

**MINUTES OF THE 121ST MEETING
OF THE FINANCE COMMITTEE
HELD ON VIRTUAL MODE ON
03rd AUGUST, 2022 AT 07.00 PM.**

**THE WEST BENGAL NATIONAL
UNIVERSITY OF JURIDICAL
SCIENCES**

121st Meeting of the Finance Committee

Agenda no.	Agenda Description	Page No.
1.	Confirmation of the Minutes of the 120 th Meeting of the Finance Committee	4
2.	Renewal for Fire and Burglary Insurance Policies of the University	4
3.	Proposal for Up-gradation of the Substation of The University	5
4.	Proposal for vertical extension of the Institute Block of the University	5
5.	Proposal for installation of Hot Water supply for University Hostel Block	6
6.	Proposal for approval of budget for the 43 rd All India Criminology Conference to be held during 15 th to 17 th December, 2022	7
7.	Proposal for procurement of Furniture for M.Sc Forensic Science Classrooms	7
8.	Proposal for construction of Smart Hybrid Classrooms	8
9.	Proposal for payment of Website Development of the University	9
10.	Proposal for selection of Statutory and Internal Audit Firm for the University through Tender	9
11.	Proposal for renewal of Offer of Appointment of Tax Consultant of the University	10
12.	Proposal for Utilisation of the Amount received from CLAT Consortium by the University	10
13.	Proposal for Renewal of ERP System of the University	11
14.	Proposal for Repairing and Painting of Room No. 312, 313, 314 and 315 of the University	11
15.	Application for leave encashment of former Accounts Officer	12

The West Bengal National University of Juridical Sciences.
Dr. Ambedkar Bhavan, Salt Lake, Kolkata.

The Hundred Twenty First meeting of the Finance Committee was held through virtual mode on 03rd August, 2022 at 04.30 PM at Dr. Ambedkar Bhavan, 12LB Block, Sector-III, Salt Lake City, Kolkata-700106.

Following member was physically present in the meeting:

1. Hon'ble Professor (Dr) Nirmal Kanti Chakrabarti, Vice-Chancellor, WBNUJS.

Following members were present in the meeting through virtual mode:

1. Mr. Soumendra Nath Mookherjee, Advocate General, West Bengal.
2. Mr. Ratnanko Banerji, Sr. Advocate , Treasurer, WBNUJS (In chair).

The following members were not able to attend the meeting due to other official work:

- 1) Mr. Manish Jain (IAS), Principal Secretary, Higher Education Department, Govt. of West Bengal.
- 2) Mr. Partha Sarathi Sen, Secretary, Judicial Department (In-charge), Govt. of West Bengal.

Smt. Sikha Sen, Registrar (Acting), Ex-Officio Secretary was physically present in the meeting.



The West Bengal National University of Juridical Sciences
Minutes of the 121st Meeting of the Finance Committee of
WBNUJS held on 03rd August, 2022 at 07.00 PM.

Sl. No.	Agenda Item	Resolution
1.	Confirmation of the Minutes of the 120 th Meeting of the Finance Committee	<p>Confirmation of the Minutes of the 120th Meeting of the Finance Committee which was held on 17th June, 2022.</p> <p>The minutes are enclosed as Annexure-1A.</p> <p>Submitted before the Committee for confirmation.</p> <p>Resolution</p> <p>The Minutes of the 120th Meeting of the Finance Committee held on 17th June, 2022 as placed is confirmed.</p>
2.	Renewal for Fire and Burglary Insurance Policies of the University	<p>The University is maintaining Fire and Burglary Insurance Policies which is procured from M/s National Insurance Company Limited vide Policy No 100400112110000005 and Policy No 1004005921100000011 respectively. The previous policy expired on 03rd April 2022. The University received fresh quotations from the Authorised Agent of the Insurance Company for renewal of the said policies. The renewal premium amounts to Rs. 2,58,412/- for Fire Insurance and Rs. 1,39,258/- for the Burglary insurance. The said policies were renewed and the premium was deposited vide Cheque No 066788 and Cheque no 066789 dated 08.04.2022.</p> <p>In this regard, attention is requested towards Rule 15 of the Delegation of the Financial Power Rules, 1978 which provides for Insurance of Government Property and applicability of such rules to the mooted transaction of insurance renewal.</p> <p>The relevant documents are placed in Annexure- 2A.</p> <p>Submitted for perusal and directions whether we will continue the insurance policies OR discontinue as per the Govt of India Rules.</p>

