation methods. Therefore a revised proposal on conducting Supplementary Examination (along with details on method of implementation) for students securing F-grades for poor academic performance (but not due to lack of attendance) was submitted to the Senate. The Senate examined the (revised) proposal in its 129th meeting, held on 18.08.2017, and recommended it with certain modifications for approval of the Board. The revised proposal as recommended by the 129th Senate is given in **Annexure-7** (pg.71).

The Board was requested to consider and approve the recommendation of the Senate on the proposal of conducting Supplementary Examination for the students getting F-Grades not due to lack of attendance.

The Board discussed and resolved as below:

Resolution No:R_90BOG/12/2017

RESOLVED that the recommendation of the 129th Senate on the proposal of conducting Supplementary Examination for the students getting F-Grades not due to lack of attendance as placed at Annexure-8 be **APPROVED**.

Item No. 13

The Status Report on Faculty Reservation and de-reservation of un-filled posts for the year 2017-2018:

The 2nd Meeting of the reconstituted Standing Committee of IIT Council (SCIC) held on 11/2/2008 recommended reservation for SCs, STs and OBCs in direct recruitment of Faculty. The matter was put up in the 53rd, 54th and 58th Meetings of the Board held on 22/5/2008, 5/9/2008 and 6/9/2009, respectively. The Board agreed with the decision of the Directors of all the IITs to seek exemption for IITs from reservations for faculty recruitment. However, the Board approved the following methodology for implementing reservations for all departments of the Institute, in case exemption is not agreed to, after the appeal is made by all the IITs.

- (i) In beginning of every academic year (July), the Institute will announce the number of positions to be filled up at the Assistant Professor level across all departments in the institute in the year. This number will depend on the number of total vacancies (based on a student: faculty ratio, as specified from time to time) and the needs of positions at various levels.
- (ii) Reservations of 15%, 7½% and 27% reservation for SCs, STs and OBCs, respectively shall be applied to the positions so announced and selection committees shall interview candidates as per current norms and make appointments against the positions, keeping in mind the reservations, and the appointments already made through earlier selection committees in the year.

- (iii) At the end of the year, all reserved positions that are not filled will be “de-reserved” and be available for filling up in the general category in the next year. For the next year, besides these positions that are “de-reserved”, new positions will be declared as per (i) above.

Accordingly, Faculty positions for the year 2016-17 and proposed for the year 2017-18 is placed before the Board below. While preparing the following status of faculty positions all posts are assumed to be filled by Assistant Professors and adjustments are to be made when higher level recruitments take place.

Status Report on Faculty reservation and de-reservation of un-filled posts for the year 2016-2017 and proposal for the year 2017-2018

Year 2015-16 :

A	Number of Students (as on 30.06.15)	5186				
B	Number of Faculty Position (1:10)	519				
C	Number of Faculty as on 30.06.2015	380				
Reservation Status						
		Total	GEN	OBC	SC	ST
D	Carry-over Positions	111	111	0	0	0
E	New Positions (B-C-D)	28	15	7	4	2
F	Available Positions (D+E)	139	126	7	4	2
G	Filled up Positions 30.06.15	34	30	2	2	-
H	Vacant Position (F-G)	105	96	5	2	2

Year 2016-17 :

A	Number of Students (as on 30.06.16)	5496				
B	Number of Faculty Position (1:10)	550				
C	Number of Faculty as on 30.06.2016	408				
Reservation Status						
		Total	GEN	OBC	SC	ST
D	Carry-over Positions	105	105	0	0	0
E	New Positions (B-C-D)	37	18	10	6	3
F	Available Positions (D+E)	142	123	10	6	3
G	Filled up Positions 30.06.16	33	32	1	-	-
H	Vacant Position (F-G)	109	91	9	6	3

Year 2017-18 :

A	Number of Students (as on 30.06.17)	5770				
B	Number of Faculty Position (1:10)	577				
C	Number of Faculty as on 30.06.2017	420				
Reservation Status						
		Total	GEN	OBC	SC	ST
D	Carry-over Positions	109	109	0	0	0
E	New Positions (B-C-D)	48	24	13	7	4
F	Available Positions (D+E)	157	133	13	7	4
G	Filled up Positions 30.06.16	24	22	1	1	0
H	Vacant Position (F-G)	133	111	12	6	4

The Board was requested to consider the Status Report on Faculty Reservation and de-reservation of un-filled posts for the year 2017-2018 and approve.

The Board discussed and resolved as below:

Resolution No:R_90BOG/13/2017

RESOLVED that the Status Report on Faculty reservation and de-reservation of un-filled posts for the year 2017-2018 and proposal for the 2016-2017 be **ACCEPTED** as reported.

Item No.14

Starting of a Research Centre on Sports and Healthcare Engineering:

The Board in its 88th Meeting vide resolution R_88BOG/26/2017, resolved to ratify the approval of the Director on Starting of a Service centre called Research Centre on Sports and healthcare Engineering in the Institute.

However the Senate in its meeting held on 18.08.2017 opined that as per Statute, the Board may establish Schools or Centres of research on the recommendation of Senate .Therefore even the proposal of Starting of a Research Centre on Sports and Healthcare Engineering is a service centre and not academic center, it should have been routed through Senate before placing it in the Board.

As such the Board was requested to refer this matter to the Senate of the Institute for

further discussion after which it will be again put up in the Board with recommendation of the Senate.

The Board discussed and resolved as below:

Resolution No:R_90BOG/14/2017

RESOLVED that the proposal to refer the matter of Starting of a Research Centre on Sports and Healthcare Engineering to the Senate of the Institute be **APPROVED**.

RESOLVED further that after discussion in the Senate, it will be again put up in the Board with recommendation of the Senate for approval.

SECTION- C: Items on works for Administrative approval of the Board

Item No.15

Accord of administrative approval for the estimate of site developments work at the open space in between Kendriya Vidyalaya, IITG and Brahmaputra Hostel.

The B&WC in its 82nd meeting held on 05.09.2017 considered and approved the estimate for site development work at the open space in between Kendriya Vidyalaya, IITG and Brahmaputra Hostel.

The estimate was prepared on the basis of recently approved rate of similar work at the campus and the estimated cost comes to ₹ 393.82 lakhs. The committee approved the estimate and considering 10% increase in estimated amount for future escalation, recommended ₹ 433.20 lakhs for administrative approval.

The matter was also placed before the 36th Finance Committee which was held preceding the Board meeting for financial sanction.

The Board was requested to consider and accord administrative approval for ₹ 433.20 lakhs.

The Board discussed and resolved as below:

Resolution No:R_90BOG/15/2017

RESOLVED to **ACCORD** administrative approval for ₹ 433.20 lakhs for site developments work at the open space in between Kendriya Vidyalaya, IITG and Brahmaputra Hostel.

Item No. 16

Accord of administrative approval for the modified estimate of construction of F-type residential towers.

The BoG in its 78th meeting held on 27.10.2014 accorded Administrative approval of ₹ 11,690.00 Lakhs based on the recommendation of the B&WC taken in its 75th meeting held on 09.07.2014.

A site near the D-type quarters in the eastern side of the campus was selected for the proposed construction. The B&WC in its 77th meeting held on 24.03.2015 approved the new site, estimates of the site development and sub-soil investigation. The B&WC advised to place the modified estimate along with the design and drawings prepared by the consultant based on the SSI report of the new site in the subsequent meeting for broad checking and approval.

The consultant has submitted the design and drawings along with the modified estimate. The abstract of modified estimate is as follows :

Sl. No.	Particulars	Amount (₹)
1	Part - A : Building works	1162023626.25
2	Part - B : Internal Sanitary & Water Supply Installation	59266042.93
3	Part - C : Site Development Works	32614370.30
4	Part - D : Fire Fighting System	15172990.78
5	Part - E : Electrical Works including Lift	84881990.00
	Total (Part A + B + C+D+E)	1353959020.27

	Architect fees	
	@ 2% on new works (one block)	6606723.25
	@ 1.2% on repeat works(3 blocks)	11892101.85
	Grand Total	1372457845.37

In the estimate, provision of 160 units residential flats each measuring 171.50 sqm with total floor area including the covered podium of 37440 sqm has been considered. It was proposed to take up the work by inviting tender through Public Sector undertaking executing civil and electrical works.

Accordingly, the modified estimate amounting to ₹137,25.00 lacs for construction of F-Type residential towers including process of tendering was approved by the B&WC in its 82nd meeting held on 5th Sept 2016. For Administrative Approval ₹ 164,67.00 lacs is required considering 20% increase (10% to match the market rate and 10% for future escalation). Earlier BoG in its 75th Meeting held on 12th July 2014 accorded the Administrative Approval of ₹116,90.00 for the work. Now, for the modified estimate the Buildings & works Committee recommended for Administrative Approval of the additional amount of ₹ 4,780.00 Lacs.

The matter was also placed before the 36th Finance Committee which was held preceding the Board meeting for financial sanction.

The Board was requested to accord additional Administrative Approval of ₹4780.00 lacs for the construction of the 160 units F-Type residential quarters at IITG Campus.

The Board discussed and resolved as below:

Resolution No:R_90BOG/16/2017

RESOLVED to ACCORD additional Administrative Approval of ₹4780.00 lacs for construction of the 160 units F-Type residential quarters at IITG Campus.

Item No. 17

Accord of administrative approval of the final deviation statement for

construction of boundary wall ph-IV at IIT Guwahati Campus

Administrative Approval for the final deviation statement for construction of boundary wall Ph-IV at IIT Guwahati Campus was accorded in the 75th meeting of the BOG held on 26.09.2013 for ₹16,58,71,250.00 based on the recommendation of the Building & Works Committee taken in it's 73rd meeting held on 18.07.2013.

The work was tendered and the work was allotted to M/s MACROCOSM Builders, Barpeta, Assam. The scope of work under this contract was to construct 10 feet high wall for a peripheral boundary length of 4700 mtrs.

The Board was informed that now the work was completed but the final value of work as per actual execution of ₹18,81,01,537.00 was approved by the B&WC in its 82nd meeting held on 05.09.2017.

The abstract of the final deviation statement is as follows:

Sl no.	Description	Amount		Difference	% of Deviation
		Sanctioned	Executed	Saving (-) /Excess (+)	
1	Construction of Boundary Wall phase-IV at IIT Guwahati campus.	17,72,55,478.00	18,81,01,537.00	(+) 1,08,46,059.00	(+)6.11

The Board was also informed that, the main reason for increase in the executed value over the sanctioned cost is due to the increase in the length of column, provision of double beam, RRM retaining wall in the northern side from commercial complex to the hill top as the existing soil outside the campus is much lower than the security road of the campus.

As the actual executed value of ₹ 18,81,01,537.00 is 13.40% above the Original Administrative Approval(AA), a revised amount of ₹ 1881.00 lakh was placed before the Board of Governors for Administrative Approval .

The matter was also placed before the 36th Finance Committee which is being held preceding this meeting for financial sanction.

The Board was requested to accord administrative approval of ₹1881.00 lakh for construction of boundary wall ph-IV at IIT Guwahati Campus

The Board discussed and resolved as below:

Resolution No:R_90BOG/17/2017

RESOLVED to ACCORD administrative approval of ₹1881.00 lakh for construction of boundary wall ph-IV at IIT Guwahati Campus.

