

**UNIVERSITY DEPARTMENTS
RAJASTHAN TECHNICAL UNIVERSITY, KOTA**



MINUTES

7th Meeting of Board of Governors

Meeting No.	:	7th
Meeting Place	:	Dean FA Office, RTU Kota
Date	:	26 November, 2019 (Tuesday)
Time	:	11:30 A.M.

Dr. S.
28/11

Following were present:

- | | | | |
|----|----------------------|---|------------------|
| 1. | Prof. G. L. Asawa | - | Chairman |
| 2. | Shri D. N. Nainani | - | Member |
| 3. | Shri R. S. Choudhary | - | Member |
| 4. | Prof. B. P. Suneja | - | Member |
| 5. | Prof. S. K. Rathore | - | Member |
| 6. | Prof. Anil K. Mathur | - | Member secretary |
| 7. | Prof. Dinesh Birla | - | Special Invitee |
| 8. | Dr. Brajesh Tripathi | - | Special Invitee |

Following members could not attend the meeting:

- | | | | |
|----|---------------------|---|--------|
| 1. | Prof. B. Ravindra | - | Member |
| 2. | Shri Anurag Agarwal | - | Member |
| 3. | Shri K. M. Tandon | - | Member |

BoG Member Secretary greeted the chairman and all the members of BoG, UD, RTU Kota.

Following are the minutes of the 7th meeting of the Board of Governors (BoG) University Departments, RTU Kota, held on 26.11.2019 at 11:30 A.M in the office of the Dean FA.

BoG 7.1 To consider and approve the minutes of the 6th meeting of Board of Governors, UD, RTU Kota held on 9th August 2019.

The 6th meeting of BoG was held on 9th August 2019 (annexure 1, page 1 to 11) and was circulated among the members.

A consolidated report on the action taken on resolutions adopted by the Board of Governors, UD RTU Kota in its 6th meeting is submitted for perusal and approval as under:

Handwritten signature
28.11

Action Taken for 6th BoG, held on 9th August 2019.

Agenda	Particulars	Action taken
BoG 6.1	To consider and approve the minutes of the 5th meeting of Board of Governors, UD, RTU Kota held on 27 th June 2019.	Approved and letter sent to SPIU & Auditor on verbal communications from SPIU to send the letter (annexure 2, page 12 to 21)
BoG 6.2	To report the procurement status under UD TEQIP-III.	Approved with suggestions in the meeting included in minutes.
BoG 6.3	To report the current status of modified packages and proposed packages under UD TEQIP-III	Approved with suggestions in the meeting included in minutes.
BoG 6.4	To report the NBA Accreditation status.	Noted.
BoG 6.5	To report the current expenditure till 31 st July 2019 under UD TEQIP-III.	Noted.
BoG T-6.1	To consider and approve the Proposals of New Laboratories and Other purchases for the Department of Computer Sciences and Engineering	Approved
BoG T-6.2	To consider and approve the Proposals of New equipment purchases for the Department of Mechanical Engineering	Approved
BoG T-6.3	To consider and approve the upgradation of Computer Systems for the Department of Civil Engineering.	Approved

Members are requested to approve the above action taken report.

Resolution: Members approved the above action taken report of the 6th BoG meeting UD, RTU Kota with the modifications in BoG T-6.1, BoG T-6.2 & BoG T-6.3 as “procurement process is in progress as per the grant availability” in place of earlier version mentioned in agenda as “approved”.

BoG 7.2 The current procurement status and grant status under UD TEQIP-III for perusal and further directions.

Detail of latest status of procurement is depicted at annexure 3 page 22 to 24. All the PO's mentioned were issued within total procurement budget 6.0 Crore and afterwards in two steps (annexure 4 page 25 to 32) curtailment by 10% in each steps is effected by NPIU for all TEQIP institutions where expenditure is not booked for PO's issued based on some TEQIP-III project DLIs (Disbursement Link Indicator).

Dnd
28-11

Further, as per SPIU email dated November 4, 2019 utilization of 100% procurement allocation as desired by 31st Dec 2019, out of which 80% payment shall also need to be released (annexure 5 page 33 to 34).

The process of material (items/ equipments etc.) to supply by vendors & the processing from concerned user department, stores, purchase, accounts etc. is on. However, total PO's issued amount is Rs. 5.27 Crore which is more than now grant budget remaining of Rs. 4.86 Crore.

This has led to situation of payment liability for procurement on UD TEQIP-III RTU Kota to be more than the actual grant remaining after curtailment from NPIU. SPIU through email dated 22nd October 2019 also tried to address this and in meeting with SPIU officials held on 15.11.2019 also the matter was put up (annexure 6 page 35 to 43).

However, nothing is received from NPIU/ SPIU so far. The matter is also reported at UD, RTU Kota.

Above is placed for perusal and further directions.

Resolution: Members perused the above and in the light of the above and considering the TEQIP-III project a time-bound project directed as under:

- (i) Email/ Letter may be sent to the vendors (who have not supplied the ordered items within the specified delivery time) stating that they should inform within three days whether they would supply the ordered items within the next two weeks from the date of issue of the letter. Further, they should also be informed that if they fail to supply the items within the stated two weeks, the order shall stand cancelled.
- (ii) Email/ Letter may also be written to the departments concerned to inform immediately the status regarding the installation, training, and/or any other requirement about the supplied items as per the PO not having been fulfilled by the vendors. If so, the same should be got completed within seven days if pending at the departmental level.

BoG 7.3

For the necessary directions/ approval of the BoG to obtain bank guarantee for 10% of total cost to consider the clause of warranty period and ensuring satisfactory acceptance.

As per the PMSS generated PO's the warranty period is specified 12 months and in most of the packages the payment term is specified as below (annexure 7 page 44 to 45):



Satisfactory Delivery & Installation-90% of Total Cost

Satisfactory acceptance- 10 % of Total Cost

For some packages the firms have supplied the items and 90% payment is also released to the firm.

To cater the warranty of one year, 10 % payment can be released after obtaining the equal amount (for 10% payment) Bank Guarantee from the firm for the duration of warranty.

Above is placed for necessary directions/ approval of BoG.

Resolution: Above was approved.

BoG 7.4 To report the NBA Accreditation status.

The preparations for forthcoming visit by NBA expert's team for the programs be expedited for which SAR have been submitted & visits are due. If there are other programmes for SAR submission may also be explored.

Above is reported for perusal of members of BoG.

Resolution: Above was noted and it was suggested that the dates for the visit by NBA experts may be finalized as soon as possible.

BoG 7.5 To report the current expenditure under UD TEQIP-III.

The actual expenditure as per PFMS-M32 report for the activities related to Procurement, Academic and IOC as on 31st October 2019 under UD TEQIP-III is placed at annexure 8 page 46 to 47.

Above is placed for reporting to members of BoG.

Resolution: Above was noted.

BoG 7.6 To report the progress of various academic activities under UD TEQIP-III.

Monthly report for academic activities held is reported to SPIU as desired for each month from SPIU. The emails sent for previous months to SPIU are placed at annexure 9 page 48 to 61.

For ready reference, one monthly report is being placed for perusal of members.

And
28.11

Also NPIU, SPIU have been informing for providing various information to submit regarding many initiatives taken under the project annexure 10 page 62 to 74. Processing at UD RTU Kota is being done considering the feasibility discussing the concerned.

Above is reported for perusal of members of BoG.

Resolution: Above was noted.

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



Prof. Anil K. Mathur,
Member Secretary