

**Minutes of the XI Meeting of the Executive Council of the
Rajiv Gandhi National Institute of Youth Development
held on 1-11-1996 in the Chamber of MOS (YA&S)**

The following were present in the Meeting:

1. Shri R. Dhanushkodi Athithan, Minister of State (YA&S)
2. Shri Bhaskar Barua, Secretary (YA&S)
3. Dr.S.Y. Quraishi, Joint Secretary (YA) & Director, RGNIYD
4. Shri Gautam Guha, Deputy Secretary
5. Smt. Amarjeet Kaur, Deputy Secretary
6. Shri P.K. Sinha, Director (Sports)
7. Shri Sanjeev Dubey, Under Secretary & AFA-in-charge
8. Capt.B. Umapathy, Registrar, RGNIYD

Other Invitees:

1. Shri M.N. Sridhar Rao, PS to MOS (YA&S)
2. Shri Suresh Goel, Architect

AGENDA ITEM NO.I

Construction of RGNIYD Campus at Sriperumbudur

1. Ratification of Award of Contract:

The Registrar apprised the Executive Council about the contract for the construction of Phase I and II of the RGNIYD Campus at Sriperumbudur awarded to M/s. Saravana Constructions Pvt. Ltd., Bangalore at a cost of Rs.10.79 Crores (Rs.10,79,34,019/-) after obtaining the approval of MOS/HRM and the progress of construction made so far. Since this was the first meeting after approval of MOS/HRM, it needed ratification of the Executive Council.

He further informed that an amount of Rs.75 lakhs was paid to the contractors towards Mobilisation Advance as per terms of the contract to avail 2% rebate offered by the contractors and the same is being recovered @ Rs.8.33 lakhs commencing from the III Running Bill of the Contractors. He mentioned that a total amount of Rs.229 lakhs was paid to the contractors including Rs.75 lakhs towards Mobilisation Advance.

Mr. P.K. Sinha stated that the agenda notes gave only the broad details of the contract and he was not aware of the earlier proceedings and the procedures followed for Award of Contract. He further said that since he was attending the Meeting of the Executive Council for the first time, he could only take note of the information furnished.

The Architect stated that he had discussion with Mr. Mani, Director, M/s. Saravana Construction Pvt. Ltd., on the day of the meeting when Mr. Mani confirmed that the construction had been geared up with the deployment of 300 labourers and about Rs. 6 lakhs worth of work was done in the last 5 days. He assured that he would be able to complete the construction of the Administrative Block by 30-11-96.

At this juncture, the Director, RGNIYD intervened and said that the contractor had been promising like this even on earlier occasions and though the contract was awarded considering his credentials, he was not coming-up to the expectations. He expressed that we must be very firm in this matter and enquired about the line of action in the event of contractor's not completing the construction by 30-11-1996 and whether there was any provision for imposing penalty in the contract.

He further said that the MOS was very keen to get the Administrative Block declared open at the earliest and therefore, we should ensure that the contractor completes the construction of the Administrative Block by 30-11-1996 positively as promised by him.

The Secretary enquired whether a delay in any one of the buildings of Phase I / II invited penalty clause or it was only for delay of the entire phase I and Phase II.

In response, the Architect said that though the Administrative Block and the interiors, etc., were expected to be completed by 30-11-1996, external stone cladding, other services, roads, etc. would take little more time and would be completed by 31-12-1996. He further clarified that in the event of contractor's failing to complete the construction as agreed to and the construction getting delayed beyond the extended period, there was a provision for levying penalty in the contract which could be enforced.

Secretary explained that the construction work started off well at the beginning and it was on course till July, 1996 with deployment of 300 - 400 labourers/technicians at site and thereafter, there had been tardy progress, partly on account of rains, etc. In the last meeting of Project Co-ordination Committee, the issue was discussed at length and the contractor was firmly instructed to complete the Administrative Block by 30-11-1996.

The Registrar invited the attention of the Executive Council to the following decisions taken by the Project Co-ordination Committee which were taken from time to time on technical considerations to ensure that the progress of construction did not get a set back.