Item No.18

Accord of additional administrative approval for the work of “Construction of G+5 Storied Guest House No.2 at IITG Campus”

The work “Construction of G+5 storied Guest House No.2 at IITG Campus, Guwahati” was allotted to M/S Brahmaputra Infrastructure Ltd. Vide LOI no. IITG/ENGG/AKG/13/GH-2/01/151 dtd. 15.03.2013 and Agreement no. IITG/ENGG/13/AGMT/07 dtd. 25.03.2013.

The present status of the work is as below.

i) The civil structural work of Part1 and Part 2 (Block –I, having 80 general rooms and 8 VIP rooms) were completed 100%. The 32 rooms of Ground and 1st floor was already completed in December’15. The balance 48 general rooms and 8 VIP suite will be expected to be ready by end of September 2017.

ii) The civil structural work of Part 5 and Part 6 (Block-II, having 50 general rooms, Dining and Kitchen) was completed 100%. The finishing work like Painting, Door-Window fixing, AC work, Mechanical Ventilation work, Toilet fixture fitting work , Electrical fittings work etc. are in progress and expected to be ready by December2017.

iii) The foundation of Part-3 and Part-4 (i.e. Central Block 27 general room, reception and one conference room.) has been already completed. There are total four floors in this Block and the RCC work up to 3rd floor has been completed. The balance structural part will be completed by the end of October 2017. The masonry and other civil, electrical, ac work, mechanical ventilation work, plumbing works etc are in progress. It is expected to be completed by March 2018.

The Board was informed that as per actual execution of the project after completion of 32 rooms and about to be completed another 106 no room (56 rooms in Block-I and 50 rooms in Block-II), it was found that quantities of few items were deviated from the original tendered quantities as per site condition of actual execution, which were necessary for completion of the work. Moreover, few extra items also found necessary to be done to complete the project. The total deviation amount approved up to 82nd B&WC held on 05.09.2017 was around of ₹ 8,07,98,952.00 which is 20.13 % of total tender cost ₹ 40, 59, 07,039.00. As such the total value of cost approved by the B&WC is ₹ 48,76,05,000.00 i.e. ₹ 40,59,07,039.20 + ₹ 8,16,97,961.04).

In the 72nd BOG held on 26.02.2013, administrative approval was accorded for an amount of ₹ 4760.00 lakhs for this project considering 25% increase in estimated amount (15% to match the present market rate and additional 10% for future escalation). Now the total cost estimated till date is ₹ 48,76,05,000.00. As such for an additional administrative approval for an amount. (i.e. ₹ 48,76,05,000.00 - ₹ 47,60,00,000.00) of ₹ 1,16,05,000.00 is required.

The matter was also placed before the 36th Finance Committee which was held preceding the Board meeting for financial sanction.

The Board was requested to Accord Additional Administrative approval of ₹ 1,16,05,000.00 for Construction of G+5 storied Guest House-II at IITG Campus.

The Board discussed and resolved as below:

Resolution No:R_90BOG/18/2017

RESOLVED to **ACCORD** additional administrative approval of ₹1,16,05,000.00 for Construction of G+5 storied Guest House-II at IITG Campus.

Item No.19

Accord of Administrative Approval for the estimates-

ii) Outsourcing of operation & maintenance of outdoor sports complex & Swimming pool.(Group –A)

ii) Outsourcing of operation & maintenance of indoor sports complex.(Group-B)

The present annual maintenance contract (AMC) of outsourcing of operation & maintenance of outdoor sports complex, indoor sports complex was expired on 30.06.2017. For fresh tendering process this AMC contract was further extended for another 3 (three) months i.e. upto 30.09.2017 by the component authority.

The scope of work for the sports fields are as below:

Outdoor Sports complex

- Volley Ball : 3 Courts
- Foot Ball : 2 Courts
- Hockey : 2 fields
- Cricket : 2 fields
- Athletic track : 1 field

Indoor Sports Complex

- Badminton court at New & Old SAC Building
- Table Tennis Court
- Squash Court
- Weight lifting room & ladies gymnasium at New & Old SAC Building
- Cleaning of SAC Building
- Lawn Tennis courts

As the extension period of AMC will expire on 30.09.2017, for fresh tendering the estimates of the above fields and the swimming pool have been prepared including

process of tendering which was approved by the B&WC in its 82nd meeting held on 05.09.2017.

For outsourcing of operation & maintenance of outdoor sports complex estimates have been prepared based on the present labour rates and market rate of materials. For outsourcing of operation & maintenance of swimming pool only labour rate is considered.

The abstract of the estimate is as below:

Group	Descriptions	Estimated cost for 1 year in ₹.	Total Estimated cost in ₹.
A	Outsourcing of operation & maintenance of Outdoor sports complex & Labour for Maintenance of Swimming Pool of IITG campus	(4,70,643.00 + 1,27,664.00) X 12 months	71,79,684.00
B	Outsourcing of operation & maintenance of Outdoor sports complex at IITG campus	2,10,425.00 X 12 months	25,25,100.00
Total			97,04,784.00
Say			₹ 97,05,000.00

The matter is also placed before the 36th Finance Committee held on 16.09.2017.

The Board was requested to accord Administrative approval of total amount of ₹ 97,05,000.00 (for up to one year) for AMC works of outsourcing of operation & maintenance of sports complex & Swimming pool of Group A & B at IITG Campus.

Resolution No:R_90BOG/19/2017

RESOLVED to **ACCORD** Administrative approval of total amount of ₹97,05,000.00 for AMC works of outsourcing of operation & maintenance of sports complex & Swimming pool of Group A & B at IITG Campus for up to one year.

SECTION- D : Items for Ratification and Reporting

Item No. 20

Ratification of the approvals accorded by the Chairman, BOG:

Following items approved by the Chairman are reported to the Board for ratification:

- A) Inclusion of new expert in the panel of expert of HAG Appraisal Committee
- B) Approval to the recommendation of the Selection Committee for appointment to the post of Technical Officer Grade II, Department of Electronics and Electrical Engineering
- C) Approval to the recommendation of the Selection Committee for appointment to the post of Technical Officer Grade II for Centre for Nanotechnology
- D) Approval of Director's visit to the University of Bourdeaux, France from 09.09.2017 till 14.09.2017 and handing over charge of the Director to the Deputy Director during his absence.

The Board **Noted** as reported and resolved as below:

Resolution No.:R_90BOG/20/2017

RESOLVED that the following approvals accorded by the Chairman, BOG be **RATIFIED** as follows:

- A) **Inclusion of following two new expert in the panel of expert of HAG Appraisal Committee** for the Department of Humanities and Social Sciences and Environmental Engineering respectively

NOT FOR PUBLIC DOMAIN

Chairman, BOG has approved the above panel.

- B) **Approval to the recommendation of the Selection Committee for appointment to the post of Technical Officer Grade II, Department of Electronics and Electrical Engineering** as under:

Sl. No.	Name	Category	Pay
1.	MR. PABAN BUJOR BARUA	UR	As per rules
2.	MR. ABHISHEK SARMA	UR	As per rules

- C) **Approval to the recommendation of the Selection Committee for appointment to the post of Technical Officer Grade II for Centre for Nanotechnology** as under:

Sl. No.	Name	Category	Pay
1.	MR. GOBINDA CHETRY	OBC	As per rules
2.	MS. SAYANIKA DAS	SC	As per rules

- D) Approval of Director's visit to the University of Bourdeaux , France** to deliver Keynote lecture at the CEFIPRA Workshop on "Advance in Fluid Mechanics: Theoretical Computational and Experimental Approaches" from 09.09.2017 till 14.09.2017. The travel expenses and expenses for the stay will be borne by the University of Bordeaux. In his absence the charge of the Director is handed over to the Deputy Director of the Institute.

Item No. 21

Items approved by the Director:

The following items are approved by the Director:

- a. Attendance of Conference /Seminar etc abroad
- b. Appointments and Extension of Dean, Associate Dean ,HOD, Chairman, Vice Chairman, Coordinators etc
- c. Confirmation of Faculty Members
- d. Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Physics
- e. Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Electronic &Electrical Engineering
- f. Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Computer & Communication Centre
- g. Approval to the recommendation of the Selection Committee for the post of Junior Technician, Department of Computer & Communication Centre
- h. Short Leave with pay in respect of Dr. Dipankar Srimani, Assistant Professor in the Department of Chemistry for attending Humboldt Programme with effect from 01.06.2017 to 31.10.2017
- i. Sabbatical Leave with pay in respect of Dr. Arupjyoti Saikia to avail New India Fellowship and Visiting Fellow of Wolfson College, Coterminous with Charles

Wallace India Trust Visiting Fellowship

- j. Approval to the nomination of Prof. Pinakeswar Mahanta, Department of Mechanical Engineering as officiating Director of IIIT Bhagalpur and Mr. U.C Das, Registrar of the Institute as Registrar i/c of IIIT Bhagalpur.

Resolution No.:R_90BOG/21/2017

Following items approved by the Director are **NOTED** by the Board:

- a. **Attendance of Conference / Seminar etc. abroad**
b. **Appointments and Extension of Dean, Associate Dean ,HOD, Chairman, Vice Chairman, Coordinators etc** as mentioned below:

Sl. No	Name	Position	Period of appointment
1	PROF. S.K.KAKOTY, DEPARTMENT OF MECHANICAL ENGINEERING	Dean, Infrastructure, Planning and Management	Extended for 1(one) year with effect from 23.07.2017.
2	PROF. A.SRINIVASAN, DEPARTMENT OF PHYSICS	Dean, Faculty Affairs	Appointed for three years with effect from date of his joining.
3	PROF. G.KRISHNAMOORTHY, DEPARTMENT OF CHEMISTRY	Associate Dean of Research and Development	Appointed for three years from the date of taking over the position.
4	PROF.SREEDEEP S, DEPARTMENT OF CIVIL ENGINEERING	Associate Dean of Research and Development	Appointed for three years from the date of taking over the position.
5	PROF.S.K.KAKOTY, DEPARTMENT OF MECHANICAL ENGINEERING	Head, Centre for Rural Technology	Term extended in order to complete full term of three years with effect from 26.07.2017.
6	PROF.VIKASH KUMAR DUBEY, DEPARTMENT OF BIOSCIENCE & BIOENGINEERING	Head, Centre for the Environment	Term extended to complete the term of three years w.e.f.06.08/2017

7	PROF.S.V.RAO, DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING	Head, Department of Computer Science and Engineering	Appointed for a period of three years w.e.f.01.09.2017.
8	PROF. KALPESH KAPOOR, DEPARTMENT OF MATHEMATICS	Head, Computer and Communication Centre	Appointed for a period of three years w.e.f.01.09.2017
9	PROF. S. K. DWIVEDY, DEPARTMENT OF MECHANICAL ENGINEERING	Head, Department of Mechanical Engineering	Appointed for a period of three years w.e.f.04.09.2017
10	PROF. MOHD. QURESHI, DEPARTMENT OF CHEMISTRY	Head , Centre for Instruments Facility(CIF)	Appointed for a period of 3 years w.e.f.11.09.2017.
11	DR. TONY JACOB, DEPARTMENT OF ELECTRONICS AND ELCTRICAL ENGINEERING	Chairman, Hostel Affairs Board	Appointed for a period of two years with effect from 01.07.2017
12	DR. ATANU BANERJEE, DEPARTMENT OF MECHANICAL ENGINEERING	Faculty Coordinator- 1(Placement & Staff Training)	Appointed for a period of two years w.e.f.05.09.2017
13	DR. AMIT KUMAR, DEPARTMENT OF CHEMICAL ENGINEERING	Faculty Coordinator- 2(Internship and Personality Development)	Appointed for a period of two years w.e.f.05.09.2017
14	PROF. RAJIB KUMAR BHATTACHARJYA, DEPARTMENT OF CIVIL ENGINEERING	Chairman JEE(Advanced)-2018	
15	PROF. J. K. DEKA, DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING	Vice-Chairman JEE (Advanced)-2018	