Sen

Mr. Chandra Sekhri
Page 4 of 12

		<p>Resolution</p> <p>Resolved that the University should continue with the insurance policies as per previous practice.</p>
3.	<p>Proposal for Up-gradation of the Substation of The University</p>	<p>The University after inspection by competent personnel intends for reconstruction and up-gradation of the Substation of the University. Accordingly, an estimate is received from PWD, Bidhannagar Electrical Division vide Memo No. 152 dated 10th February, 2022 for servicing of Transformers, Main dist. Panel Boards and other associated electrical work for an amount of Rs. 4,49,253/- . The proposal was placed and approved in Agenda No. 12 of the Meeting of the Building Committee held on 05th May, 2022.</p> <p>The relevant documents are placed at Annexure – 3A. Submitted for perusal and further directions.</p> <p>Resolution</p> <p>Resolved that the proposal is approved and work order to be placed with the PWD, Bidhannagar Electrical Division, Govt. Of West Bengal for the amount of Rs.4,49,253/-.</p>
4.	<p>Proposal for vertical extension of the Institute Block of the University</p>	<p>In pursuance of resolution of Agenda No. 2 of the 120th Meeting of the Finance Committee held on 17.06.2022. a letter was sent to Principal Secretary, Government of West Bengal, Law Department with respect to building dated 06.07.2022. It was proposed in the letter that the vertical extension of the Academic Building 4th and 5th Floor by PWD, West Bengal can be constructed utilising the University Fund in Campus Development (CLSB/CLKCC Deposits) having a corpus of Rs. 92 Crores is available.</p> <p>The State Government letter dated 18.07.2022 informed that Law Department has no objection if required fund of Rs. 17 Crores is incurred from aforesaid fund.</p> <p>Accordingly, we may issue the Work Order to PWD, West</p>

		<p>Bengal to start the vertical extension work as proposed above.</p> <p>The relevant documents are placed at Annexure-4A.</p> <p>Submitted for perusal and approval.</p> <p><u>Resolution</u></p> <p>Resolved that keeping in view that the pain of the vertical extension and the estimated expenditure received from Chief Engineer, PWD, West Bengal for a total amount of Rs. 17,85,74,258/- for civil and electrical works for such vertical extension and had been approved by the building committee in its meeting held on 05th May, 2022, the Finance Committee recommend the proposal to the Executive Council for kind approval of the proposed vertical extension of the Academic Block.</p> <p>The necessary funds be incurred from corpus fund of the University in CLKCC deposit of Rs. 92 Crores. As the State Government in its letter dated 18.07.2022 expressed no objection of utilizing of aforesaid fund of vertical extension we may utilize the fund from time to time as and when demanded by PWD, West Bengal for the proposed vertical extension.</p> <p>However, with the work order a sum of Rs. 3,00,00,000/- (Three Crores only) to be paid to PWD, Govt of West Bengal to begin the work.</p>
5.	Proposal for installation of Hot Water supply for University Hostel Block	<p>The matter arises from the resolution of Agenda No. 04 of the 120th Meeting of the Finance Committee held on 17.06.2022. The University contacted the Office of The West Bengal Renewable Energy Development Authority to clarify whether the electricity to be generated can be used for hot water system in the washroom/toilets or not.</p> <p>The West Bengal Renewable Energy Development Authority informed the University vide Memo Ref. No. WBREDA/SPV Power Plant/103/2019/626 dated</p>

		<p>19./07/2022 that now all the solar plant there is only one system whereby electricity to be produced be directly given to the power grid only. Hence, the University will have to go for installing heat pump system in the gents & ladies hostel block.</p> <p>The University proposes for inviting tenders to install such water heater system.</p> <p>The relevant documents are placed in Annexure – 5A. Submitted for perusal and further directions.</p> <p>Resolution</p> <p>The proposal is approved by the Finance Committee. The committee also recommended that the installation work to be carried out through invitation of tenders in the open market. The cost of the work to be determined after finalisation of the tender process and to be placed before the Finance Committee for further evaluation.</p>
6.	<p>Proposal for approval of budget for the 43rd All India Criminology Conference to be held during 15th to 17th December, 2022</p>	<p>The University is going to organize the 43rd All India Criminology Conference on “Reimagining Criminology and Criminal Justice in the context of changing paradigm of Science and Technology” during 15th to 17th December, 2022. In this context, the University has prepared the budget for the conduct of the Conference.</p> <p>The relevant Documents are placed at Annexure- 6A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>The proposed budget for the 43rd All India Criminology Conference is approved by the Finance Committee. The Committee approved the proposal for sponsorship of Rs. 10,00,000/- (Ten Lakhs) from the University for the said conference.</p>
7.	<p>Proposal for procurement of Furniture for M.Sc Forensic Science</p>	<p>The University is in the process of development of 02 (two) nos of classrooms Room No 305 & 306 for conducting of classes for M.Sc Forensic Science course. For such purpose, there is requirement for 32 nos. of High & Low bench Combined Desk. The University</p>

