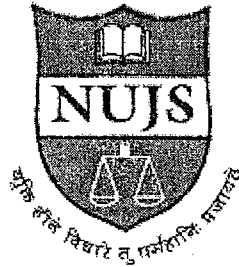


The West Bengal National University of Juridical Sciences



AGENDA NOTES FOR THE 73rd MEETING OF THE

FINANCE COMMITTEE

TO BE HELD ON 20th FEBRUARY AT 05.00 P.M.

AT DR. AMBEDKAR BHAVAN, SALLAKE, KOLKATA

W.B National University of Juridical Sciences
Dr. Ambedkar Bhavan
Salt Lake, Kolkata

73RD MEETING OF THE FINANCE COMMITTEE
20TH FEBRUARY, 2015 AT 05.00 P.M.

	Page No.
Agenda Item No. 1	Confirmation of the Minutes of the 72nd Meeting of the Finance Committee held on 20th December 2014. 1
Agenda Item No. 2	Matter regarding Renovation and Conversion of Room No. 328 into Mini Auditorium 8
Agenda Item No. 3	Tiling work of Fire Reservoir in front of the Hostel Block along with the fountain. 9
Agenda Item No. 4	Proposal for setting up Centre for Regulatory Studies, Governance and Public Policy. 10
Agenda Item No. 5	Report by the Technical Expert from the Indian Institute of Engineering, Science & Technology, (BESU) Shibpur, West Bengal experts for quality auditing, payment to be made and work to be completed. 15
Agenda Item No. 6	Matter regarding weekly/ Gazette Holiday Allowance for the University Driver 18

Any other matter with the permission of the Chair.

The W.B. National University of Juridical Sciences
Dr. Ambedkar Bhavan

Salt Lake, Kolkata

73rd Meeting of the Finance Committee

20th February, 2015

AGENDA NOTES

Agenda Item No. 1 Confirmation of the Minutes of the Finance Meeting of the Finance Committee held on 20th December 2014.

Minutes of the 72th Meeting of the Finance Committee of NUJS held on 20th December 2015 are enclosed as **Annexure 1A** for confirmation.

W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES
Dr. Ambedkar Bhavan
Salt lake, Kolkata
Minutes of the 72nd Meeting of the Finance Committee of
W.B. National University of Juridical Sciences
Held on 20th December, 2014 At Dr. Ambedkar Bhavan, Salt lake, Kolkata.

The Seventy Second Meeting of the Finance Committee was held on 20th December 2014 at Dr. Ambedkar Bhavan, Salt lake, Kolkata. Following Members were present :-

1. Prof. Sujay Basu
Treasurer, WBNUJS
2. Prof. P. Ishwara Bhat
Vice Chancellor and Chairman, Executive Council
NUJS, Kolkata.\
3. Secretary,
Judicial Department
Government of West Bengal

Hon'ble Mr. Jayanta Mitra, Advocate General, West Bengal and Pr. Secretary to the Govt. of West Bengal Higher Education Dept., Government of West Bengal could not be present due to pre-occupations.

Dr. Parameswaran, Registrar (Acting), Ex-Officio secretary was also present in the meeting.

The West Bengal National University of Juridical Sciences

Minutes of the 72nd Meeting of the Finance Committee of
WBNUJS held on 20th December 2014.

Sl. No.	Agenda Item	Resolution	Action taken
1.	Confirmation of the Minutes of the 71 st Meeting of the Finance Committee held on 10 th September 2014 & Minutes of the 71 st extended Meeting of the Finance Committee held on 22 nd September 2014	The Minutes of the 71 st meeting of the Finance Committee held on 10th September 2014 & 71 st Extended Meeting of the Finance Committee held on 22 nd September 2014 were confirmed. About fee to be paid by repeat candidates it is clarified that the fee of Rs. 15,000 etc. is per course per semester.	Partial payment was made to the vendors
2.	Release of payment towards renovation of Faculty rooms and Class Room in the Academic Blocks	The work order of M/s Raja Construction, contractors engaged for the renovation of Class Room in the first, second and third floor of the Academic Blocks and Faculty Rooms. No. 118, 124, 203, 205, 206,209,210,211,218,219,220,223,224,225,304,305,306,309,310,311,324,325 & 024 (Medical Room) was placed as annexures. M/s Raja Construction was selected on the basis on the L1 Vendor against the tender notice. The total cost of the work will be amounting to Rs. 2,34,368.05 for renovation of class room and Rs. 3,00,942.69 towards renovation of Faculty rooms. The matter was discussed by the members of Finance Committee for decision <u>Resolution</u> FC approved the selection of vendors on L1 basis	
	Renovation of Room No	The matter arises from the 71st Finance Committee Meeting dated 10th September 2014 in which the University proposed to renovate the Seminar-	