16	DR. SUBHENDU SEKHAR BAG, DEPARTMENT OF CHEMISTRY	Preparatory Co-ordinator for the session 2017-18
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c. Confirmation of Faculty Members as under:

Sl. No.	Name	Post
1	DR. RUPAM BARMAN	Associate Professor, Mathematics
2	DR. SWETA TIWARI	Assistant Professor, Mathematics
3	DR. AYON GANGULI	Assistant Professor, Mathematics
4	DR. SUBHAMAY SAHA	Assistant Professor, Mathematics
5	DR. SRI HARSHA KOTA	Assistant Professor, Civil Engineering
6	DR. DEBAPRIYA BASU	Assistant Professor, HSS
7	DR. AMARJYOTI MAHANTA	Assistant Professor, HSS
8	DR. SOVAN CHAKRABORTY	Assistant Professor, Physics
9	DR. JOHN JOSE	Assistant Professor, CSE

d. Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Physics as under:

Sl. No.	Name	Category	Pay
1	MS. RADHA NARZARY	ST	As per rule

e. Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Electronics & Electrical Engineering as under

Sl. No	Name	Category	Pay
1.	MR. PHOOL CHAND KUMAWAT	GEN	As per Rule
2.	MS. CHAYANIKA BORAH MAJUMDAR	OBC	
3.	MR. SUMIT SINGHA	SC	
4.	MS. SABITA BORO	ST	

- f. **Approval to the recommendation of the Selection Committee for the post of Junior Technical Superintendent, Department of Computer & Communication Centre as under:**

Sl.No	Name	Category	Pay
1.	MR. BHARGAB CHOUDHURY	GEN	As per rules

- g. **Approval to the recommendation of the Selection Committee for the post of Junior Technician, Department of Computer & Communication Centre as under**

Sl.No.	Name	Category	Pay
1.	PRANAB JYOTI BORO	GEN	As per rules
2.	HITENDRA MOSAHARY	ST	As per rules

- h. **Short Leave with pay in respect of Dr. Dipankar Srimani, Assistant Professor in the Department of Chemistry for attending Humboldt Programme with effect from 01.06.2017 to 31.10.2017.**
- i. **Sabbatical Leave with pay in respect of Dr. Arupjyoti Saikia , Professor in the Department of Humanities and Social Sciences to avail New India Fellowship and Visiting Fellow of Wolfson College, Coterminous with Charles Wallace India Trust Visiting Fellowship at the Centre of South Asian Studies with effect from 01.08.2017 to 31.07.2018.**
- j. **Approval to the nomination of Prof. Pinakeswar Mahanta, Department of Mechanical Engineering as officiating Director of IIIT Bhagalpur and Mr. U. C. Das, Registrar of the Institute as Registrar i/c of IIIT Bhagalpur with the condition that they will be treated as on duty during the periods of their visit to IIIT Bhagalpur.**

It was also reported that the first Academic Session (2017-18) of IIIT Bhagalpur, has started in full rigour from July 2017 under the mentorship of IIT Guwahati. A total of 71 no. of students (6 girls and 65 Boys) have registered for B. Tech courses in the Department of Computer Science and Engineering & Electronics and Communication Engineering. The Boys Hostel and the Girls

hostel are fully operational. Presently 7 no. of faculty members & 7 no. of technical and administrative staff are working at IIIT Bhagalpur on contractual basis.

Item No. 22

Items for Reporting to the Board:

The following items were reported to the Board for noting.

The Board considered and resolved as below:

Resolution No.:R_90BOG/22/2017

RESOLVED that the following items as reported to the Board be **NOTED**:

- A.** Appointment of Prof. P. S. Robi, Department of Mechanical Engineering as the Deputy Director of the Institute for a period of three years with the approval of the Chairman, Board of Governors.
- B.** In his letter dated Prof. Hiranya Kr Nath Member of the Texas State University System, Sam Houston State University expressed his sincere gratitude to the Institute for giving him the opportunity to Serve IIT Guwahati as a Visiting professor at the Department of Humanities and Social Sciences for the academic year 2016-17.

SECTION- E: Minutes of meetings of Statutory bodies for reporting to the Board

Item No. 23

Minutes of the One Hundred Twenty Eighth and One Hundred and Twenty Ninth meeting of the Senate of the Institute held on 14.06.2017 & 18.08.2017 respectively:

The Board **CONSIDERED** the Minutes of the One Hundred Twenty Eighth and One Hundred and Twenty Ninth meeting of the Senate of the Institute held on 14.06.2017&18.08.2017 respectively and **RESOLVED** as below

Resolution No.:R_90BOG/23/2017

RESOLVED that the Minutes of the One Hundred Twenty Eighth and One Hundred and Twenty Ninth meeting of the Senate placed before the Board in terms of the Section 4(10) of the Statute Institute held on 14.06.2017 &18.08.2017 respectively.

The Following items were taken up with permission from the Chairman

Item No. 24

Extension of the tenure of Prof. Anil D Sahasrabudhe who was on Deputation to AICTE as Chairman till 16.07.2018

Ministry of HRD, Department of Higher Education, Government of India vide their letter F.No.1-36/2016-TS.li(Pt) dated 21.07.2017 has extended the tenure of Prof. A.D. Sahasrabudhe as Chairman, AICTE w.e.f 1.10.2017 to 16.07.2018 or until further orders whichever is earlier.

In view of the above, Prof. A. D. Sahasrabudhe vide his letter dated F.No.1-29/CM/AICTE/2015 dated 12.09.2017 has requested to extend his deputation period w.e.f. 01.10.2017 to 16.07.2018 or until further orders, whichever is earlier.

The Board was requested to approve the extension of the period of deputation of Prof. A.D. Sahasrabudhe w.e.f. 01.10.2017 to 16.07.2018 or until further orders, whichever is earlier

Resolution No.:R_90BOG/24/2017

RESOLVED to **APPROVE** the extension of the period of deputation of Prof. A.D. Sahasrabudhe w.e.f. 01.10.2017 to 16.07.2018 or until further orders, whichever is earlier as per the Ministry of HRD's letter F.No.1-36/2016-TS.li(Pt) dated 21.07.2017 as given as **Annexure-8**(pg.72) .

Item No.25

Request from a terminated B. Tech. student of the Institute, Shri Akash Gajanan Tayade and his father, Mr. Gajanan P Tayade for re-instatement for the Academic Year of 2017-18:

A letter was received by the Hon'ble Chairman, BOG from a terminated B. Tech. student of the Institute, Shri Akash Gajanan Tayade and his father, Mr. Gajanan P Tayade requesting for re-instatement of the student for the Academic Year of 2017.

As per advice of the Chairman, the matter was placed before the Board for consideration and a decision.

During the discussion, it was revealed that such request from Sri Akash G Tayade and his father was received earlier also and it was processed through the Students Disciplinary Committee (SDC) and the Board. In fact it was revealed that the request for re-instatement of the student had gone through all level including the Board in its 89th meeting held on 22.06.2017 and the Board based on the recommendation of the SDC did not consider his request. This was conveyed to him and his father also.

After a detailed discussion, the Board was of the opinion that there is no scope for reconsideration and so the Board decided to stand by its earlier decision taken in its meeting held on 22.06.2017.

Resolution No.:R_90BOG/25/2017

RESOLVED to stand by its earlier decision of termination of the student from the Institute.

RESOLVED further that the decision of the Board be conveyed to the student and his father through a letter addressed to them explaining the situation why he cannot be re-instated now. This may be issued by a senior officer at the level of Dean.

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

(U. C. Das)
Registrar & Secretary
Board of Governors, IIT
Guwahati

Annexure-1

ALREADY UPLOADED

Annexure-2



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology Guwahati

MINUTES

OF

**THE 36th MEETING OF THE FINANCE COMMITTEE OF
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI HELD ON
16th SEPTEMBER 2017**

The 36th meeting of the Finance Committee was held on **16-09-2017** (Saturday) at 9.30 a.m. at Board Room, IIT Guwahati, Guwahati – 781039, Assam.

The following members were present:

- | | |
|---|----------|
| 1. DR. RAJIV I. MODI
Chairman & Managing Director,
Cadila Pharmaceuticals Limited,
Cadila Corporation Campus,
Sarkhej-Dhokla Road, Bhat,
Ahmedabad – 382210,
Gujarat | Chairman |
| 2. PROF. GAUTAM BISWAS
Director,
IIT Guwahati,
Guwahati-781039 | Member |
| 3. MR. MUKESH M. SHAH
Chartered Accountant,
7 th Floor, Heritage Chambers,
Azad Society Road, Nehrunagar,
Ambawadi, Ahmedabad-380015,
Gujarat | Member |
| 4. PROF. GAUTAM BARUA
<i>Director, IIT Guwahati,</i>
Ambari, Gopinath Bordoloi (GNB) Road,
Guwahati-781001 | Member |

Chairman, Finance Committee, Mr. Rajiv I Modi and Mr. Mukesh M. Shah attended the meeting through Video Conferencing from Ahmedabad.

Director (IITs) and Director (Finance), Department of Higher Education, MHRD, Shastri Bhawan, New Delhi-110115 could not attend the meeting due to their pre-occupations / inconveniences and they were granted leave of absence.

Mr. U C Das, Registrar IIT Guwahati was present in his capacity as the ex-officio Secretary of the Committee.

The Chairman welcomed all the members of the Finance Committee including the new member Prof. Gautam Barua, Director, IIT Guwahati. Then agenda wise discussions took place and minutes were recorded as follows:

Item No. 1: CONFIRMATION OF THE MINUTES OF THE 35TH MEETING OF THE FINANCE COMMITTEE HELD ON 23RD March 2017:

The minutes of the 35th meeting of the Finance Committee of the Institute held on 23rd March 2017 was circulated amongst the members of the Finance Committee vide Letter No. IITG/ACC/35/FC/2017-18 dated 20-04-2017 for their comments/opinion. No comment was received from anyone of the members.

The Finance Committee was requested to consider and confirm the minutes.

The Finance Committee considered the Minutes and resolved as below:

Resolution No.: R 36_FC/1/2017:

RESOLVED that the Minutes of the 35th meeting of the Finance Committee held on 23.03.2017 be CONFIRMED as circulated.

Item No. 2: ACTION TAKEN REPORT ON DECISION OF 35TH FINANCE COMMITTEE MEETING HELD ON 23-03-2017:

The follow up action taken report on the decision of the 35th Meeting of the Finance Committee of the Institute held on 23-03-2017 was placed before the Committee for consideration and the Committee was requested to note.

The Committee considered the same and resolved as below:

Resolution No.: R 36_FC/2/2017:

RESOLVED that the follow up action taken report of the 35th meeting of the Finance Committee held on 23-03-2017 be NOTED as reported.

