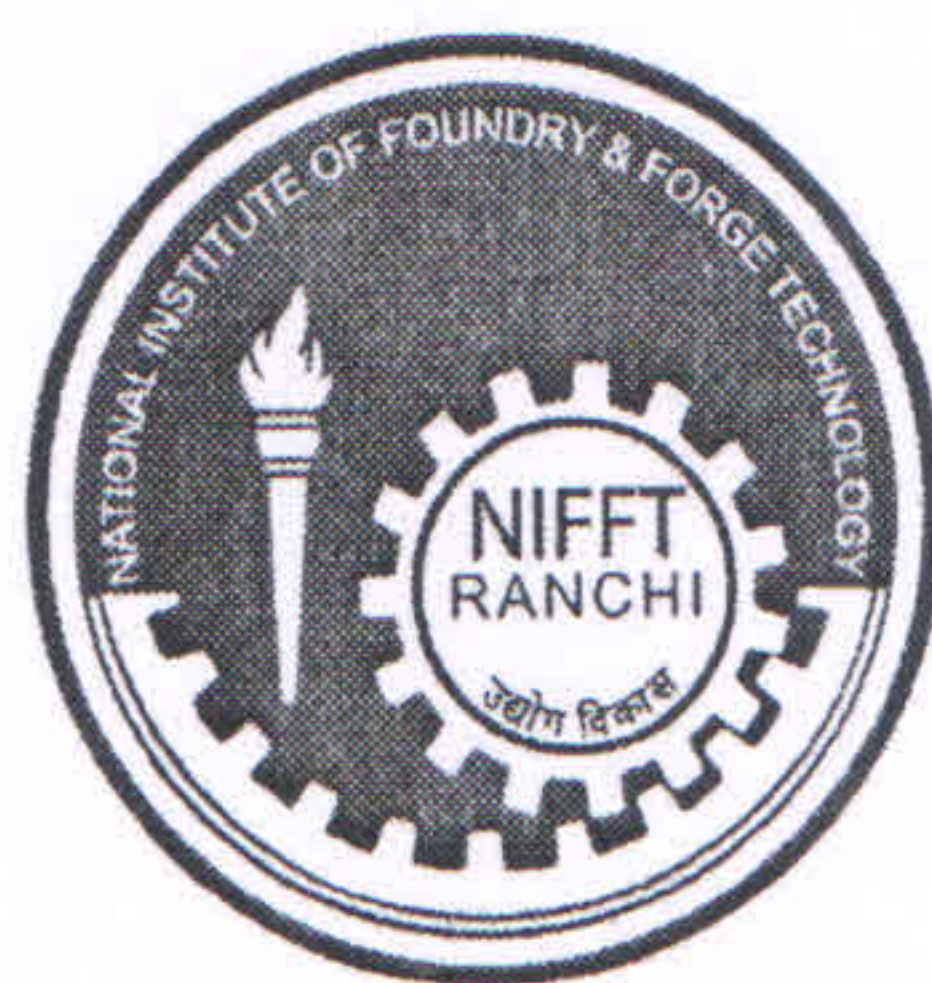


**Minutes of 108th Meeting of the
Administrative and Finance Committee**



**National Institute of Foundry and Forge Technology
Hatia, Ranchi – 834 003, Jharkhand**

**23th September, 2019 at 02:00 PM
Shastri Bhawan, New Delhi**

Minutes of the 108th Administrative and Finance Committee (AFC)
held on 23rd September, 2019 at 02:00 PM
at Shastri Bhawan, New Delhi

The following members were present in the meeting:

1	Shri Ajai Chowdhry, Founder – HCL	Chairman
2	Shri Madhu Ranjan Kumar, JS (DI&BP), MHRD Attended by Shri M.M.Singh Director (T)	Member
3	Smt. Dharshana M. Dabral, JS & FA, MHRD Attended by Shri Anil Kumar Director (Finance)	Member
4.	Prof. Binod Kumar, Dept. of MME, NIFFT	Member
5	Shri U.C.Prasad, Registrar, NIFFT	Invited Member
6	Prof. P. P. Chattopadhyay, Director, NIFFT	Member Secretary

Hon'ble Chairman, Board of Governors extended a hearty welcome to all the members of the Administrative and Finance Committee present on the meeting.