	<p>107</p>	<p>cum-conference room no. 107 at First Floor of the University. The room is exhaustively used to conduct seminar, conference, special classes and various University body meetings. Presently, sound system and other electrical equipments available in the room are not functioning effectively.</p> <p>In the above circumstances, the budgetary fund for renovation of the Room No 107 by the University under the revised budget estimate 2014-2015 is provided in Campus Infrastructure. The matter is proposed before the members of Finance Committee whether the fund received from UGC toward general development may be re allocate for renovation of Room No 107. At present the budgetary estimate for cost of renovation of Room No 107 will be around Rs. 2,20,966.00 for civil work & for audio with video recording streaming system is Rs. 21,80,370.00.</p> <p><u>Resolution</u></p> <p>FC approved for renovation for civil work. But for audio with video recording streaming system, it was suggested that there could be less number of microphones and facilities for cordless mikes should be provided.</p>	
<p>4.</p>	<p>Status report of Construction work of vertical extension (2nd Floor) of Staff quarter at the WBNUJS</p>	<p>The Construction work of vertical extension (2nd Floor) of Staff quarter at the WBNUJS for accommodation of 32 (thirty-two) nos. girls students is in progress in accordance with the proposal received from the Office of the Superintending Engineer, PWD, Bidhan Nagar for the construction of vertical extension (2nd Floor) of Staff quarter at the WBNUJS for accommodation of 32(Thirty-Two) nos. girls students which was post facto approved by the 47th Executive Council Meeting 1st November 2014.</p> <p>The University has paid Rs. 56,43,578/- for vertical extension of the staff quarter for civil engineering work and Rs. 4,46,624/- for electrical installation work</p> <p>However, during the joint inspection by WBNUJS and PWD, it was noticed that some defects has incurred during the construction work. In this regard, WBNUJS has issued a letter vide NUJS/PWD/14 dated 09/12/2014 to PWD department to immediately rectify the said defective. Moreover, the University has requested for a detailed bill pertaining to the payment made by the University and it's Utilization Certificate.</p> <p><u>Resolution</u></p> <p>Finance Committee noted the matter.</p>	

5.	Financial Liability of Modified Assured Career Progression Scheme (MACP) for the employees of the university	<p>The University has adopted the recommendations of 6th Central Pay Commission w.e.f. 1st January 2006. Under the Commission's guideline, Modified Assured Career Progression Scheme (MACP) for the employees working under various categories was also accepted by the 47th Executive Council Meeting dated 1st November 2014. The detail of the office order issued in this regard was placed for information and approval.</p> <p>The present additional monthly financial liability towards payment of salary as per office order was placed for approval for release of payment</p> <p>The matter was placed for information and approval before the Finance Committee members.</p> <p><u>Resolution</u></p> <p>Finance Committee approved the matter after deliberation and noted the increased amount.</p>	
6.	All Tendering proceeding from 1st September 2014 – 15th December 2014	<p>The Members Finance Committee noted on the list of all the tendering proceeding from 1st September 2014 – 15th December 2014 which was placed for consideration, and direction.</p> <p><u>Resolution</u></p> <p>Finance Committee perused all the tender proceedings and approved the selection of vendors.</p>	
7.	Proceedings of the meeting held with Indian Institute of Engineering, Science & Technology, (BESU) Shibpur, West Bengal experts for quality auditing, payment to be made and work to be completed.	<p>As per the direction of the Executive Council, a Committee was set up to conduct an audit in the quality of the work performed by the Contractors in Room No 328, 201 & 227 by engaging the technical expert from the Indian Institute of Engineering , Science, & Technology, (BESU) Shibpur, West Bengal.</p> <p>The interim report of the Technical Expert was placed on the table for discussion and direction</p> <p><u>Resolution</u></p> <p>The Finance Committee perused and noted the interim report and suggested for early completion of the process.</p>	