Item No. 3: TO REVIEW THE EXPENDITURE UNDER CAPITAL AND REVENUE EXPENDITURE HEAD FOR THE FINANCIAL YEAR 2017-18 (UP TO 31-08-2017):

The Finance Committee was apprised about the trend of the expenditure under both Capital and Revenue head till 31-08-2017. The Finance Committee was also informed that the Capital expenditure during the period from 01-04-2017 to 31-08-2017 was ₹2918.98Lakh. The fund received from the MHRD, Govt. of India till 31-08-2017 for the current financial year was ₹6209.00 Lakh. With the carry forward balance of the last financial year of ₹192.85 Lakh, the available balance as on 31.08.2017 stands at ₹6401.85lakh.

Similarly, the Non-Plan expenditure during the period from 01-04-2017 to 31-08-2017 was ₹10401.22 Lakh. The fund received from the MHRD, Govt. of India till 31-08-2017 for the current financial year was ₹5917.00 Lakh, the carry forward balance of last year under Non-

Plan head was ₹1361.57 Lakh and internal revenue generated for this period was ₹1154.55Lakh which makes the available balance as on 31-08-2017 ₹8433.12 Lakh

The fund positions of Plan and Non-Plan expenditure during the year 2017-18 as on 31st August 2017 are given below:

A: CAPITAL EXPENDITURE:

(₹ in Lakh)

Source of Fund			Revised Estimate / Expenditure		
Head	Particular	Fund available up to 31.08.17	A/c Head	Proposed RE 2017-18	Exp. Up to 31.08.17
CAPITAL	OPENING BALANCE	192.85	Construction / Works	11030.00	2203.06
	Grants from Ministry (MHRD)	6209.00	Equipment	3650.00	584.22
	Institute's income (IRG)	-	Furniture	700.00	93.57
	Total Fund	6401.85	Books & Journals	950.00	20.15
	Expenditure *	2918.98	SCSP and TSP Prog.	170.00	17.98
	Unspent Balance as on 01.09.2017	3482.87	TOTAL EXPENDITURE *	16500.00	2918.98

B: REVENUE EXPENDITURE:

(₹ in Lakh)

Source of Fund			Revised Estimate / Expenditure		
Head	Particular	Fund available up to 31.08.17	A/c Head	Proposed RE 2017-18	Exp. Up to 31.08.17
REVENUE	OPENING BALANCE	1361.57	Salary	12000.00	4538.70
	Grants from Ministry (MHRD)	5917.00	Pension	770.00	332.71
	Institute's income (IRG)	1154.55	Scholarship & etc.	6000.00	2756.08
	Total Fund	8433.12	Others / Non-Salary	10230.00	2773.73
	Expenditure **	10401.22	TOTAL EXPENDITURE **	29000.00	10401.22
	Unspent Balance as on 01.09.2017	-1968.10			

It was appraised to the Finance Committee that the construction work was not progressing well for last 6 months due to ban of Forest Materials by the Govt. of Assam and Meghalaya and unexpected heavy rainfall and devastating flood during this period for which the expenditure under capital head was on the lower side. However, it was expected that the allocated budget would be utilized in the remaining period of the current Financial Year subject to lifting of ban on Forest Material.

The Finance Committee was requested to consider and note.

The Finance Committee considered and advised that the unspent balance under Capital head be utilized immediately.

Resolution No.: R 36_FC/3/2017:

RESOLVED that the fund position Capital and Revenue for the period 01-04-2017 to 31-08-2017 be NOTED as reported.

Item No. 4: TO REPORT ON THE STATUS OF C&AG AUDIT:

The Committee was informed that the Annual Accounts of the Institute for the financial year

2016-17 was adopted by the Board of Governors in its 89th meeting held on 23-06-2017 and the same was placed before the Office of the Director General of Audit (Central), Kolkata for the Statutory Audit. Accordingly, an audit team carried out the audit of the books of accounts of the Institute for the year 2016-17 from 17-07-2017 to 28-08-2017. The Draft Separate Audit Report (DSAR) was received from Director General of Audit (Central), Kolkata on 12.09.2017 and the comments / replies to the DSAR was sent on 15-09-2017, which was also placed before the Finance Committee.

The Finance Committee was requested to accept the proposal of approving the Audited Accounts by circulation on receipt of the Separate Audit Report and the Board of Governors be requested to authorize the Chairman, BoG to approve the Audit Report along with Annual Accounts. This is being suggested as the tentative date of the next Board meeting is some time in December 2017 whereas the last date of submission of these reports to Ministry of HRD is at the end of November 2017.

While discussing the observation made by the C&AG on the accounts of the Institute, Mr. Mukesh M. Shah pointed out that the observations made by the Audit were mostly misclassifications of head of accounts and misrepresentations, which could have been avoided. He advised to extend the scope of the Internal Auditor so that the accounting entries are checked before preparing the Annual Accounts in order to avoid such observation in future. He further advised the Institute to take immediate steps either to release of the un-disposed liability on account of EMD for last 3 – 11 years or to transfer it to the Institute Account.

Chairman advised to hold the Finance Committee and Board of Governors Meetings for approval of the Audited Annual Accounts for the Financial Year 2016-17 on a suitable date sometime in November 2017.

Resolution No.: R 36_FC/4/2017:

RESOLVED that the Finance Committee and Board of Governors Meetings be held in the month of November for approval of the Audited Annual Accounts for the Financial Year 2016-17.

Item No. 5: PRESENTATION OF THE INTERNAL AUDIT REPORT:

The Committee was informed that the 35th Finance Committee authorized the Director of the Institute to take the final decision for appointment of Internal Auditor based on the Report submitted by Hon'ble Member of Finance Committee, Mr. Mukesh M. Shah. Accordingly, Mr. Shah visited the Institute on 17-04-2017 and had a meeting with the representative of M/s S. K. Patodia & Associate on 18-04-2017. Mr. Shah has submitted his Report recommending the said firm on 28-04-2017. Accordingly, M/s S. K. Patodia & Associate was appointed on 01-06-2017 with the approval of the Director. The firm started the internal audit from 12-06-2017 and completed the task on 19-08-2017. The final report was submitted on 15-09-2017 and the same was presented by the Internal Auditor before the Finance Committee on 16-09-2017.

The Finance Committee noted the observations made by the Internal Auditor and expressed their concern on certain observations like long pending Advances, Splitting purchase by the Maintenance Section etc. The Chairman directed the Registrar and Joint Registrar (F&A) to take immediate steps to settle the outstanding advances within a period of six months and report to the Director and Prof. Gautam Barua, Hon'ble Member about the progress on monthly basis.

Resolution No.: R 36_FC/5/2017:

RESOLVED that the Internal Audit Report for the Financial Year 2016-17 be NOTED as reported.

RESOLVED further that immediate steps be taken to settle all the outstanding advances within a period of 6 months.

Item No. 6: TO CONSIDER AND RECOMMEND CARRY FORWARD OF UNSPENT BALANCE OF 2016-17:

The Committee was appraised that an amount of **₹21000.00 Lakh** was sanctioned by Govt. of India (MHRD) for expenditure under Plan head. The Institute Income under the Plan (General) head was **₹84.62 Lakh**, during the year 2015-16. After adjusting the deficit opening balance of **₹2256.37 Lakh** the total funds available during 2016-17 were **₹18828.25** out of which **₹18635.40 Lakh** was utilized, leaving an amount of **₹192.85 Lakh** as **UNSPENT BALANCE under Plan head**.

Similarly, an amount of **₹15000.00 Lakh** [i.e. ₹4708 Lakh as Pension & Non-Salary component and ₹10292.00 Lakh as Salary component] was sanctioned by Govt. of India (MHRD) for expenditure under Non-Plan head. The Institute Income under Non-Plan (Non-Salary component) head was **₹3239.53 Lakh** during the year 2016-17. The total fund available during 2016-17 were **₹19853.05 Lakh** including an amount of **₹1613.52 Lakh** as previous year's unspent balance under Non-Plan (Non-Salary component) head. Out of which **₹18491.48 Lakh** was utilized, leaving an amount of **₹1361.57 Lakh** as **UNSPENT BALANCE under Non-Plan head**.

The Committee considered the same and resolved as below:

Resolution No.: R 36_FC/6/2017:

RESOLVED to recommend to the Board of Governors that the unspent balance of 2016-17 amounting to ₹192.85 Lakh and ₹1361.57 Lakh in Plan and Non-Plan (Non-Salary) heads respectively be carried forward to the Financial Year 2017-18 under Capital and Revenue heads respectively.

Item No. 7: TO CONSIDER REVISED ESTIMATES FOR THE FINANCIAL YEAR 2017-18:

The Finance Committees, in its 35th meeting dated 23-03-2017 vide Resolution No. R35_FC/7/2017 recommended the Budget Estimates of ₹32040.00 Lakh under Capital, ₹30847.00 Lakh under Revenue and Special Scheme of ₹460.00 Lakh [i.e. ₹251.00 Lakh for PMRF + ₹209.00 Lakh for M. Tech (TA)] for the financial year 2017-18 based on the communication received from MHRD vide Letter No. 27-2/2017-TS.I, dated 13.-02-2017.

The Committee was informed that the MHRD eventually vide Letter No. 27-2/2017-TS.I, dated 01-08-2017 had allocated ₹36000.00 Lakh only for the current Financial Year 2017-18, which was much less than what was communicated vide earlier letter dated 13-02-2017.

Accordingly, the Institute has revised its Budget Estimate for 2017-18 for **₹16500.00 Lakh** and **₹29000.00 Lakh** under Capital and Revenue respectively. The detail Revised Estimates was placed before the Committee as an **Annexure**.

The Committee was requested to consider the Revised Estimates for 2017-18 and recommend the same to the Board of Governors for approval.

The Finance Committee deliberated on the issue and requested the Ministry to allot the additional amount as required by the Institute for the Financial Year 2017-18.

Resolution No.: R 36_FC/7/2017:

RESOLVED to recommend to the Board of Governors to APPROVE the Revised Estimates for ₹16500.00Lakh under Capital and ₹29000.00 Lakh under Revenue head for the Financial Year 2017-18 as at Annexure - I.

Item No. 8: TO CONSIDER A PROPOSAL FOR WORKS UNDER HIGHER EDUCATION FUNDING AGENCY (HEFA);

The Finance Committee was informed that the MHRD vide Letter F. No. 16-2/2017-TC, dated 16-08-2017 has communicated that the Higher Education Funding Agency (HEFA) set up by the Govt. of India for financing the infrastructure projects in the Centrally Funded Institution has become operational, with Canara Bank as the promoter. The Credit Policy framework defining the modalities for financing project have also been provided. It is also advised vide MHRD's Letter F. No. 35-4/2017-TS.I, dated 05-09-2017 to send the proposals to HEFA after taking approval from the Finance Committee and Board of Governors of the Institute.

Accordingly, the Institute proposed to submit the following project proposals to HEFA, the administrative approval of which were already accorded by the Board of Governors of the Institute.

(₹ in Lakh)

Sl. No.	Name of the Works	Completion time	Total Estimated Cost	Financing from HEFA (80% of cost)	Financing from MHRD (20% of cost)
1	Construction of 160 unit of F-type residential tower (Approved in 78 th BoG dated 27-10-2014 for ₹9741.27 Lakh) / to be placed for addl. Approval in 90 th BoG to be held on 16-09-2017)	3 years	13724.58	10979.66	2744.92
2	Extension of Academic Complex Ph-VI (CET & CIF) Building (Approved in 85 th BoG dated 21-06-2016)	2 years	4101.49	3281.19	820.30
TOTAL			17826.07	14260.86	3565.21

The Committee was also appraised that a budget provision of ₹1430.00 Lakh had been made in the Revised Estimates (Revenue) under Account Code: 95 to be escrowed to HEFA for the Current Financial Year 2017-18 for the above mentioned two projects.