On the direction of the Chairman, AFC, Director NIFFT placed the agenda items in the meeting for discussion and following resolutions were taken.

Item No.: 108.AFC.I.1	To Confirm the minutes of 107 th Meeting of Administrative and Finance Committee held on 25.06.2019 at Shastri Bhavan, New Delhi.
	The minutes of 107 th Meeting of the Administrative and Finance Committee held on 25.06.2019 at Shastri Bhavan, New Delhi is furnished as <u>Annexure 1</u> . The Minutes was circulated among the members of AFC. MHRD in its letter dated 17.07.2019 confirmed the agenda. No specific comment has so far been received from other members.
Resolution	Confirmed.

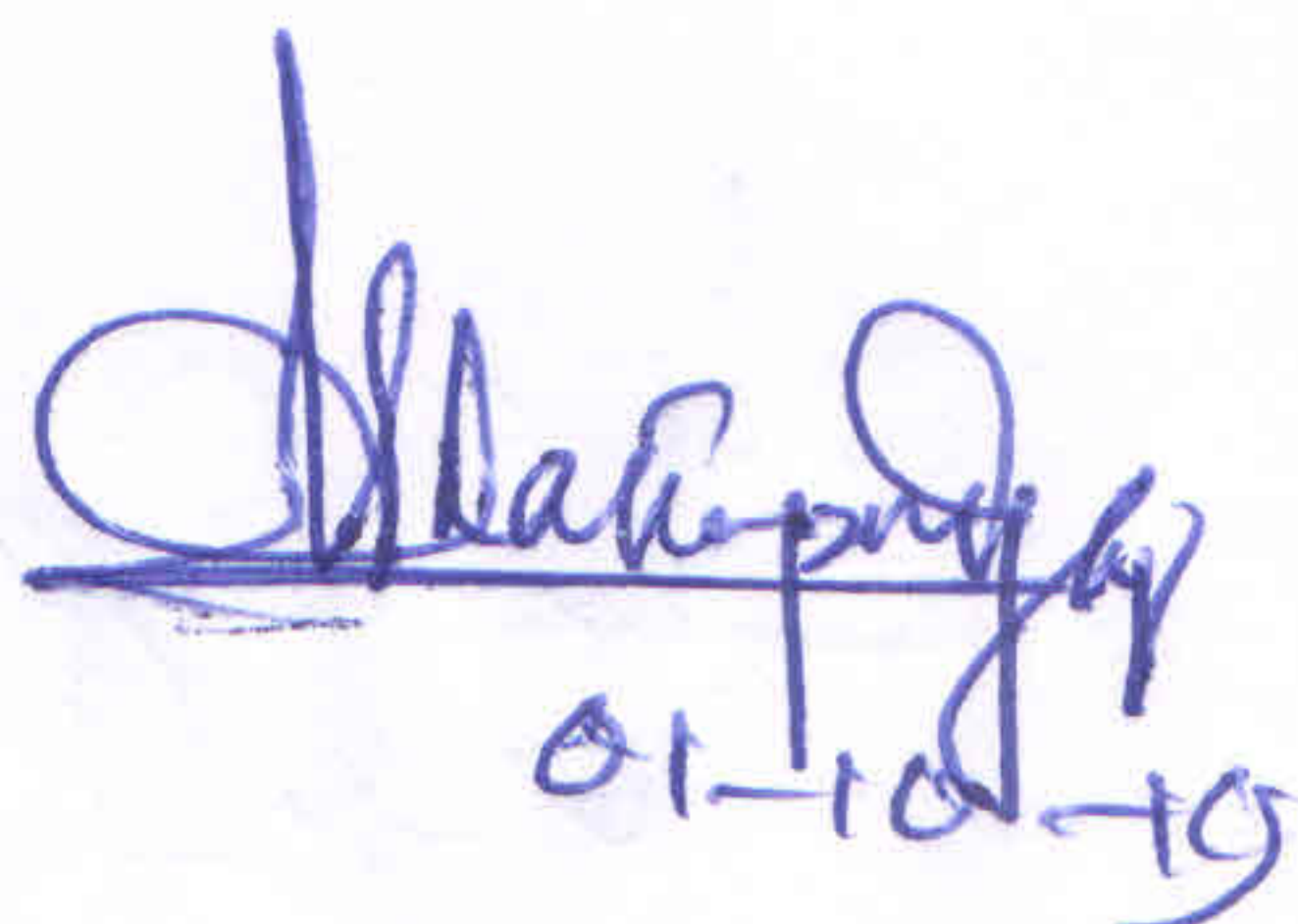
Item No.: 108.AFC.I.2	Report on Action Taken on the minutes of 107 th Meeting of Administrative and Finance Committee Held on 25.06.2019 at Shastri Bhavan, New Delhi.
	Action Taken Report on the minutes of 107 th Meeting of Administrative and Finance Committee held on 25.06.2019 at Shastri Bhavan, New Delhi is furnished as <u>Annexure II</u> .
Resolution	Noted.