8.	Procurement of Fire Extinguisher in the hostel from the open market	<p>20 (Twenty) nos. new fire extinguisher is required in the hostel building on an urgent basis to details with firing incident in case of emergent situation. The matter is placed before the finance committee for approval in order to purchase them from the open market.</p> <p>Submitted for direction</p> <p><u>Resolution</u></p> <p>Finance Committee suggested procuring from DGS & D.</p>	
AA 1	<p><u>Additional Agenda Notes</u></p> <p>Creation of Fixed Deposit Account in the name of Post Graduate Diploma in Business Laws</p>	<p>The University is offering a course in Post Graduate Diploma in Business Law. The Course is maintaining a separate Saving Bank account in the Corporation Bank, official banker of the University. The PGDBL A/c – SB 5532 has accumulated balances of Rs. 27, 09, 059/-. It was proposed before the Finance Committee to invest a lump sum amount of around Rs. 22,00,000/- out of the working capita during this financial year towards creating a corpus after ascertaining optimum rate of bank interest.</p> <p><u>Resolution</u></p> <p>Finance Committee approved for depositing in Fixed Deposit in Corporation Bank with maximum rate of interest.</p>	
AA 2.	Conversion of Staff Quarter into University Guest House	<p>As the University is not having any guest house of its own outside visiting faculty members is accommodated in the nearby hired guest houses. In this context Finance Committee was asked to give direction on the guidelines of budgetary allocation for creation of Guest House. The tentative estimate for the same would be around Rs. 6,29,603/- for conversion of Flat No. 1 of Staff Quarter for the guest house purpose.</p> <p><u>Resolution</u></p> <p>Finance Committee approved the proposal as the need for Guest House in convincing.</p>	
AA 3.	Conversion of Cess Pool into Open Stage & Tiling work of Fire Reservoir in front of the	<p>A. The University proposed to convert the cess pool into an open stage available in the academic block of NUJS Campus. In the present situation the cess pool has the breeding ground of the insects approval was sought from the Finance Committee for construction of the such along with the financial liability of Rs. 5,76,274/-.</p> <p>B. The University also proposed to undertake the tiling work of the Fire Reservoir in front of the Hostel Block along with the Fountain. Cleaning of</p>	

	Hostel Block along with the fountain	<p>the existing fire reservoir has become extremely difficult and it was necessary for tiling the inside surface of the fire reservoir. The estimate cost would be around Rs. 4,97,542/-.</p> <p><u>Resolution</u></p> <p>Finance Committee approved the both proposals (A) and (B).</p>	
		<p>With the permission of Treasurer it was brought to the notice of Finance Committee that in case of demand from Govt. of W.B. for payment for KMDA land to be allotted at reasonable rate, it may be proceeded with, and Finance Committee will be informed accordingly.</p>	

Agenda Item No. 2

Matter regarding Renovation and Conversion of Room No. 328 into Mini Auditorium

In this reference to the renovation and conversion of Room No. 328 into mini auditorium, a meeting held in the chamber of the Vice Chancellor in the presence of Hon'ble Treasurer Dr. Sujay Basu with the vendors Curtain Center proprietor Mr. Ajay Dey, a resolution has been reached to:

1. That the M/s Curtain Center instead of providing movable chairs will provide and fix in place complete fixed chairs for Room 328.
2. That for the windows as the Contractor has reported difficulty in providing the design in Fenesta, an equivalent window of a different make with suitable sound proofing would be provided for by the Curtain Center.
3. Further, M/s. Curtain Center has agreed to give another additional discount of 1% in the overall bill to be provided after completion of work.

Submitted for direction.

Agenda Item No. 3

Tiling work of Fire Reservoir in front of the Hostel Block along with the fountain.