The Finance Committee was requested to consider the proposal and recommend the same to the Board of Governors for approval. The Finance Committee resolved as below:

Resolution No.: R 36_FC/8/2017:

RESOLVED to recommend to the Board of Governors to APPROVE the proposal of taking up the following works with 80% fund from HEFA and the rest 20% from the MHRD Grant.

Sl. No.	Name of the Works	Completion time	Total Estimated Cost	Financing from HEFA (80% of cost)	Financing from MHRD (20% of cost)
1	Construction of 160 unit of F-type residential tower (Approved in 78 th BoG dated 27-10-2014 for ₹9741.27 Lakh) / to be placed for addl. Approval in 90 th BoG to be held on 16-09-2017)	3 years	13724.58	10979.66	2744.92
2	Extension of Academic Complex Ph-VI (CET & CIF) Building (Approved in 85 th BoG dated 21-06-2016)	2 years	4101.49	3281.19	820.30
TOTAL			17826.07	14260.86	3565.21

RESOLVED further that the Institute explore the possibility of taking at least a loan of around

₹250 Crore from HEFA for its upcoming infrastructure projects

Item No. 9: TO ACCORD FINANCIAL SANCTION FOR THE WORKS RECOMMENDED BY BUILDING & WORKS COMMITTEE (B&WC):

The Finance Committee was informed that the Building & Works Committee of the Institute in its 82nd meeting held on 06-09-2017 recommended the following works to the Board of Governors for administrative approval.

Sl. No.	Name of the Works	Executing Agency	Budget Head	Amount (₹ in lakh)
1	Construction of Solvent Store house for Chemistry Department at Academic Complex in IIT Guwahati Campus.	PSU	Capital – 2018-19	55.38
2	Construction of Assam Type building for facilitating vermicomposting arrangement at IIT Guwahati Campus.	PSU	Capital – 2018-19	56.81
3	Outsourcing of Comprehensive Annual Operation & Maintenance Contract Works of IITG steel barge water pumping station floating on the river Brahmaputra for a period of one year	IITG	Revenue – Repair & Main.	28.38
4	Deviation for “Fabrication, Installation and Commissioning of the kitchen Exhaust and fresh air system in the Kitchen area for 10 th Hostel	IITG	Capital – 2018-19	23.89
5	Supply, Installation, Testing and Commissioning of Central UPS system for Classroom Complex in the IIT Guwahati	IITG	Capital – 2018-19	26.90
6	Site developments work at the open space in between Kendriya Vidyalaya, IITG and Brahmaputra Hostel	PSU	Capital – 2018-19	433.20
7	Additional sanctioned for construction of F-Type residential towers.	PSU	HEFA / IITG Budget (2020-21)	4780.00
8	Additional sanction for construction of Boundary wall phase-IV at IIT Guwahati campus.	IITG	Capital – Boundary Wall	222.29
9	Extension of Academic Complex (Phase – IV) and Construction of Classroom Complex at IITG Campus.	PSU	Capital – 2018-19	1177.91
10	Repair work in central block of Barak hostel at IITG Campus	PSU	Revenue – Repair & Main.	98.51
11	Construction of G+5 Storied Guest House No.2	IITG	Capital – Guest House II	116.05
12	i) Out sourcing of comprehensive annual operation & maintenance Contract work of 2X600TR capacity centrifugal and 2X300TR screw chiller (total 1800TR) Old HVAC Plant for a period of one year.	IITG	Revenue – Repair & Main.	62.29
	ii) Out sourcing of comprehensive annual operation Contract work of 4X300TR screw chiller (total 1200TR) New HVAC Plant for a period of one year.	IITG	Revenue – Repair & Main.	
13	i) Outsourcing of operation & maintenance of outdoor sports complex & Swimming pool. (Group –A)	IITG	Revenue – Repair & Main.	97.05
	ii) Outsourcing of operation & maintenance of indoor sports complex. (Group-B)	IITG	Revenue – Repair & Main.	

It was also appraised to the Finance Committee that the Construction works under capital head would be executed through PSU as per the guidelines of MHRD. The tender for selection of the PSU had already been floated and expected to be finalized by the end of October 2017. The selected PSU would then start their process of bidding and allotting the work to the contractors which might take some more time. Hence the probable expenditure for the capital works mentioned above was expected to take place in the next Financial Year 2018-19.

The Finance Committee was requested to accord financial sanction to the above mentioned works so that the matter may be placed before the Board's meeting being held today after this meeting for Administrative Approval.

Resolution No.: R 36_FC/9/2017:

RESOLVED to accord financial sanction for the aforesaid works with recommendation to the Board of Governors for accord of Administrative Approval.

Item No. 10: TO CONSIDER APPOINTMENT OF AN INTERNAL AUDITOR OF THE INSTITUTE FOR THE YEAR 2017-18:

The Committee was informed that M/s S. K. Patodia & Associates was appointed as Internal Auditor for the Financial Year 2016-17 through an open tendering process with a Professional fee of ₹1,25,000.00 (Excluding applicable taxes). The firm has carried out the audit and submitted and presented its Report to the Finance Committee under Agenda Item No. 5. As per Clause No. 2.4 of the Tender documents, the term of the Internal Auditor selected for the financial year 2016-17 can be renewed for another year on the same terms & condition on satisfactory performance up to maximum period of two years.

Mr. Mukesh M Shah, Hon'ble member of the Finance Committee during discussion of the C&AG report, advised to extend the scope of the Internal Auditor so that the accounting entries are checked before preparing the Annual Accounts in order to avoid C&AG observation in future.

The Finance Committee was requested to extend the terms of appointment of Internal Auditor, that is, M/s S. K. Patodia & Associates for the Financial Year 2017-18 and to extend the scope of the Internal Auditor to check all the accounting entries for the Financial Year 2017-18.

Resolution No.: R 36_FC/10/2017:

RESOLVED that the Chartered Accountant Firm M/s S. K. Patodia & Associates be given an extension for another year as Internal Auditor of the Institute for the financial year 2017-18 at their quoted fee of ₹1,25,000/- (Excluding taxes).

RESOLVED further to expand the scope of the Internal Auditor to check all the accounting entries for the Financial Year 2017-18 before preparation of the Final Accounts with suitable enhancement of fee as may be decided by the Director.

Item No. 11:

ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR:

There was no other matter which came up for discussion in the meeting.

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

(U C DAS)
Registrar & Secretary
Finance Committee

Annexure - I

Indian Institute of Technology Guwahati
REVISED ESTIMATES 2017-18

A. CAPITAL:

(₹ in Lakh)

Sl. No.	A/c Code	Components	RE 2017-18
A		GENERAL:	
1	1001	Electricity Infrastructure (incl. HVAC works)	100.00
2	1002	Guest House Ph-II	700.00
3	1004	Site Development	400.00
4	1005	Misc. Minor Works (Incl. Repairing of Institute's Bldg.)	760.00
5	1006	Boundary Wall and Road Works	900.00
6	1017	Passenger Lifts	
7	1008	Dormitory Security Staff	250.00
8	1009	Pre-primary School Building & Day Care Centre	330.00
9	1010	Estate Office	200.00
10	1014	Dormitory of Guest House	100.00
SUB-TOTAL (A)			3740.00
B		RESIDENTIAL QUARTER:	
11	2005	Pre-fabricated transit accommodation	200.00
SUB-TOTAL (B)			200.00
C		STUDENT'S HOSTEL:	
12	3002	Hostel 10 (1000)	1500.00
13	3003	Married Scholar Hostel Ph - II	250.00
14	3004	Hostel 11 (1000)	1000.00
SUB-TOTAL (C)			2750.00
D		DEPT. LABORATORY SPACE EXPANSION:	
15	4001	CHM Expn. III / EEE Expn II / ME Expn / Class Room Complex	1400.00
16	4002	Research Building	1000.00
17	4004	CIF/CHEM/CAL/PHY Ph-V and Dev. NT and Clean room	1800.00
18	4008	BHISM Building	140.00
SUB-TOTAL (D)			4340.00
SUB-TOTAL (WORKS)			11030.00
E		LAB. / OFF. EQUIPMENT, FURNITURE, BOOKS AND JOURNALS:	
19	5000	Lab / Office Equipment	3650.00
20	6000	Furniture & Fixtures	700.00
21	7000	Library Books / Journals	950.00
SUB-TOTAL (F)			5300.00
TOTAL (A+B+C+D+E)			16330.00
F		SCSP & TSP	
22	9000	SCSP and TSP Programme	170.00
TOTAL (F)			170.00
GRAND TOTAL			16500.00

Source of Fund: CAPITAL 2017-18:

Sl. No.	Particular	2017-18
1	Grants-in-Aid	11860.00
2	Estimated Unspent Balance carry forward from Prev. Year 2016-17	190.00
3	Estimated IRG during 2017-18	100.00
4	Anticipated Addl. Allocation from MHRD	4350.00
5	Total estimated fund for Capital Exp. 2017-18	16500.00

Annexure - I

Indian Institute of Technology Guwahati
REVISED ESTIMATES 2017-18

B: REVENUE:

(₹ in Lakh)

Sl. No.	A/c Code	ACCOUNTS HEAD	RE 2017-18
A		ESTABLISHMENT EXPENDITURE (SALARY + PENSION):	
1		Salary (OH-36)	10700.00
i	10	Faculty	7800.00
ii	11	Non-Faculty	2900.00
2		Pension & Pensionary Benefits (OH-31)	770.00
	15	Employees' Retirement and Terminal Benefit	770.00
	15.1	Pension	100.00
	15.2	Leave Salary Pension Contribution (LSPC)	20.00
	15.3	Gratuity	30.00
	15.4	Leave Encashment	70.00
	15.5	Contribution to Pension (Provident) fund (CPF)	50.00
	15.6	Contribution to New Pension Scheme (NPS)	500.00
3		Other Component (OH-36)	1300.00
	16	Employees' Other Benefit	130.00
	20	Leave Travel Concession (LTC)	250.00
	22	Professional Development Allowance (PDA)	420.00
	28	Medical Expenditure:	500.00
		TOTAL (A) ESTABLISHMENT EXPENSES	12770.00
B	3	OTHERS ADMINISTRATIVE EXPENSES (NON-SALARY COMPONENTS):	
1	24	Travel Expenses:	160.00
2	57	Academic Activities:	300.00
3	61	Deptl. Operating Cost (Consum. Dept. / Centre):	640.00
4	62	Deptl. Operating Cost (AMC/ Recurring Contingency):	690.00
5	63	Electricity and Power	1970.00
6	65	Horticulture Services Exp.	190.00
7	69	Recurring Office Contingency:	100.00
8	71	Repairs and Maintenance:	1900.00
9	72	Research Journals:	
10	73	Security Service Expenses	1200.00
11	74	Cleaning Services Expenses	600.00
12	75	Seminar / Workshop Organization	15.00
13	76	Sewerage	65.00
14	77	Students Affairs (Gymkhana):	175.00
15	78	Student Scholarship	6000.00
16	79	Transport Hiring Charges	225.00
17		Others:	1920.00
		TOTAL (B)	16230.00
		GRAND TOTAL (A+B)	29000.00
Source of Fund: REVENUE 2017-18:			(₹ in Lakh)
1	Grants-in-Aid		24140.00
3	Estimated Unspent Balance carry forward from Prev. Year		1360.00
4	Estimated IRG during 2017-18		3500.00
5	Total estimated fund for Revenue Exp. 2017-18		29000.00

Annexure-3

F. No. 35-4/2017-TS.I
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section-I

Shastri Bhawan, New Delhi
Dated : 5th September, 2017

To
The Directors,
All IITs.