Item No.: 108.AFC.I.3	Report on the Budget Allocation and Grant Released for FY 2019-20.
	Report on the Budget Allocation and Grant Released for FY 2019-20 is furnished as <u>Annexure III</u> .
Resolution	Noted.

Item No.: 108.AFC.I.4	Report on the compliance on (a) Separate audit report and (b) transaction audit report.
	Compliance statements on (a) Separate audit report and (b) transaction audit report are placed as <u>Annexure IVA</u> and <u>IVB</u> , respectively.
Resolution	Noted. The AFC also particularly emphasized on the short coming of the Institute in resolving the issues of non-compliance within reasonable time frame. Further, the Institute was advised to furnish the trend of variation in the number of audit Para during last five years.

Item No.: 108.AFC.II.1	<p>To consider the minutes of the 90th Meeting of Standing Building Committee held on 13.09.2019.</p> <p>Minutes of the 90th Meeting of Standing Building Committee is furnished as "<u>Annexure V</u>".</p>
Resolution	<p>The AFC after considering the minutes of 90th of SBC, accorded the financial approval on the following proposals;</p> <ul style="list-style-type: none"> (i) Item No. 90.II-3: Payment of Rs. 14,47,623.00 as Ranchi Municipal Holding Tax. (ii) Item No. 90.II-5: Renovation and facelift work of office cum accommodation of the Hon'ble Chairman, BoG, at NIFFT Guest House with estimated cost of Rs.4,98,426. (iii) Extra Item No. I: Renovation of Director Residence with estimate of Rs. 47.17 lakhs for Civil works plus 15% for electrical work Total 54.24 lakhs approx as submitted by CPWD. (iv) Extra Item No.II: Preliminary Estimate (PE) of Rs.2.08 lakhs for renovation and facelift of electrical work of office cum accommodation of the Hon'ble Chairman, BoG, at NIFFT Guest House. <p>Item No. 90.II-6: The AFC advised the Institute to consider the installation of 450 kWp Rooftop Solar PV Plant under Ministry of Renewal Energy (M.N.R.E) scheme.</p> <p>Item No.90.II-4: In view of the in-principle approval of SBC, the consideration on Preliminary Estimate (PE) for New Construction is furnished as separate agenda in the 108th meeting of AFC (Item No. 108.AFC.II.2).</p>