The Finance Committee approved the proposal to undertake the tiling work of the Fire Reservoir in front of the Hostel Block along with the Fountain. The estimated work of the was around Rs. 4,97,542/- In this relation Mr. Kartik Ravichander, Founder of M/s ZeHn and an alumna of WBNUJS, will be donating of Rs. 5,00,000/- (Rupees Five Lakhs) towards tiling and filtration of water of the Fire Reservoir.

Submitted for information.

Agenda Item No. 4

Proposal for setting up Centre for Regulatory Studies, Governance and Public Policy.

A proposal for setting up Centre for Regulatory Studies, Governance and Public Policy in the University with the assistance of the Higher Education Department, Government of West Bengal is provided in Annexure 4A. In this regard Room No 305 and Room No 306 is needed to be renovated and allocate for the Centre for Regulatory Studies, Governance and Public Policy The estimated total cost of the renovation will be placed in the table.

The members of the Finance Committee may approve the budget for financial assistance to be provided by the State Government and thereafter the financial expenses regarding the renovation work in Room No 305 and Room No 306.

Submitted for further direction and approval

**THE WB NATIONAL UNIVERSITY OF JURIDICAL
SCIENCES, KOLKATA**

PROPOSAL FOR SETTING UP

**CENTRE FOR REGULATORY STUDIES, GOVERNANCE AND
PUBLIC POLICY**

The areas of regulatory studies, governance and public policy have emerged as the most significant aspects of public (and also private) administrations in the modern period of time. Though the administrators are vested with wide variety of regulatory powers, the exercise of them should be done skilfully within the limitations. The benefit-cost analysis, regulatory risk assessment, public interest etc are the major aspects to be considered in structuring the regulatory policies, which are always challenging in the day to day administration.

Good governance has become the catchword of democracy. Public governance from the central level to local level in India is of prominence to everyone, since it affects each person in the country. The governance needs to be participatory, consensus oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive and rule of law oriented for being effective and good for the society. The regulation of corruption, giving due regard to the voices of minorities and vulnerable sections of the society, ensuring the food security and responding to the present and future needs of the society are fundamentals of good governance. Good governance is more significant in a multiparty democracy like India, since the governmental policies may change with the change in the power politics. Thus the administrators at the grass root levels need to adapt themselves to the situation and strive towards better governance.

Laying down the public policy acceptable to all is a daunting task for the administration. It involves dynamic, complex and interactive systems to indentify and counter the concerns of public through policy-making. Public policy-making is a continuous process requiring the knowledge of contemporary developments in the economic, social, political and other fields. Since there are several competing groups who try to influence the public policy-making in their own interests, the policy makers need to act in utmost good faith and free from external influences. The public policy must be goal-oriented, aiming for

the good of public in general.

The systematic regulatory schemes, good governance and public policy are the preconditions for the establishment of a rule of law society, which we have pledged to establish under the Constitution of India. Protection of human rights, impartial regulatory norms, transparent administration, protection of minorities and oppressed sections of the society and elimination of corruption are the tasks of administration. Considering the enormous amount of tasks of administration, the number of people dealing with them seems to be disproportionate, leading to the partial fulfilment of manifold tasks.

The above outlined aspects of the administration clearly unveil the requirement of external support to the administration to deal with the plethora of issues unfolding on almost every day basis. Though the administration is making best efforts in addressing these issues, it has become practically difficult for the administrators to cater to every need of the society. For making the administration more responsive, inclusive, pro-active and effective, there is a need to devise appropriate institutional arrangements. Unfortunately, the Universities in India have not given due significance to the aspects of regulation, good governance and public policy either in their curriculum or in the practical aspects of research and recommendations. This failure of the academics to join hands with the administration in India seems to be one of the major reasons for not bringing the administration up to the expectations of the people.

In light of these factors, improving the systems of regulation, governance and public policy-making on a sustained basis requires institutional arrangements through which inputs on the most appropriate public interventions can be made available to the higher levels of decision making in the Government. This would involve sustained study and research on the national and international best practices on different aspects of regulation, good governance and public policy-making with a view to make recommendations to the Government for implementing the best models.