ser

Dr. Manjiv K. Bhatnagar

	Classrooms	<p>obtained an estimate of Rs. 6,58,085/- (including GST @ 18%) from The West Bengal Forest Development Corporation Limited for the supply of such furniture. As per the terms and conditions of the Proforma Invoice, 50% of such amount is required to be paid as an advance and balance at the time of delivery.</p> <p>Accordingly, The University has placed purchase order vide Ref No. NUJS/PO/Forest/20/2022-23 dated 15th July, 2022 on the vendor. As per terms & conditions, an amount of Rs. 3,29,042/- is payable as advance by the university.</p> <p>The relevant documents are placed at Annexure – 7A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>Resolved that the proposal for the entire estimate of Rs.6,58,085/- (including GST @ 18%) is approved. 50% of the amount to be paid upfront as advance and the balance to be paid on completion of the job.</p>
8.	Proposal for construction of Smart Hybrid Classrooms	<p>The University proposes to construct a Smart Hybrid Classroom in Room No. 114 of the Academic Block. In this connection, a proposal was received from M/s. West Bengal Electronics Industry Development Corporation Ltd. vide Ref No. DM/NWD/WBNUJS/22-23/001 dated 04.05.2022 for an amount of Rs. 20,45,747/- (GST extra on actual amount of Bill). This includes Rs. 15,03,444/- for IT Equipments and Rs. 5,42,303/- for Civil & Electrical Equipments.</p> <p>Accordingly, Work Order being placed on M/s WEBEL for the abovementioned work vide Ref No. NUJS/WO/WEBEL/4/2022-23 dated 17th May, 2022.</p> <p>The relevant Documents are placed at Annexure – 8A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>Resolved that the proposal is approved with the total amount of Rs. 20,45,747/-plus GST.</p>

Sen

Mr. Chandra Babu
Page 8 of 12

9.	Proposal for payment of Website Development of the University	<p>The proposal for Development of Website of the University was placed on M/s. West Bengal Electronics Industry Development Corporation Ltd. vide Order Ref No. NUJS/WO/WEBEL/45/201-20 dated 31st January, 2020 for an amount of Rs. 5,05,772/-.</p> <p>Accordingly, the vendor, M/s WEBEL has submitted a Tax Invoice vide Ref No. ESISWD21-22/0017 dated 31st March, 2022 for an Amount of Rs. 4,24,352/- for release of payment by the University.</p> <p>The relevant documents are placed at Annexure- 9A. Submitted for perusal and approval.</p> <p><u>Resolution</u></p> <p>Resolved that the proposal is approved for an amount of Rs. 4,24,352/- only.</p>
10.	Proposal for selection of Statutory and Internal Audit Firm for the University through Tender	<p>The function of Statutory Audit of the Annual Accounts of The University was entrusted to M/s Sen & Co., Chartered Accountants, for the Financial Year 2019-20, 2020-21 and 2021-22 vide Order Ref No. NUJS/REG/278/2020 dated 21st January, 2020. The tenure of appointment of the auditor will expire on completion of statutory Audit for the Financial Year 2021-22.</p> <p>The University requires the selection of Auditor for the conduct of Audit for the subsequent Financial Years. In this regard, the University proposes for floating of Tenders for such selection. Accordingly, the Notice Inviting Tender vide Ref No. WBNUJS/PurEnq/006/SIA/2022-23 is prepared for publishing.</p> <p>The relevant documents are placed at Annexure- 10A. Submitted for perusal and further directions.</p> <p><u>Resolution</u></p> <p>Resolved that the proposal is approved and action to be taken for floating of tenders for selection of Auditors for both statutory as well as internal audit.</p>