Subject : Credit Policy on HEFA - reg.


Sir,

I am directed to refer to this Ministry's letter No. 16-2/2017-TC dated 16.08.2017 on the above mentioned subject and to request that all projects which are envisaged to be funded through HEFA may be got approved by your respective Finance Committee and Board of Governors by circulation, which may then be forwarded to HEFA expeditiously.

2. It may be stated that the Board of HEFA is likely to consider all the proposals received for funding under HEFA in the last week of September, 2017.

3. It is therefore requested that the process may be expedited so that the proposals, duly approved in circulation, are received by HEFA well before its Board meeting.

A copy of the HEFA credit policy is enclosed again for ready reference.

Yours faithfully,


(Kundan Nath)
Under Secretary to the Government of India
Ph : 011-23381698

Copy to : Under Secretary(TC), MHRD.



F. No. 16 - 2/2017-TC
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Coord.(TC) Section

Shastri Bhawan, New Delhi.
Dated the 16th August, 2017.

To

**The Directors of all IITs/ IIMs//NITs/ IISERs//IITs/SPAs/Other CFTIs
Vice-Chancellors of all Central Universities.**

**Subject: Higher Education Funding Agency (HEFA) Credit Policy
Framework – communicated.**

Sir/Madam,

The Higher Education Funding Agency (HEFA) set up by Government for financing the infrastructure in the centrally funded institutions has become operational, with M/S Canara Bank as the Promoter. The Board of HEFA has approved the Credit Policy Framework (**enclosed**) which defines the modalities for financing projects.

2. You are hereby requested to firm up proposal (s) for financing from HEFA after taking the approval of Finance Committee (FC) and Board of Governors (BOG)/ Executive Council (EC). The loan applications may be sent to the following address in the **Format** enclosed along with all the supporting documents expeditiously.

*MD & Chief Executive Officer, HEFA,
6th Floor, Naveen Complex,
No 14, MG Road, Banguluru – 560001
Ph: 080-25587405 email: info@hefa.co.in*

Encl : As above.


(R. SUBRAHMANYAM)
ADDITIONAL SECRETARY (TE)
TEL : 23383202



CREDIT POLICY FRAMEWORK

Higher Education Financing Agency would finance the infrastructure requirements of the higher educational institutions in accordance with the following Credit Policy:

I. Eligible Educational Institutions

1) Eligibility:

Educational institutions satisfying any one or more of the following criteria are eligible for financing:

- a) Institution funded by the Central Government covering at least 50% of its expenditure.
- b) Institution owned or controlled by Central Government.
- c) Institution set up and funded by the Central Government.

Provided further that such institution must be having its own internal resources generated either from fees, consultancies, research project or such other sources of revenue, lease, rent, donations from industry, donations from alumni etc.

2) Format for application:

The format for application for finance shall be as given in Annexure – I. The application shall be signed by the Chief Executive of the institution after taking approval from the Board of Governors or Executive Council.

- 3) A separate account of the Borrower Institution shall be maintained, so as to monitor the loans sanctioned to the Institution.

II. Fixing of credit limits:

- 1) The credit limit would normally be 10 times the amount committed to be escrowed by the institution every year from its own internal resources.
- 2) While deciding on the amount proposed to be escrowed, the institution shall ensure that it shall commit resources only from its internal resources, and shall ensure that such an action would not affect the functioning of the institution.
- 3) Credit Limit for the institution shall be fixed as above while sanctioning the first loan.



- 4) In case, the Institution agrees to increase the escrowed amount at a later date, the credit limit would be increased proportionately.

III. Margin:

Normally, margin for the loans shall be maintained at 10%. However, such margin norms may be relaxed/waived on a case to case basis by the Sanctioning Authority.

IV. Security:

Primary/Collateral security may be stipulated by the Board, wherever it is feasible/available.

V. Projects for funding:

Proposals for loan from the Institutions shall be considered only, if it is within the credit limit fixed for each institution.

A. Type of Projects for funding:

- i. Only projects of the following nature, which propose to create new infrastructure shall be considered for financing:
- Construction of buildings or facilities therein, required for academic or research purposes, including the requirements for accommodating students/scholars/faculty/staff of the institution. Only the non-recurring portion shall be financed.
 - Setting up laboratories/high performance computing (HPC) facilities/libraries and equipping them, provided further, that the projects are accompanied by detailed plans for utilisation of such facilities. Only the non-recurring portion shall be financed.
 - Research projects that are sanctioned by Ministry of HRD or any other Ministry of Government of India provided further that the Company would meet only the cost of the non-recurring portion of the research project, and the cost of maintenance shall be borne by the institution from the resources generated through such project.
 - Setting up Centres of Excellence (CoE) sanctioned by the MHRD or other Ministries of Government of India, provided that only cost of the non-recurring portion of the CoE project shall be financed



- Campus common infrastructure/facilities including student facility centres. Only the non-recurring portion shall be financed.
- ii. The projects executed with the HEFA finance shall be maintained by the internal resources of the Institution.

B. Format for Project Loans:

- i. All loan applications shall be submitted only through the online portal of the Company.
- ii. The loan application shall contain the following details:
 - a) Purpose and justification for taking up the project including the details of the number of beneficiaries from the project.
 - b) Brief details of the project including the area to be constructed, equipment to be procured along with the broad specifications.
 - c) Cost of the project as per administrative approval by the competent authority, along with cost per sqft (in case of construction) and phasing of the requirement of funds (drawdown schedule) depending on the expected progress of the work.
 - d) Detailed estimates and designs as per technical sanction by the competent authority.
 - e) Duration of the project including the stage-wise timelines for completion.
 - f) Modalities for procurement and execution of the project.
 - g) Systems for Project Management and Monitoring of quality.
 - h) Systems for sustenance of the project including resource generation.
 - i) The institution has to state the method and timelines for selection of Agency(ies) for execution, and soon after such selection, shall furnish details to HEFA along with their bank account particulars for release of funds directly to the concerned agency based on e-request by the institution.
- iii. The cumulative exposure@ to the institution, including the project loans already sanctioned and the loan proposed for sanction, shall be within the overall credit limit approved for the institution.
(@**Exposure:** Total of outstanding liability where loans are fully disbursed and outstanding liability + undisbursed portion under partly disbursed loans)



C. Appraisal of the projects

- i. The projects shall be appraised based on the following three parameters, which shall run simultaneously, such that the appraisal shall be completed within 4 weeks from the date of submission of the project in the online portal, completed in all respects:
 - a) Financial appraisal by the internal team
 - b) Technical appraisal by a third party expert, normally from approved panel of Canara Bank or Project Appraisal Group, HO.
 - c) Legal appraisal by the empanelled advocates of Canara Bank or by the legal department of Canara Bank.
- ii. Cases of project loans where appraisal could not be completed within the specified time limits shall be placed before the Board of Directors along with reasons for the delay.

D. Approval of projects and sanction of loan

- i. Upon approval of the Project Loan, sanction will be conveyed to the Institution giving full details viz; the loan amount, term of the loan, repayment schedule for the Principal amount, interest chargeable, and the project completion time.
- ii. The sanction shall contain a unique ID for the project loan and shall be reflected against the credit limit approved for the institution.
- iii. The maximum period for repayment of the loan would be 10 years.

VI. Pricing of Credit/Rate of Interest:

Pricing/Rate of Interest will be fixed linked to the reference rate at the time of sanction of the loan and the same shall be reset once in 2 years.

VII. Regulatory guidelines:

Exposure norms shall be fixed in conformity with regulatory guidelines of RBI, upon receipt of NBFC licence from RBI.

VIII. Documentation:

Upon sanction of the loan, the institution shall execute the documents prescribed by HEFA/legal counsel appointed by HEFA/legal section of Canara Bank.



IX. Release of funds

- 1) Funds shall not be released in advance to the Institutions, even after sanction of the loan. Funds shall be released only based on the progress of the project and on electronic request by the institution.
- 2) Wherever applicable, funds have to be released directly to the implementing agency. The Borrower Institution has to send an online electronic request for transfer of funds from the amount sanctioned for the project to the implementing agency or the identified vendor.
- 3) Only after receipt of payment advice from the Borrower Institution, the eligible amount will be remitted within 24 hours electronically to the Bank Account of the implementing agency/identified vendor.
- 4) The responsibility of carrying out due diligence before issuing a request for release of funds lies with the institution. It shall be the responsibility of the Institution to ensure that the process laid down in their Statutes and the guidelines issued by the Government are followed scrupulously.

X. Verification of Assets and Inspection of Security:

The Unit/Project shall be inspected at the time of first disbursement and final disbursement.

XI. Repayment of the loans sanctioned:

- 1) As soon as the loan is sanctioned, the institution shall open an escrow account with HEFA's Bankers and authorize institution's bankers to escrow the committed portion from their regular internal resources account to the escrow account.
- 2) The Principal portion of the loan would be automatically recovered from the escrowed amount committed by the institution, as per the schedule communicated at the time of sanction of the loan.
- 3) Payment of interest on these loans would be serviced through the normal grants released by the Government to the institution.

XII. Review of Borrower Accounts:

A list of Special Watch Accounts, where the overdues persist/continue for more than 30 days will be generated and



followed up for recovery at Monthly intervals. Loan accounts where 2 consecutive instalments fall overdue shall be reviewed individually and necessary remedial measures would be initiated. Details of such accounts (where 2 consecutive instalments are overdue) shall be placed before the Board for review on quarterly basis.

XIII. Validity of Sanction:

Sanction shall be valid for a period of 1 Year. In case, no part of loan is availed within the validity period of sanction, the sanction shall lapse. However, the validity can be extended for a further period by the sanctioning authority.

XIV. Monitoring of Projects

- 1) Institution shall submit Project Implementation Progress Report (PIPR) duly certified by a Chartered Accountant/Statutory Auditors of the institution shall be submitted at quarterly intervals during the implementation period.
- 2) The progress of all the projects sanctioned and under implementation shall be monitored and reported to the Board once in a quarter.
- 3) The Board after monitoring/review of the project (s) from time to time may take a decision to stop further funding, if the project is not being implemented as per the laid down plans. The Institution shall abide by the decision of the Board in this regard.

XV. Sanctioning Authority:

Irrespective of the quantum of finance, the powers to sanction loans to the institutions vests with the Board. Office Note recommending for sanction of the loan shall be placed before the Board by the Managing Director and CEO of the Company.

Annexure-4

MINUTES OF THE COMMITTEE MEETING ON PROCUREMENT OF FURNITURE
(Indian Institute of Technology Guwahati)

IITG/S&P/FUR/REV-02/2016-2017
Date: 17.02.2017

The committee constituted by the competent authority to revisit the purchase of furniture held three meetings on 27.07.2016, 29.07.2016, and 18.01.2017.