- i. To constitute a Technical Committee comprising Sh.K.R.Rajagopalan, Vice-President, Indian Instt. of Architects, Mr.Bijoy Kant, Director (Infra), SAI and Shri Suresh Goel, Architect to examine technical proposals, consider technical issues and offer their recommendations as and when called for by the Project Co-ordination Committee.

- ii. To stop bringing good earth from outside and fill-up excavated trenches by soil within the campus so as to affect substantial savings (Rs.14.58 lakhs).
- iii. To approve the proposal of the Architect for extra item of work i.e., Boulder plus Sand filling beneath the footing on technical considerations, which works out to Rs.4,80,000/- and also to make payments claimed by the Contractor for this item.
- iv. To have periodical meetings of the Project Co-ordination Committee at Delhi/Madras specially in view of the various technical issues involved and the need for taking decisions expeditiously to ensure smooth progress of work.
- v. To approve revised design for the Main Entrance to the Institute building which is focal and essentially required for this Institute of International standard, estimated to cost Rs.6.33 lakhs in addition to Rs.5.49 lakhs provided earlier in the Tender.
- vi. To approve the proposal of the Architect for taking plantation work (900 plants) during the current monsoon period to develop greenery at a cost of Rs.2.53 lakhs and to initiate necessary action to float tenders, place work order, etc. and make payments.
- vii. To approve the proposal of the Architect for providing a layer of stone sluiced with sand under the manholes since the soil at Sriperumbudur is having swelling characteristics as recommended by Sh.Bijoy Kant on technical considerations.
- viii. To approve the reduced rates quoted by the contractor for 19 items of work applicable to extra quantities than specified in the BOQ recommended by the Architect and Shri Bijoy Kant.
- ix. To approve extension of time for completion of construction of Phase I - Administrative Block upto 30-11-1996 which was initially scheduled to be completed by 20-7-1996 on account of unusually heavy rainfall in Tamil Nadu, difficult soil conditions because of collapsible nature of the soil necessitating extra items of work and slow progress of constructions in the recent months.
- x. To approve essential Civil, Electrical and other works forming part of the additional works required to be taken-up immediately along with other construction work in progress, which cannot be delayed.
- xi. To approve calling of tenders for Central Air Conditioning from the shortlisted firms namely Blue Star, Voltas and Carrier and opening of Tenders at RGNIYD City Centre, Madras to finalise the contract in consultation with AC Consultants at Delhi.
- xii. To approve the recommendations of the Technical Committee to instruct the contractor to use only those brands of cement specified in the original contract and maintain a buffer stock of 200 tons at site, Mobilisation Advance paid would be recovered in terms of the contract and adherence to the time schedule suggested by the Registrar for 90% payment whereas balance 10% would be paid after complete satisfaction even if it exceeds 37 days.

Secretary (YA&S) clarified that the prescribed procedures were followed for finalising the contract and the contract was awarded after obtaining the approval of MOS/HRM. He further said that whatever details and references as might be required by Mr.Sinha would be made available to him, if so desired, but in view of the progress already made in this regard the proposal was to be ratified.

After detailed discussions on this issue, the Executive Council ratified the Award of Contract, Payment of Mobilisation Advance and the related decisions/payments made in this regard.

2. *Review of Progress of Construction:*

The Registrar apprised the Council that the construction of RGNIYD Campus started on 27-11-'95 and progressed thereafter in full swing. The progress of construction was being monitored by Secretary (YA&S), Jt. Secretary (YA) and Director, RGNIYD and other departmental officers from time to time and MOS had also inspected the Progress of Construction on 24-8-1996.

He further stated that a Project Co-ordination Committee with Secretary (YA&S) as the Chairman was constituted to review the progress of construction regularly and to take decisions and offer recommendations on construction and technical matters from time to time. Five meetings of this committee had already taken place.

He stated that as decided by the Project Co-ordination Committee in its first meeting held on 10-4-1996, a Technical Committee comprising Shri K.R.Rajagopalan, Vice-President, Indian Instt. of Architects, Mr.Bijoy Kant, Director (Infra), SAI and Shri Suresh Goel, Architect was constituted to examine the technical issues and proposals made by the Architect/Contractor from time to time and offer recommendations. This Technical Committee visited the site and considered technical issues and proposals referred to them and offered their suggestions as and when called for by the Project Co-ordination Committee.