This objective can be met, *inter alia*, by setting up a 'Centre for Regulatory Studies, Governance and Public Policy' in the West Bengal National University of Juridical Sciences, Salt Lake, Kolkata to be funded by the Higher Education Department. The Centre may have three Research Fellows for a tenure of five years each, of whom two shall be person with at least twenty years of hands-on experience in the field of governance, public policy-making and public administration (since the objective of the Centre will be to produce deliverables that are workable and suited for implementation). The third Fellow shall be a person with

minimum twenty years of teaching experience in the University system preferably in the field of regulatory studies, governance and public policy. To attract senior persons with wide exposure to the subject, the position of the Fellows are pegged at the level of Professor with a consolidated fellowship of Rs. 1,50,000/- per month.

The Research Fellows would be supported by five Research Assistants to undertake research in various aspects under the mandate of the Centre. The Research Assistants are appointed for the initial term of two years, which is further extendable by three more years. Each Research Assistant shall be entitled to a consolidated remuneration of Rs. 20,000/- per month.

The selection of the Research Fellows and Research Assistants will be done by the Screening-cum-Selection Committee through open interview. Vice Chancellor, NUJS (as Chair Person), Secretary, Department of Higher Education and Finance Secretary, Government of West Bengal shall be the part of the Committee.

Each Research Fellow is expected to publish minimum one full length article/paper relating to the subject area in the journals of international repute every year during the period of his/her fellowship besides furnishing policy inputs to the Government of West Bengal on a periodic basis. Each Research Fellow is also expected to offer one three credit course to the students of WBNUJS every year to benefit them in inculcating the administrative capabilities, which is essential for their better carrier opportunities.

For the setting up of the Centre, following financial assistance may be provided by the State's Department of Higher Education to WBNUJS:

A. Capital Cost (One time):

Procurement of office equipment, furniture and fixtures: Rs. 25,00,000

B. Recurring costs (Per annum):

- | | | |
|-------|--|---------------|
| (i) | Remuneration for three Research Fellows:
(@ Rs. 1,50,000/- per month) | Rs. 54,00,000 |
| (ii) | Remuneration for five Research Assistants:
(@ Rs. 20,000/- per month) | Rs. 12,00,000 |
| (iii) | Grant for purchase of books, journals and news papers: | Rs. 3,00,000 |

(iv) Workshop / Seminar:	Rs. 4,00,000
(v) Stationeries and consumables:	Rs. 50,000
(vi) Secretarial assistance:	Rs. 50,000
(vii) Contingency:	Rs. 1,00,000
Institutional overhead charges (@ 15% of the total receipt):	Rs. 15,00,000
<u>Total :</u>	<u>Rs. 1,15,00,000</u>

(Rupees one crore and fifteen lakhs only)

Note: The above budget is for the first year of grant. The second year onwards the grant is confined to the recurring costs of Rs. 75,00,000 plus 15% of institutional overhead charges (as per the University Regulations). [75,00,000 + 11,25,000 = 86,25,000 per year]

Agenda Item No. 5

Report by the Technical Expert from the Indian Institute of Engineering, Science & Technology, (BESU) Shibpur, West Bengal experts for quality auditing, payment to be made and work to be completed.

As per the direction of the Executive Council, a Committee was set up to conduct an audit in the quality of the work performed by the Contractors in Room No 328, 201 & 227 by engaging the technical expert from the Indian Institute of Engineering , Science, & Technology, (BESU) Shibpur, West Bengal. The report of the Technical Expert is provided as Annexure 5A for discussion and direction

Submitted for direction.



Amexare - SA

nujs kol <info@nujs.edu>

Re Letter from Hon'ble Vice Chancellor WBNUJS

Swapan Sen <swapan.sen52@gmail.com>
To: nujs kol <info@nujs.edu>

Sat, Jan 31, 2015 at 12:03 PM

To,
Vice- Chancellor,
NUJS.

Dear Sir,

We are sending our reply in response to your letter dated 29th., January, 2015. Kindly acknowledge.

Swapan Sen
Advisor Engineer
IEST, Shibpur

Dr. S. Haldar
Advisor
IEST, Shibpur

[Quoted text hidden]

 **NUJS-2.docx**
14K

Memo.: CAMP-1/WBNUJS/2015/01

Dated:- 30th January, 2015.