Item No.: 108.AFC.II.2	<p>To consider and approve the Preliminary Estimate (PE) for New Construction (more than 5.00 lakh).</p> <p>The Preliminary Estimates for the following construction projects has been received from CPWD as furnished in <u>Annexure-VI</u></p> <ul style="list-style-type: none"> (a) Extension of Nirala Chatrabas (boy's hostel) for accommodation of additional students under EWS scheme. (Rs.7.20 crore.) (b) Extension of Kalpana Chawla Hostel (girl's hostel) for accommodation of additional students under EWS scheme. (Rs. 4.27 crore) (c) Construction of faculty blocks for accommodation of faculty members to be recruited in the vacant positions. (Rs.13.12 crore) (d) Construction of residence for the Registrar. (Rs.0.80 crore)
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Resolution	<p>The AFC approved the following proposals:</p> <p>(a) Extension of Nirala Chatrabas (boy's hostel) for accommodation of additional students under EWS scheme. (Rs.7.20 crore.).</p> <p>(b) Extension of Kalpana Chawla Hostel (girl's hostel) for accommodation of additional students under EWS scheme. (Rs. 4.27 crore).</p> <p>(d) Construction of residence for the Registrar. (Rs.0.80 crore).</p> <p>The Institute was advised to defer the implementation considering the non-availability of fund for following proposal:</p> <p>(c) Construction of faculty blocks for accommodation of faculty members to be recruited in the vacant positions. (Rs.13.12 crore).</p>
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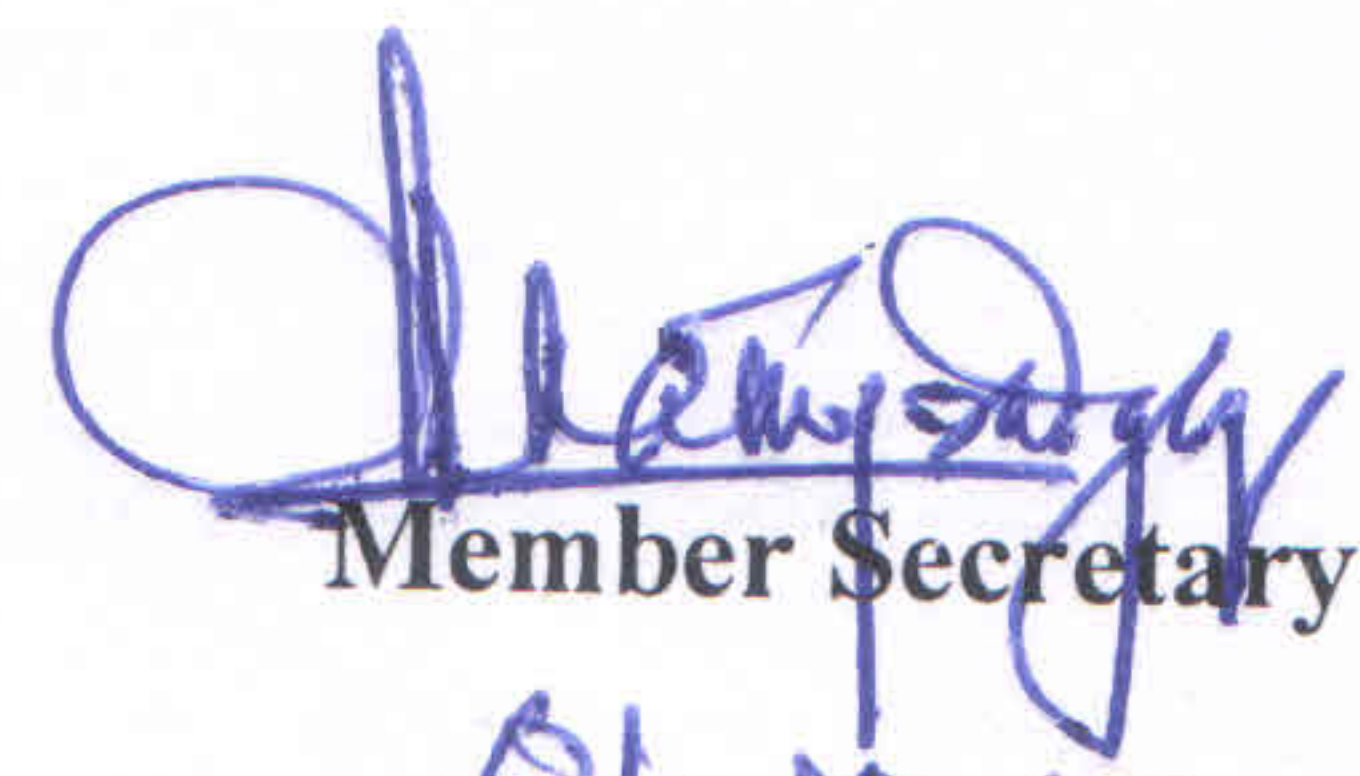
Item No.: 108.AFC.II.3	<p>To Consider the proposal for creation of (a) Modeling and Simulation laboratory at the Forge Technology Department and (b) Welding Simulation laboratory at Manufacturing Department.</p> <p>The proposals for creation of (a) Modeling and Simulation laboratory at the Forge Technology Department (Rs.13.5 lakhs) (b) Welding Simulation laboratory at Manufacturing Department (Rs.44 lakhs) are furnished in <u>Annexure VII</u>.</p>
Resolution	Approved.