Sen


msc nandini


11.	Proposal for renewal of Offer of Appointment of Tax Consultant of the University	<p>The matter arises for the resolution of Agenda No. 05 of the 115th Meeting of the Finance Committee where M/s Ratan Kumar Goel & Co was appointed as Tax Consultant of the University for a period of One year on a consolidated fee of Rs. 1,00,000/- per month. Accordingly, Order was issued vide Ref No. NUJS/REG/Appointment/TC/04/21 dated April 05, 2021. The said appointment has already expired.</p> <p>Now, the University proposes for extension of such appointment for another term of 06(Six) months with the Tax Consultant on the same terms & conditions. The relevant documents are placed at Annexure- 11A. Submitted for perusal & approval.</p> <p>Resolution</p> <p>Resolved that the proposal for extension of appointment of M/s Ratan Kumar Goel & Co as tax consultant of the University for another six months i.e from April, 2022 till September, 2022, on the same terms and conditions is approved.</p> <p>Further resolved that action to be taken for preparation of tender for appointment of tax consultant for a period of three years or more.</p>
12.	Proposal for Utilisation of the Amount received from CLAT Consortium by the University	<p>In the 118th Meeting of the Finance Committee held on 22nd January, 2022, it was proposed that the Funds received from Consortium of National Law Universities for the Financial Year 2019-20 and 2020-21, is to be utilised on any of the following heads as mentioned below:</p> <ol style="list-style-type: none"> 1) Library Books & E-resources. 2) IT Development. 3) Purchase of Laptops , Desktops & related Accessories. 4) Scholarships. 5) Research Grants. <p>The University has received Rs. 1,50,00,000/- (One Crore Fifty Lakhs only) as on 01/02/2022 in Union Bank Account No 520141001392626 , NUJS Campus Branch. Now it is</p>

		<p>proposed that the University will utilise the amount on Research Grants and Scholarships (preferably to LLM Students).</p> <p>The relevant documents are placed at Annexure- 12A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>Resolved that the proposal is approved. Further resolved that the Statement of Utilization in respect of the CLAT Fund be submitted within the Financial Year 2022-23.</p>
13.	Proposal for Renewal of ERP System of the University	<p>The University is presently operating an ERP Software designed by LS Academia. The contract for the ERP system is given to M/s WEBEL Technology Ltd which is further sub-contracted to M/s Libsys Limited.</p> <p>Now, the University proposes for further renewal of the contract of LS Academia ERP system till 28th January, 2023. In this regard, the University received an email dated July 22, 2022 from M/s Libsys Limited for renewal of the contract. The annual subscription charges for the LS Academia ERP modules amounts to Rs. 8,92,500/- (GST @ 18% extra). The charges will proportionately reduce if the University opts for non-operation of any of the modules.</p> <p>The relevant documents are placed at Annexure – 13A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>Resolved that the proposal for further renewal of the contract of LS Academia ERP system till 28th January, 2023 is approved.</p>
14.	Proposal for Repairing and Painting of Room No. 312, 313, 314 and 315 of the	<p>The University proposes for repairing and painting of Room No. 312, 313, 314 and 315 of the Institute Block. Accordingly, request was sent to Executive Engineer, PWD, Bidhannagar Division (West) for inspection and submission of estimate. An estimate vide Memo No. 793-W/240 dated 29.04.2022 was received from PWD for an</p>

	University	<p>amount of Rs. 1,78,513/- in respect of Room No. 312,313 and 315. A separate estimate is received in respect of Room No. 314 for an amount of Rs. 1,68,223/- vide Memo No.804-W/240 dated 05.05.2022. The total involvement for the work amounts to Rs. 3,46,736/-.</p> <p>The proposal for Room No. 312,313 and 315 was already placed and approved as per resolution of Agenda No. 21 of the Meeting of the Building Committee held on 05.05.2022. However, the proposal for Room No. 314 was not placed since the estimate was received on 06.05.2022.</p> <p>The relevant documents are placed at Annexure- 14A. Submitted for perusal and approval.</p> <p>Resolution</p> <p>Resolved that the proposal is approved except for Room No. 314 and Work Order be placed with PWD, Govt of West Bengal. Further resolved that in respect of Room No. 314, the proposal to be first placed before the building committee for evaluation.</p>
15.	Application for leave encashment of former Accounts Officer	<p>The University received an application for encashment of leave from Mr. Shiharan Kumar Basu, Former Accounts Officer of the University.</p> <p>The relevant documents are placed at Annexure – 15A. Submitted for perusal and further</p> <p>Resolution</p> <p>The agenda is deferred. The matter to be placed before the Finance Committee along with the service file of the incumbent.</p>

The meeting ended with thanks to the Chair.


Smt. Sikha Sen
(Registrar(Acting))


Prof.(Dr.) Nirmal Kanti Chakrabarti
(Vice-Chancellor)