Attention of the Executive Council was invited to the special report submitted by the Architect after his site inspection on 8-10-1996 and the Architect was requested to explain the position.

The Architect explained the progress of construction with the help of charts and said that he was not happy with the progress of construction during the recent months. He further said that the issue was discussed at length by the Project Co-ordination Committee in its Vth Meeting held at Delhi on 15-10-1996 and the contractor was strictly instructed to ensure that the construction of the Administrative Block was complete by 30-11-1996. At that time, the Contractor who was present, admitted the delay and promised that he would ensure the completion of the Administrative Block by 30-11-1996.

The Registrar stated that these decisions were to be ratified by the Executive Council. After detailed discussions on the subject, the Executive Council ratified the above decisions taken by the Project Co-ordination Committee.

3. Revised Project Cost for approval

The Registrar apprised the Executive Council that the Original contract value for the construction of Phase I and II of RGNIYD Campus estimated at Rs.1079 lakhs had gone up by Rs. 229.51 lakhs on account of increase in cost of Petrol (POL) and consequential increase in cost of steel, cement and construction materials, estimated cost of HT Service Connection, extra work being executed on technical considerations etc.

He said that the Project Co-ordination Committee considered this proposal in its Vth Meeting held at Delhi on 15-10-1996 and recommended the proposal for approval of the Executive Council. He requested the Architect to explain the itemwise break-up of the Revised Project Cost. The Architect explained the itemwise break-down details of additional cost to be incurred.

At this juncture, Mr.Sinha expressed that the amount of Rs.153 lakhs provided towards escalation on account of increase in the cost of Petrol, Steel, Cement, etc., appeared to be high and as per the normal practice, the contractor had to provide explicit provision for such escalation in the tender itself and wanted to know whether such provision had been made in the contract and taken into consideration.

The Secretary clarified that the amount of Rs.17.41 lakhs projected was the estimated cost towards HT Service Connection. An amount of Rs.37.52 lakhs for additional items of work required for foundations, extra works etc. and was based upon the recommendations of the Technical Committee on technical considerations. These were found necessary by the Project Co-ordination Committee.

The Secretary further clarified that the Project Co-ordination Committee did not go into the details of Rs.153 lakhs provided for escalation. The details were required to be considered as compared to provisions made in the tender.

Mr.Sinha suggested that justification for provision of Rs.153 lakhs could be got examined again by the Technical committee to the satisfaction of the Project Co-ordination Committee and the proposal be approved.

The matter was discussed at length and it was decided to approve the proposal subject to the re-examination of the proposal relating to provision of Rs.153 lakhs for escalation by the Technical Committee in detail to the satisfaction of the Project Co-ordination Committee.

The Registrar said that the following works executed/payments made on the recommendations of the Architect and the Technical Committee were outside the scope of contract:

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| a. | Extra work executed for laying/filling boulders with sand under footings. | Rs.2,74,501/- |
| b. | Escalation cost on Cement/Steel | Rs.5,88,814/- |

Mr.Sinha enquired as to how these payments fall outside the scope of the contract.

It was explained that these payments were on account of extra work necessitated due to site conditions and technical considerations, which were recommended by the Technical Committee and on account of increase in cost of Steel and Cement, which was not covered in the contract amount.

The Registrar pointed out that this required ratification of the Executive Council. The matter was discussed and the Executive Council ratified the works/payments made.

4. *Proposed additional works which were not envisaged initially, but now required to be executed and related cost thereof, for approval.*

The Registrar apprised that due to developments taking place after the commencement of construction like water scarcity due to less yield from borewell and technical requirements for creation of an environment suitable to this Institute of International standard, have necessitated additional works which were not envisaged initially at the time of tendering like Central Air-conditioning, Installation of Modern Kitchen Equipment, Audio-visual equipment for Seminar Hall, Landscaping, Solar Energy Panels, Rain Water Harvesting/ Water Management Scheme, Interiors, Furniture and Furnishings.