Item No.: 108.AFC.II.4	<p>To Consider the proposal for procurement of (a) Endpoint Security Suite with administrator console and client for the Institute Internet and LAN user (1000 licence) (b) 3 nos. of 55 inch LED TV for Central Computer Laboratory.</p> <p>Central Computer Center has submitted the proposal for procurement of the following items as furnished in <u>Annexure-VIII</u></p> <p>(a) Endpoint Security Suite with administrator console and client for the Institute Internet and LAN user (1000 license) – Rs.9 lakhs.</p> <p>(b) 3 nos. of 55 inch LED TV for Central Computer Laboratory.-Rs.2.70 lakhs.</p>
Resolution	Approved.

Item No.: 108.AFC.II.5	To Consider the proposal for procurement of Office furniture for the faculty members, who have joined during 2015-19.																																											
	Different Departments of the Institute has submitted proposals for procurement of office furniture for the faculty members joined during 2015-19 as furnished in the table below:																																											
	<table><tr><th>SL</th><th>Items</th><th>Quantity</th><th>Cost/unit (Rupees)</th><th>Total Cost (Rupees)</th></tr><tr><td>1.</td><td>Office Table</td><td>24</td><td>15,000</td><td>3,60,000.00</td></tr><tr><td>2.</td><td>Computer Table</td><td>26</td><td>8,000</td><td>2,08,000.00</td></tr><tr><td>3.</td><td>Office Chair</td><td>22</td><td>4,000</td><td>88,000.00</td></tr><tr><td>4.</td><td>Visitor's Chair</td><td>56</td><td>4,000</td><td>2,24,000.00</td></tr><tr><td>5.</td><td>Almirah</td><td>27</td><td>15,000</td><td>4,05,000.00</td></tr><tr><td>6.</td><td>Book/Paper Cabinet</td><td>27</td><td>10,000</td><td>2,70,000.00</td></tr><tr><td colspan="2">Total</td><td colspan="3">15,55,000.00</td></tr></table>					SL	Items	Quantity	Cost/unit (Rupees)	Total Cost (Rupees)	1.	Office Table	24	15,000	3,60,000.00	2.	Computer Table	26	8,000	2,08,000.00	3.	Office Chair	22	4,000	88,000.00	4.	Visitor's Chair	56	4,000	2,24,000.00	5.	Almirah	27	15,000	4,05,000.00	6.	Book/Paper Cabinet	27	10,000	2,70,000.00	Total		15,55,000.00	
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Resolution	Approved.																																											

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

Chairman, BoG


Member Secretary
01-10-19