

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

**MINUTES OF THE 3<sup>rd</sup> MEETING OF BUILDING AND WORKS COMMITTEE**

The 3<sup>rd</sup> meeting of the Building & Works Committee of NIT, Silchar was held on 13 June 2004 at 10-30 P.M. in the Conference room of the Director's office. The meeting was attended by the following members :

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|---------------------------------------------|------------------|
| 1. Prof. Gautam Barua, Director             | Chairman         |
| 2. Prof. A. A. S. H. Barbhuiya, Dean (P&D)  | Member, B&WC     |
| 3. Prof. Rajat Gupta, Dean, SA              | Member, B&WC     |
| 4. Md. Imran Hussain, Executive Engineer    | APWD Nominee     |
| 5. Mr. P. Choudhury, Executive Engineer     | CPWD Nominee     |
| 6. Prof. D. N. Bhattacharjee, HOD, CE Dept. | Special Invitee  |
| 7. Dr. A. K. Dey, Estate Officer            | Special Invitee  |
| 8. Mr. Deepak Goswami, AEE                  | Special Invitee  |
| 9. Mr. D. Dey, AEE, Estate Branch           | Special Invitee  |
| 10. Mr. P. K. Paul, Registrar               | Member-Secretary |

The items of agenda taken up were as follows:

Item No.3.1: **TO CONFIRM THE MINUTES OF THE LAST MEETING.**

The minutes of the last meeting of the committee held on 6<sup>th</sup> December, 2003 was confirmed.

Item No.3.2: **TO RECEIVE A NOTE ON THE ACTIONS TAKEN AND PROGRESS MADE ON THE MINUTES OF THE LAST MEETING.**

The Committee noted the actions taken on the resolutions of the last meeting.

Item No.3.3: **APPROVAL GIVEN FOR VARIOUS ELECTRICAL AND CIVIL RENOVATION AND REPAIR WORKS**

The committee gave its approval to the award of works to different parties as per the details given in Appendix I.

Item No.3.4: **TO CONSIDER THE AWARD OF WORK FOR CONSTRUCTION OF A 300 BEDDED HOSTEL BUILDING FOR BOYS.**

The Committee examined the comparative statement, the report of the negotiation committee with the L1 vendor, and other papers related to the tender. The Committee noted that the L1 vendor quoted an amount which was 39.36% higher than the original estimate based on DSR 2002. The amount was found to be 17.57% below the estimate based on a market rate analysis done on 81% of the items with extrapolation for the rest of the items. Based on examination of the rates of individual items and clarifications received during negotiations, the Committee reached the opinion that the amount quoted by the vendor is workable. The Committee therefore approved the award of the contract for the construction of a 300 bedded boys' hostel to



the L1 vendor, M/S Sanwar Mal Khetawat at the tendered value of Rs. 6,74,77,330.96.

**Item No.3.5: TO CONSIDER THE PROPOSAL TO AWARD THE WORK OF CONSTRUCTION OF PART OF THE SECURITY WALL TO DIFFERENT AGENCIES**

The Committee in its 2<sup>nd</sup> meeting had approved the preparation of estimates and floating of tenders for the work of construction of 2 Km of the proposed Security Wall. The Committee had advised that the work be broken up into four groups. The Committee noted that even though the Director was authorised to approve the award of contract, the matter has been placed before the committee as the process was completed shortly before the date of the 3<sup>rd</sup> meeting. The Committee considered the proposal as put up. It noted that one vendor had quoted the lowest amount in three out of the four groups. As the purpose of breaking up the work into groups was to be able to award the work to a number of parties so as to speed up the work, giving one vendor three of the four groups would defeat this purpose. The committee therefore agreed with the procedure adopted of choosing the L1 vendor for two of the biggest groups (in value) in which he was L1, and of offering the third group to the L2 vendor, and on his refusal to the L3 vendor to execute the work at the rate of the L1 vendor. The Committee also noted that the vendor concerned had been informed of this proposal and he has agreed to it. The Committee therefore approved the award of contracts as follows:

Group	Agency	Value (Rs.)
Group A	B. K. Construction	19,08,882.00
Group B	Shabnam Enterprise	13,94,051.00
Group C	North Eastern Traders	13,97,558.41
Group D	B. K. Construction	17,00,581.86

**Item No.3.6: TO CONSIDER THE ESTIMATE FOR CONSTRUCTION OF CUBICLES FOR FACULTY MEMBERS AT CIVIL ENGINEERING DEPARTMENT**

The committee considered the estimate and accorded its approval for the estimate of Rs. 1,07,834.00 as per DSR 2002 with a premium of 40% considering the current market rate. The Committee advised that this work should be combined with the work described in Item 3.7 as they are of similar nature.

**Item No.3.7: TO CONSIDER THE ESTIMATE FOR CONSTRUCTION OF CUBICLES FOR FACULTY MEMBERS, SEMINAR HALL, DARK ROOM OF PHYSICS DEPARTMENT**

The committee considered the estimate and accorded its approval for the estimate of Rs. 6,24,334.00 as per DSR 2002 with a premium of 40% considering the current market rate. The Committee advised that this work should be combined with the work described in Item 3.6 as they are of similar nature.