He further apprised that the Architect prepared detailed proposals of all these items in co-ordination with consultants in specific areas and presented the proposals duly supported with technical details, drawings, estimates, etc., which were considered critically by the Technical Committee and the Project Co-ordination Committee in its meetings and all-out efforts were made to reduce the requirements to the bearest minimum and to be cost effective.

He clarified that the designs and requirements were accordingly revised and the proposals were finalised, which would cost Rs.322.66 lakhs based on the estimates provided by the Architect.

He further stated that some Civil and Electrical Work for Air-conditioning, provision for water, sewer and floor traps for Modern Kitchen Equipment, Solar Energy Panels for Kitchen, Provision for Service Connection for Seminar Hall Equipment, Rain Water Harvesting, Laying of Pipelines, Underground Water Tank, Dug-cum-borewell, Landscaping, Electricity cable conduiting, Septic Tanks, Interiors and furniture for the Administrative Block were required to be undertaken along with the on-going construction work at an estimated cost of Rs.116.95 as submitted by the Architect.

Mr.Sinha wondered as to how the Architect had not visualised these requirements at the time of initial tendering. At this juncture, Shri Gautam Guha intervened and explained that the whole work of RGNIYD Campus and its facilities was required to be executed in four Phases. Whereas Phase I and II included works which were covered in the tender, Phase III and IV partly covered the landscaping and other requirements. Therefore, the items falling under Phase III and Phase IV were not considered at the time of tendering.

Mr.Sinha pointed out that items like Air-conditioning, Sewerage system and water supply scheme must have been provided to some extent in the contract and if so, whether such provisions and the cost thereof provided in the contract had been taken into consideration while working out the cost of the proposed additional works. The Secretary said that the details were required to be considered as compared to what was provided in the tender.

After detailed discussions, it was decided that the details be got re-examined by the Technical Committee to the satisfaction of the Project Co-ordination Committee. Analogous to the above, the proposal regarding Civil, Electrical and Other works required to be undertaken alongwith other works also be got re-examined by the Technical Committee to the satisfaction of the Project Co-ordination Committee.

II. Approval of Annual Report and Audited Statement of Account for 1995-'96.

The Registrar invited attention of the Executive Council to the Annual Report and Audited Statement of Accounts of the Institute for the year 1995-'96 placed before the Council. He said the approval of Executive Council was required so as to get the Registration of the Institute renewed and to meet audit requirements. The Executive Council approved the same.

The Secretary invited attention of the Executive Council to the audit observation made by the AG, Tamil Nadu to keep the funds of the Institute in Savings Bank which could yield substantial interest instead of operating through Current Account as being followed at present.

The Registrar explained that the Canara Bank where the Institute accounts were now operated had agreed to extend facilities of operating the funds to be kept in deposits of easily accessible nature and be renewed as CARD - Automatic renewal in easy multiples of Rs.1000/-. This would yield substantial interest without affecting the drawal of funds as and when required by the Institute.

It was decided to approve the proposal.

AGENDA ITEM NO. III

Review of Programmes undertaken after 1st April, 1996.

The details were noted by the Executive Council.

AGENDA ITEM NO. IV

Programmes proposed for remaining period of 1996-'97

The Executive Council noted the Programmes proposed for remaining period of 1996-'97. The Director, RGNIYD said that he would separately brief MOS about the programmes.

AGENDA ITEM NO. V

1. Revised Budget Estimate for the year 1996-'97

The Secretary stated that an amount of Rs. 8.00 lakhs had been provided in the Revised Budget Estimates for the year 1996-'97 particularly to meet the requirements of funds for construction purposes. He further stated that a minimum of Rs.550 lakhs was essentially required to avoid any set-back to construction on account of inadequacy of funds, breach of contract and legal implications. He requested MOS for his personal attention in the matter.

2. Budget Estimates for the year 1997-'98

The Executive Council noted the proposal specially regarding provision of Rs.780 lakhs required for construction purposes.