To

Professor Dr. P. Ishwara Bhat

Vice Chancellor,
The WB National University of Juridical Science
Dr. Ambedkar Bhavan, 12 LB Block,
Sector –III, Salt Lake City,
Kolkata – 700098
Email: vcnujs@gmail.com

- Subject: Submission of Quality Audit Report.
- Reference: Your letter dated 29 the January, 2015.

Respected Sir,

With reference to the subject, you may kindly recall the visit of Mr. Swapan Sen, Advisor- Engineering, IEST, Shibpur to your office on 22nd January, 2015, and subsequent discussions held with your good self on the subject.

Regarding Submission of the Final Quality Audit Report, we are still awaiting certain detail measurement and reporting on the work done from the surveyors. The final report will be submitted as soon as possible.

However for commencement of pending work as stated in your letter as above, we suggest adopting of following procedure.

- The work should be executed as per specification laid down by the consulting architectural firm selected by the WBNUJS.
- All balance work should be certified by the architectural firm registered with the Council of Architecture, India or any other Government Engineering Department.
- All measurement of works shall be recorded in the computerized measurement book/ measurement book (MB) and the same should be certified for payment by the consulting architectural firm.

Thanking you and assuring our best services at all times,

Yours faithfully,

Sd/-

Prof. Sibabrata Halder
Advisor, Architecture & Planning,
IEST, Shibpur, Howrah

Shri Swapan Sen
Advisor, Engineering
IEST, Shibpur, Howrah

Agenda Item No. 6

Matter regarding weekly/ Gazette Holiday Allowance for the University Driver

At present University drivers are being paid Rs. 250/- towards weekly/ Gazette allowance as per the direction of the Executive Council of the University. In the present scenario, the drivers of the University have requested to enhance their rate of weekly/ Gazette allowance to a one day's salary as their monthly pay has increased substantially. The Members of the Finance Committee may direct on the same.

Submitted for direction.

Agenda Item No. AA1

The Govt. of West Bengal had allocated a KMDA land to the University for construction of University hostel and Guest house. In this context the University had paid Rs. 44,84,975/- towards procurement of the land measuring . 3000 sq. mtr.

Submitted for information

Summary of the views of Prof. Haldar of BESU in the matter of review of the structural works in Rooms 201, 228 and 328 - as per meeting held on December 16, 2014 in Dr. Bhat's office.

- (1) The contract for the civil works was reasonably specific in scope without any ambiguity on nature of work or materials to be used;
- (2) The award of the contract appeared to be not in conformity with norms followed by Central / State government entities (per which a minimum number of quotations / bids must be received in response to a tender prior to award of contract);
- (3) The cost agreed upon at the time of award of contract to the Contractor (Curtain Centre) was higher than reasonable for work of that nature;
- (4) There was no provision within the contract for escalation of cost and as such it was a fixed price contract;
- (5) There were multiple instances of advance payments demanded from the university - which was not in accordance with norms followed by Central / State government entities (per which only one advance can be asked for at any one time);
- (6) There were instances where items billed to the university (such as chairs) were priced much higher than prevailing market prices;
- (7) There seemed to have been instances where the same material / work was billed more than once to the university under the system of 'Running Bills';
- (8) There were instances where items categorised as 'extra' were billed to the university despite no scope in the contract for such extra items without prior approval of the university;
- (9) Consequent to para (8) above, it appeared the total amount billed to the university as on date exceeded the proportionate progress of work actually complete;
- (10) There seemed to have been instances where material of quality inferior (to that specified in the contract) was substituted by the contractor without consequent reduction in price or intimation/approval of the university;
- (11) The above discrepancies in the invoicing seemed to have been overlooked by the university, its engineer, and architect at the time of approval / certification of the invoices for payment;
- (12) Assessment of the electrical works undertaken by Power Systems could be undertaken only after the Director of BESU deputed an appropriate person upon request of NUJS.

Agenda Item No. AA1

The Govt. of West Bengal had allocated a KMDA land to the University for construction of University hostel and Guest house. In this context the University had paid Rs. 44,84,975/- towards procurement of the land measuring . 3000 sq. mtr.

Submitted for information