**Item No.3.8: TO CONSIDER THE PROPOSAL FOR CONSTRUCTION OF SEPTIC TANKS AT DIFFERENT LOCATIONS AT NIT SILCHAR**

The committee approved the proposal and the estimate. The Committee also approved to award the work to L-1 at his negotiated rate which is 9.48% above the estimated cost. The committee further suggested that the work may be executed in stages with completion of five tanks at every stage.

**Item No.3.9: TO RATIFY THE REVISED ESTIMATE FOR RENOVATION OF PRINCIPAL'S QUARTER INTO DIRECTOR'S RESIDENCE**

The Committee ratified the revised estimate. While considering the increase in the market price of steel, the Committee approved that 30% more than the agreed upon quantity of steel bars is to be implemented by the agency at quoted rates. For further requirements, the Institute is to first make an estimate of the quantity of steel bars in kg. required for R.C. C. work. Then the Institute is to purchase and supply all required extra steel bars. Further the Institute is to pay the agency the extra item on labour cost involved for fitting and fixing the steel bars in R.C.C. work. This labour cost will be as per the analysed rates made for the hostel tender.

**Item No. 3.10: TO RATIFY THE FIXING OF FEES OF THE ARCHITECT FOR THE HOSTEL CONSTRUCTION WORK**

The Committee ratified the action of the Director in framing the agreement in line with IITG and approved the fees of the Architect as 2.75% of the actual construction cost.

**Item No. 3.11: TO CONSIDER THE ESTIMATE AND AWARD OF WORK FOR PROVIDING ELECTRICAL CONNECTION TO CUBICLE FOR COMPUTERS AT N.T. LAB, ETE DEPARTMENT**

The committee examined the comparative statement and approved to award the work to M/S Dutta Auto Electrical, the lowest bidder at his negotiated amount of Rs. 2, 38, 985.00.

**Item No 3.12: TO CONSIDER EXTRA ITEM OF WORK FOR THE CONSTRUCTION OF TYPE-A STAFF QUARTERS**

The committee examined the analysis for the extra item and felt that some other process to analyse the labour rates may be derived. However, since the original estimate was based on DSR - 02, hence the Committee approved the analysis for the extra item amounting to Rs. 1,00,714.00.

**Item No. 3.13: TO CONSIDER TENDERS FOR ELECTRICAL RENOVATION WORK AT CENTRAL LIBRARY BLOCK**

The Committee examined the tender process and suggested to cancel the tender. The Committee also suggested to club small works and float tenders so that larger vendors may join in the tendering process.



Item No. 3.14: TO CONSIDER THE PROPOSAL FOR RENOVATION OF COMPUTATION LABORATORY AT APPLIED MECHANICS DEPARTMENT

The Committee deferred the item to the next meeting.

Item No. 3.15 (any other item): ENLISTMENT OF CONTRACTORS

The Committee examined the summary of contractors who had applied for enllstment. The Committee noted that the Group A contractors are already eligible to bid for tenders of NITS so there is no need for any action for vendors in this group. Regarding the vendors in Group B, the Committee asked the Institute to prepare a proposal giving a list of recommended vendors for enllstment giving details of the contractors stating their qualification, bank solvency and experience, etc. Further the criteria for enllstment may also be given. This proposal may be an item of the BWC by circulation, and on acceptance of the proposal, vendors may be enlisted and allowed to bid in tenders they are eligible.

Item No. 3.16 (any other item): DG SET AND ELECTRICAL SUBSTATION MANAGEMENT

The Committee noted the difficulties being faced in manning the substation on a round-the-clock basis. It directed the Institute to immediately place one person on a round-the-clock basis at the substation to handle faults and tripping of relays. The Committee noted that the DG set has been installed about a month ago but it is not in operation due to lack of manpower and due to shortag3e of space for personnel in the generator room. The Committee approved the following:

1. The work of manning the DG set and the substation be awarded to an outside party by calling for quotations and following due process.
2. The work of renovation of the generator shed be undertaken to provide adequate ventilation and to provide space for personnel to sit and for a toilet facility.

Item No. 3.17 (any other item): UNIFORM PROCEDURE FOR DECIDING UNWORKABLE RATES

The committee noted that no uniform procedure was being followed in accepting or rejecting bids that are below the estimates. The Committee decided that henceforth, a common criteria of rejecting all bids is to be used and it should be that bids that are more than 30% below the estimate based on market rate analysis are to be rejected as unworkable. In order to reduce time required to process tenders the Committee approved that the quotations obtained for the market analysis for one tender can be used in the market analysis of subsequent tenders after verifying that market rates have not changed appreciably for those items.

Item No. 3.18 (any other item): PRE-QUALIFICATION NORMS

The Committee noted that no uniform criteria was being followed in deciding on whether a vendor could qualify to execute a particular work. This is particularly true of cases when the vendor is already executing one or more works in the Institute and the question of his ability to take up more work arises. The Committee recommended that a set of guidelines be drawn



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circulated to members for comments before adoption by the Institute for future tenders.

Item No. 3.19 (any other item): WATER SUPPLY SCHEME

The Committee noted with concern that no progress has been made in addressing the water supply problem. While it is desirable to have a comprehensive plan, and efforts to get the advice of the PHE, Govt. of Assam are to continue, the Committee directed the Institute to do exploratory boring for deep tube wells in a few places in the campus and to bore deep tube wells if water is found. This is to be done urgently.

The meeting ended with thanks to the chair.



Chairman  
Building & Works Committee



Secretary 21/6/04  
Building & Works Committee