AGENDA

Revisit of Purchase of Godrej Furniture and observations:

The committee noted the fact that standardized furniture items have been directly procured from M/s Godrej by the Institute, as per the BOG Resolution No. R 42/15/2005 dated 29/05/2005. The resolution was made by the BOG on the basis of proven quality, durability and after sales service. So far, there is no much complaint from end users and no Audit objection has been received in this mode of purchase. However, the Committee also observed that the said BOG resolution has crossed more than 10 years, and that vendors whose products are found compatible to Godrej have emerged in the market. Hence, review of the current mode of purchase is found in order.

Recommendation: The Committee recommends that,

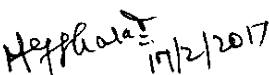
- 1) More number of reputed vendors may be empanelled to supply furniture including customized and non customized items.
- 2) An Expression of Interest (EOI) shall be called for empanelment through one local and one national daily.
- 3) Till the implementation of new mode of purchase, the current mode of purchase from M/s Godrej may be continued. However, after empanelment of new vendors, the current mode of purchase from M/s Godrej would become null and void.
- 4) **Mode of Empanelment:** Empanelment will be on the basis of catalogue of the vendors. In order to verify the quality of the products, sample may be asked from the vendors by the committee or the purchase committee may, if required, visit their establishment for physical verification.
- 5) **Duration of the empanelment:** The empanelment may be initially for 1(one) year and may be renewable up to three (03) years as deemed fit by the competent authority.
- 6) **Mode of selection:** Selection will be done on the basis of the following:
 - i) Fulfillment of EOI eligibility criteria, terms and conditions of the EOI.
 - ii) Satisfaction and acceptance of product design/quality, past experiences, past performance, manufacturer's capability in terms of manufacturing process, turnover, profits, etc.
 - iii) Discount provided on catalogue price.


The decision of the Institute in this regard shall be final and binding on the bidders.

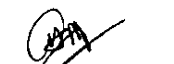
- 7) **Performance Bank Guarantee (PBG):** There shall be the following two categories of PBG:
 - i) Initial PBG for Rs 1 lakh valid for 14 months to be submitted by all the empanelled vendors
 - ii) Individual PBG for 10(ten) percent of the PO value exceeding Rs.10 Lakhs in each case.
- 8) **Terms and conditions of EOI** shall be as mentioned at **Annexure I, II & III** attached herewith.
- 9) **Agreement:** The empanelment shall be established as per normal RC procedure of the institute.

10) No-restriction on other mode of purchase:

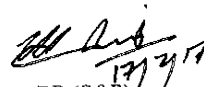
It is also recommended that there shall be no restriction for Dept/Centre/Section/Hostels to go for purchase outside this empanelment, if desired, by following the normal Institute procedure.


(Dean, Academic Affairs)


HOD (CSE)


Chairman (HAB)


Joint Registrar (F&A)


DR (S&P)

TERMS AND CONDITIONS ANNUAL RATE CONTRACT

01. Validity of Rate and the Contract:

- (a) **Price** shall be valid for the period from **September 2017 to March 2018**.
Two original printed copies of original manufacturer/ company price list duly certified by the OEM & two soft copies (MS Word/Excel) of price list in CD/DVD are to be submitted. At least 20 hard copies of Pricelist/Catalogue/ Brochure along with soft copies shall have to be submitted by the vendor to IITG within 30 days from the date of this Award.
- (b) There shall be no upward price variation during contract period.
- (c) IIT Guwahati shall benefit any decrease in price during the period of the Rate Contract.
- (d) The 'Rate Contract' shall remain alive for purpose of delivery for all the items ordered during the period of the rate contract until deliveries have been completed.
- (e) Vendor/Supplier has to ensure that the price of the offered goods is not more than the price of similar goods supplied/being supplied to any other Govt./ Semi-Govt. institutions /PSU / PSE. In case it is found that the price charged by the firm are more, the same will be recovered from the subsequent/unpaid bill of the supplier or from the PBG deposited with the Institute. .

02. **Discount:** Discount offered on the catalogue price is %.

03. Warranty:

- (a) Comprehensive on-site warranty shall be applicable to the supplied goods generally for a period of 24 months for all manufacturing defects from the date of satisfactory installation, commissioning and acceptance.
- (b) The firm shall be fully responsible in case of any discrepancy found in regards to quality / quantity / packages or any other defect found at the time of use. In all such cases the firm shall provide free replacement within 15 (Fifteen) days from the date of notification by IITG.
- (c) No alteration of price(s) & quantities / packing, etc. to the disadvantage of IITG shall be allowed during the period of this contract.

04. **Quality of furniture:** The items supplied by the firm shall be of high quality, standard & grade and in the inspection/test or at any later stage, if the supplied items are found to be of inferior quality, the same shall have to be replaced by the supplier at its own cost/expenses within the stipulated period given by the Institute

05. **Authorized Local Agent or Vendor:** Authorized Local Agent or Vendor of the Manufacturer shall execute purchase orders and shall be responsible for after sales maintenance. It shall ensure availability of technician as and when required on all working days to rectify the problems in case of breakdown. The vendor shall rectify any complaint or breakdown lodged by IITG within 2 days of receipt of the complaint.

06. Delivery:

- a) **FOR Delivery:** Delivery / Supply shall be made on F.O.R. basis to the Department / Centre / Section indicated in the Purchase Order.
- b) **Time Limit:** Delivery shall be made within 45 (forty five) days from the date of issue of Purchase Order.
- c) **Safe Delivery responsibility of Supplier:** All aspects of safe delivery shall be the exclusive responsibility of the vendor/supplier. Freight and insurance charges, if any, shall be borne by the supplier. The vendor(s) must, in their own interest, make sure consignments are securely and properly packed and every precaution is taken to avoid loss or damage during transit.
- d) **Insurance:** The vendor, in their own interest, is to establish 'All Risk Transit Insurance' coverage till door delivery at IIT Guwahati.
- e) **Delivery Time:** The goods must be delivered during working days and working hours between 9.30 AM to 5 PM. Goods brought outside these hours may be returned.

Contd.. P/2

- 07. Performance Bank Guarantee (PBG):** The empanelled vendor will have to submit PBG as per following guideline.
- a) There shall be the following two categories of PBG:
 - i) Initial PBG for Rs 1 lakh valid for 14 months to be submitted .
 - ii) Individual PBG for 10(ten) percent of the PO value exceeding Rs.10 Lakhs
 - b) The PBG is to be submitted in the form of Bank Guarantee in favor of the Registrar, IIT Guwahati, and the same is to be furnished within 21 days of placement of the award and PO in case of individual PBG. The format for PBG, unless otherwise approved by the competent authority shall be as per the format enclosed at **ANNEXURE-3**. The PBG, which shall be effective from the date mentioned therein, shall be valid for *warranty period + 2 months*.
 - c) **By submitting the PBG, the vendor is understood to have guaranteed that,**
 - i) The Rate Contract shall be executed as per terms and conditions mentioned therein.
 - ii) The furniture shall function satisfactorily during the validity period of PBG.
 - iii) The furniture and components are free from poor workmanship, bad quality, and faulty designs.
 - iv) The vendor shall at his/their own cost rectify/replace the defects, if any, during the guarantee period.
 - d) **Condition for Invoking PBG:** In case of failure to comply with the guarantees above, IITG may terminate the contract / purchase order in whole or in part and forfeit the PBG. In addition, IITG may, at its discretion, procure upon such terms and in such manner as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier/vendor shall be liable to compensate IITG for any extra expenditure involved.
- 08. Liquidated Damage:** The vendor should adhere with all seriousness to the time schedule provided by the Institute. The Liquidated Damage will be applicable at the rate of 0.5% per week and maximum upto 10% of the P.O. Value. The purchaser has the right to cancel the purchase order when LD accumulates to 10 % of the P.O. value.
- 09. Parallel Rate Contract:** IITG reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.
- 10. Purchase Order:** For those who are empanelled the following instruction on Purchase Order shall apply.
- a) Firm to ensure correctness of PO: The vendor on receipt of the Purchase Order shall check the same for correctness as per the terms & conditions of the RC and immediately write to the DR(S&P) for correction/amendment, if any. The firms must pay particular attention to the correctness of item nomenclature, catalogue number, unit price, in order to avoid any dispute at a later stage.
 - b) Vendor to execute Purchase Order irrespective of value: Purchase order shall be placed as per requirement of IITG and the vendor shall execute the same irrespective of value of the order.
- 11. No quantum business is assured:**
Entering into Rate Contract with this Institute does not ensure business of any quantum, whatsoever. The firm shall promptly supply even very low quantities of items under ARC on the ARC prices & terms to IITG. Refusal to do so shall be a default under the ARC.
- 12. Payment:**
 - (a) Payment will be made within 45 days after delivery and successful installation of goods at site.
 - (b) No advance payment shall be allowed under this Rate Contract.
- 13. Termination of the RC & forfeiture of PBG for default:**
The Rate Contract can be cancelled and PBG forfeited on the following ground.
- a) If the supplier fails to comply with any of the terms and conditions mentioned in the Award and the subsequent Purchase Order.
 - b) If any of the ordered items is found having poor quality, poor workmanship, faulty designs, poor performance, etc.



Contd.. P/3

- c) If the vendor fails to take necessary action to replace or rectify complaint emanated from the PO or maintenance

Under the above circumstances the Competent Authority, IIT Guwahati, may take one or all of the following actions as deemed appropriate:

- (i) Order to procure upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IIT for any extra expenditure involved towards goods and services obtained.
- (ii) Terminate the contract and forfeit the PBG.
- (iii) Terminate the contract, forfeit the PBG and black list the vendor.

14. Force majeure:

If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the terms and conditions of the award under order after giving notice of 10 days from the date of such an event in writing to the other party, and the events referred to are as follows:

- I) Any law, statute or ordinance, order action or regulations of the Government of India,
- II) Any kind of natural disaster, and
- III) Strikes acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

15. Applicable law:

- (a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Guwahati, India only.
- (b) Any dispute arising out of this contract shall be referred to the Director IIT Guwahati, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

16. Director, IITG reserves the right to reject any or all the offers without assigning any reason or to accept them in part or full. The rate contract can be terminated by the Director at any time without assigning any reasons by giving one month notice to the firm.



Annexure-5

No. 18011/2/2015-Pol.III
Government of India
Ministry of Urban Development
Directorate of Estates


Nirman Bhawan, New Delhi
Dated: 19 July, 2017

OFFICE MEMORANDUM

Subject: Revision of flat rate of licence fee for General Pool Residential Accommodation (GPRA) throughout the country.

In terms of the provisions of the Rule 74 of the "Central Government General Pool Residential Accommodation Rules, 2017, the Government has decided to revise the flat rates of licence fee recoverable for the residential accommodation available in General Pool and also in Departmental Pools of Ministries/Departments of the Government of India throughout the Country (except in respect of substandard/unclassified accommodation of Ministry of Defence, accommodation for service personnel of the Ministry of Defence and accommodation under the control of Ministry of Railways), as shown in the Annexure.

2. The revised rates of licence fee would be effective from 1st July, 2017. All Ministries/Departments are requested to take action to recover the revised licence fee in accordance with these orders in respect of accommodation under their control all over the country.
3. This issues with the concurrence of Integrated Finance Wing of the Ministry of Urban Development vide Note dated 6/7/2017.