AGENDA ITEM NO. VI

Review of Filling-up of vacant posts already sanctioned

Review of filling-up of vacant posts already sanctioned was undertaken. It was decided to expedite the process for filling up various vacant posts so as to position them when the Institute started functioning from its permanent location at Sriperumbudur during Jan.'97.

AGENDA ITEM NO. VII

Creation of essential posts and recruitment thereof

The Registrar stated that the Post of the Registrar had not been created, as yet and the services of the Registrar were essentially required for proper functioning of the Institute. He further stated that an Officer on full-time basis was essentially required, specially when the Institute started functioning from Sriperumbudur in view of the increasing work and the development of the campus and its facilities.

Mrs. Amarjeet Kaur informed that the proposal for creation of the Post of Registrar was taken-up with the Department of Expenditure, Ministry of Finance and the reply was awaited.

The Director, RGNIYD also said that the services of Registrar were essentially required and the matter was to be taken-up at higher levels to get the post created. The MOS agreed with the proposal and said that special efforts in this regard should be made and a suitable candidate be appointed expeditiously.

The Registrar informed that in view of the increasing work in the Accounts and Audit, specially large sums of money being paid to the contractors and the Architect towards construction of RGNIYD Campus, the services of an Accounts Officer were essential so as to ensure proper accounting and auditing of the funds of the Institute. He further said that as per the Bye-law 14(e) of the Institute, the E.C. has got full powers to create a post.

Powers and Functions of the Executive Council

It will create posts, frame recruitment rules and make appointment of the faculty, officers and staff of the Institute, decide terms and tenure of appointment, emoluments, allowances and other conditions of service subject to rules as may be prescribed in the bye-laws.

Mrs Amarjeet Kaur stated that the post of Accounts Officer might be created in the pay scale of Rs. 2,000-3,500 (Group B Post). The proposal was approved.

As regards the Post of System Analyst, in view of the establishment of a Computer Workstation with INTERNET facility at the new campus and computer functioning was essentially required for the Institute of this status, the services of a System Analyst in the Pay Scale of Rs.2000-3500/- were necessary. The proposal was approved by the Executive Council.

The Registrar apprised the Executive Council that an Ambassador Car was purchased in Sept.'94 for the Institute and a driver on daily wages had been engaged since then. He further said that it was not advisable to continue the ad-hoc arrangement further especially in view of the security of the vehicle and maintenance thereof. He suggested that the post be created and the services of the person already working as driver could be regularised as his services were found very satisfactory. The Executive Council approved the proposal.

The Registrar stated that 3 chowkidars were engaged on daily wages in order to ensure proper security of the land its appurtenances and to avoid encroachment at Sriperumbudur and 2 chowkidars to look after the City Centre of the Institute equipped with necessary functional equipments like EPABX, Computers, Fax and other equipments, in addition to furniture, fixtures and fittings. He further said that services of chowkidars were essential and it was not advisable to continue with daily wagers, specially in view of the security. Therefore, it was proposed to create 5 posts of chowkidars and the chowkidars, whose services were satisfactory, be regularised, whereas the remaining posts would be filled-up by following normal procedure. The Executive Council approved the proposal.

AGENDA ITEM NO. VIII

Any other points with permission of the Chair

The Registrar stated that the Executive Council as of now have mostly official members as it was constituted at the formulative stage. It was proposed to reconstitute the Executive Council in conformity with the composition given in the Bye-laws. He also pointed out that a decision was also to be taken regarding the constitution of Governing Council as the Meeting of the Advisory Body was required to be held at least once in a year according to the Societies Registration Act.

Mr. Sinha explained the need for associating a technical member, preferably a retired Chief Engineer of CPWD in the Executive Council specially at this stage when the construction was in progress and also have non-official members in addition.

The Secretary stated that the existing Executive Council would be reconstituted with suitable inclusion of non-official members as per the composition given in the Bye-laws of the Institute and the matter be processed.

MOS agreed with the views expressed by the Secretary and said that necessary action be initiated immediately to get the Executive Council and the Advisory Body reconstituted as per the composition given in the Bye-laws of the Institute.

The meeting ended with thanks to the Chair.