(Swarnali Banerjee)
Deputy Director of Estates (Policy)
Tel. 23062505

To

1. All Ministries/Department of Govt. of India. It is requested that this O.M. may be circulated to all the attached/subordinate offices under their Ministries/Departments which are eligible for GPRA.
2. Comptroller & Auditor General of India
3. Chief Secretaries/Administrators/ L.G. of Union Territories.
4. Secretary General Lok Sabha/Rajya Sabha Sectt.

Copy to:

1. PS to UDM/ PS to MOS (UD)
2. PPS to Secretary (UD)/PS to AS(UD)/ JS&FA/JS (L&E)/JS (ID)/ Director of Estates
3. Director General (Works), CPWD, New Delhi- It is requested that this OM may be circulated to all the allottees of GPRA through their respective Service Centres.
4. CMD, NBCC Limited, NBCC Bhawan Lodhi Road, New Delhi 110003 It is requested that this OM may be circulated to all the allottees of GPRA through their respective Service Centres
5. Chief Engineer, NDZ-I/II/III/IV/V/VI/VII/VIII/ Ex. Eng. (LF), CPWD, New Delhi
6. Sr. Technical Director (NIC), Nirman Bhawan, with the request to upload this O.M. on the website of the Directorate of Estates.
7. All attached/ subordinate offices under the Ministry of Urban Development.
8. Coordination Section/ Works Division of Ministry of Urban Development.
9. Finance Division, Ministry of Urban Development.
10. All Dy. Directors/ Asstt. Directors / Sections/ Suptds. (Accounts) and Accountants in this Directorate of Estates.
11. Estate Managers/ Asstt. Estate Managers of all Regional Offices under the Directorate of Estates including CPWD (as per standard list).

Annexure

(To OM No. 18011/2/2015-Pol.III dated 19 July, 2017)

**Revised flat rates of licence fee applicable for General Pool
Residential Accommodation (GPRA) throughout the country w.e.f.
01-07-2017**

Sl. No.	Type of Accommodation	Range of living Area in sq. mtr.	Existing flat rates of Licence fee as per 2013 revision	Licence after merger of various areas in a type of accommodation as per % of accommodation- rounded to Rs. 10
1.	I	Upto 30	115	150
2.	I	Upto 30	135	
3.	II	26.5 to 40	245	310
4.	II	41 to 50	310	
5.	III	44 to 55	370	470
6.	III	56 to 65	450	
7.	IV	59 to 75	500 ✓	640
8.	IV	76 to 91.5	625	
9.	IV (Special)	59 to 75	500	680
10.	IV (Special)	76 to 91.5	625	
11.	V A	Upto 106	875	1190
12.	V A	Beyond 106	1065	
13.	V B	Beyond 106	1065	1270
14.	VI A	Upto 159.5	1305	1560
15.	VI B	Beyond 159.5	1565	1870
16.	VII	189.5 to 224.5	1835	2190
17.	VIII	243 to 350	2630	3920
18.	VIII	350.5 to 522	3875	

Annexure

(To OM No. 18011/2/2015-Pol.III dated 19 July, 2017)

**Revised flat rates of licence fee applicable for General Pool
Residential Accommodation (GPRA) throughout the country w.e.f.
01-07-2017**

For Servant Quarters & Garages

Sl. No.	Particulars	Existing Rates (p.m.)	Revised Rates (p.m.) rounded to Rs. 10
1	Servant Quarters	Rs. 60/-	70
2	Garages	Rs.35/-	40

For categories of Suite, living area and proposed flat rates of licence fee for Hostel Accommodation

Sl. No.	Category of Suite	Living Area (Sq. mtr.)	Existing rates	Revised Rates rounded to Rs. 10 (p.m.)
1	Single Room (without Kitchen)	21.5 to 30	335/-	400
	Single Room (with Kitchen)	30.5 to 39.5	475/-	560
2	Double Room	47.5 to 60	650/-	770

Annexure-6

Name of the Post: Institute Engineer

No	Heading	Information
1.	CLASSIFICATION	Group A
2.	SCALE OF PAY	PB4 ₹37400 - 67000, Grade Pay : ₹10000
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 55 years For internal candidates minimum requirements pertaining to age may not be insisted upon.
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Bachelor's Degree in Civil or Electrical Engineering or equivalent with 18 years of experience at Asst. Executive Engineer level with GP – ₹5400/- & above, out of which 3 years at the Superintendent Engineer level with grade pay of ₹8700/- & above.
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct recruitment
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Name of the Post: Additional Superintending Engineer

No	Heading	Information
1.	CLASSIFICATION	Group A
2.	SCALE OF PAY	PB3 ₹15600 - 39100, Grade Pay : ₹7600
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not applicable
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Not applicable
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	By promotion(100%)
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Executive Engineer with a minimum of 5 years' experience
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	DPC composition: 1. Dy. Director 2. Dean IPM 3. Registrar 4. In charge Engineering section if his/her GP is above ₹ 7600/- else Assoc. Dean, IPM
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Name of the Post: Draughtsman

No	Heading	Information
1.	CLASSIFICATION	Group B
2.	SCALE OF PAY	PB3 ₹9300 - 34800, Grade Pay : ₹4200
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 30 years For internal candidates minimum requirements pertaining to age may not be insisted upon.
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Diploma holders (of three years duration) from recognised polytechnics or such organisation. Having minimum 5 years' experience of working in preparation of basic and detailed engineering drawings -GA drawings, Structural & Fabrication Drawings, P & I Diagram, Project Layout Drawing Flow sheets, etc .
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct recruitment
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Name of the Post: Sewage supervisor

No	Heading	Information
1.	CLASSIFICATION	Group C
2.	SCALE OF PAY	PB3 ₹5200 - 20200, Grade Pay : ₹2000
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 27 years For internal candidates minimum requirements pertaining to age may not be insisted upon.
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Certified course from Industrial Training Institute (ITI)/or any similar Institution, having minimum 5 years' experience of working knowledge of installation, inspection and maintenance of sewer lines and services, operation, methods and procedures of onsite wastewater treatment facility. The Supervisor must be able to identify any obvious signs of failure like backup of sewage to the facility, effluent ponding, and breakout to the surface of the ground or to surface waters, and other occurrences.
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct recruitment
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Name of the Post: Plumbing Supervisor

No	Heading	Information
1.	CLASSIFICATION	Group C
2.	SCALE OF PAY	PB3 ₹5200 - 20200, Grade Pay : ₹2000
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 27 years For internal candidates minimum requirements pertaining to age may not be insisted upon.
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Certified course from Industrial Training Institute (ITI) or any similar Institution, having minimum 5 years experience of supervising all the plumbing work, planning, scheduling and directing work, training personnel, monitors jobs to insure quality and improvements, providing new techniques and procedures, assists in and makes final decision on implementing engineering and design work related to plumbing.
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct recruitment
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Name of the Post: Electrical Supervisor

No	Heading	Information
1.	CLASSIFICATION	Group C
2.	SCALE OF PAY	PB3 ₹5200 - 20200, Grade Pay : ₹2000
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 27 years For internal candidates minimum requirements pertaining to age may not be insisted upon.
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	Supervisory license / Certified course in electrical trade from Industrial Training Institute (ITI), Having minimum 5 years experience of supervising all the construction, maintenance, repair and inspection of electric power, lighting, and communication systems as appropriate on campus.
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	One Year
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct recruitment
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

Annexure-7

Proposal of Supplementary Examination for a course offered in regular semester for students getting F-grades due to poor academic performance

From the academic year 2017-2018 onward, it is proposed to conduct Supplementary Examination for a course offered in regular semester for students getting F-grades due to poor academic performance (but not due to lack of attendance) in that course instead of offering it in Summer Term as per details given below.

- Supplementary Examination is applicable only for the courses of level 1 to 4 (that is, 1xx, 2xx, 3xx, 4xx) offered during regular semesters and that are not fully project based or seminar based. If an academic department needs any exemption from conducting Supplementary Examination for certain courses of 4 level or below, then they should submit the list of such courses along with reasons to the Academic Affairs Section.
- A student is eligible for one time appearing in a Supplementary Examination if he/ she secures F-grade not due to lack of attendance in a course during regular semester.
- Supplementary Examination for odd semester courses will be conducted in January within seven days from the date of even semester registration for continuing UG students. Supplementary Examination for even semester courses will be conducted in July/August within seven days from the date of odd semester registration of continuing UG students.
- Supplementary Examination shall consist of a single test of 3 hours' duration.
- The syllabus for Supplementary Examination shall cover full contents of the course.
- No marks of continuous assessment of that course shall be included for grading.
- The grading of the course shall be based on performance of the student in Supplementary Examination only.
- The maximum letter grade that can be awarded based on Supplementary Examination in a course is CC.
- It will be the responsibility of the Course Instructor(s) to conduct the Supplementary Examination or to arrange alternative arrangements for conducting Supplementary Examination with the approval of the HoD concerned.
- The grades based on a Supplementary Examination should be submitted to the Academic Affairs Section within 7(seven) days from the date of conduct of the Supplementary Examination.
- A student is allowed to write Supplementary Examination for maximum of 3(Three) courses of the immediately concluded semester in which he / she earned F-Grades not due to lack of attendance. Students who earn F grades due to lack of attendance in a course are not allowed to appear in supplementary examination for that course.
- The fee for appearing in Supplementary Examination shall be Rs.1,500/- for a 6 to 10 credits course, and Rs.1,000/- for a 2 to 5 credits course.
- An honorarium of Rs.2,000/- will be paid for conducting (i.e. setting question paper, invigilating examination, awarding grades) a Supplementary Examination for a course. For evaluation of answer scripts, Rs.200/- per student will be paid.
- If no student applies/ registers for the Supplementary Examination in a course, then there will be no Supplementary Examination for that course.
- It is not mandatory for a student to appear for supplementary examination. A student can prefer to repeat the course during regular semester instead of appearing for supplementary examination.

The system of offering these courses during Summer Term for backlog students shall not be scrapped immediately but it can be reviewed after two academic years based on experiences and outcomes in conducting Supplementary Examinations.

Annexure-8

F.No. 1-36/2016-TS.II (Pt.)
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section-II

Shastri Bhawan, New Delhi-110115
Dated: 21.7.2017

To
The Member Secretary
All India Council for Technical Education
Nelson Mandela Marg, Old JNU Campus
New Delhi-110067.

Subject: Continuation of Prof. Anil D. Sahasrabudhe as Chairman, All India Council for Technical Education (AICTE).

Sir,

I am directed to refer to the above-mentioned subject and to inform that the Appointments Committee of the Cabinet (ACC) has approved the proposal for extension of tenure in respect of Prof. Anil Sahasrabudhe as Chairman, All India Council for Technical Education Council for Technical Education (AICTE) w.e.f. 01.10.2017 till 16.07.2018 or until further orders, whichever is earlier.

2. This issues with the approval of the Competent Authority.

Yours faithfully

sd/-
(D.C. Lakra)
Secretary (TE)
Tel: 23385935

Copy to:

- ✓ (i) Chairman, AICTE.
(ii) Director (Admn), AICTE.

Copy for information to:

- (i) PS to Hon'ble HRM.
(ii) PS to Hon'ble MoS (MNP).
(iii) Sr. PPS to Secretary (HE).
(iv) PPS to AS (TE).



DCL
(D.C. Lakra)
Under Secretary (TE)

Chairman Sectt.