

# Information and Library Network Centre

(An Inter-University Centre of the UGC)

Infocity, Gandhinagar

25<sup>th</sup> July, 2016

## Minutes of the 24<sup>th</sup> Meeting of the Finance Committee of INFLIBNET Centre held on Friday, the 22<sup>nd</sup> July, 2016 at India International Centre, New Delhi

### Members present

Dr. RK Chadha	Former Addl. Secretary Lok Sabha, Nominee, GB(Chairman)
Dr. Jagdish Arora	Director, INFLIBNET Centre
Dr. Jitendra Kumar Tripathi	Joint Secretary (Finance), UGC, New Delhi
Mr. Yatrik R Patel	Scientist D (CS), INFLIBNET Centre
Mr. Harish Chandra	Administrative Officer & Non-Member Secretary

### Invitee

Dr. (Mrs) Manju Singh	Jt. Secretary UGC (IUC/MC) & Bureau Head
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Dr. Jaspal Singh Sandhu, Secretary UGC could not attend the meeting due to his prior commitments.

Dr. RK Chadha Former Addl. Secretary Lok Sabha extended a warm welcome to the members. He then requested Dr. Jagdish Arora to initiate the proceedings of the meeting. Dr. Arora, in turn, requested Mr. Harish Chandra, Administrative Officer to take up the agenda items.

### 1. Confirmation of the Minutes of 23<sup>rd</sup> Meeting of the Finance Committee held on 07 March, 2016 at India International Centre Annexe, New Delhi

The Minutes of the 23<sup>rd</sup> Meeting of the Finance Committee held on 07<sup>th</sup> March, 2016 at India International Centre Annexe, New Delhi were confirmed as circulated since no comments were received from the members.

### 2. Action Taken on the Decisions Made during the 23<sup>rd</sup> Meeting of the Finance Committee held on 07 March, 2016 at India International Centre, New Delhi

Shri Harish Chandra, Administrative Officer briefed the members on the actions taken on decisions made during the 23<sup>rd</sup> Meeting of the Finance Committee as given below:

- 2.1. Centre is exercising austerity measures, keeping non-plan expenses within the allocated limits.
- 2.2. Centre submitted updated responses to the queries of C & AG auditors for the audit carried out by them for the year 2014-15.
- 2.3. The spare capacity of VRF air-conditioning used in Scientists quarters has been withdrawn.
- 2.4. The final bill i.r.o. M/s Katira Constructions Ltd. has been made after following due procedures. Although the deductions from the bill has been protested by the contractor. The payment of final bill i.r.o. M/s Malani Constructions Co. Ltd. was sent to the contractor, however, the cheque was returned by the contractor in protest of deductions made from the bill.
- 2.5. Members noted that officials from local body visited the Centre and informed for levy of property tax on the Institutional Building. Members, after a brief discussion, opined that Centre may proactively approach the local body for exemption from property tax on the Institutional Building.

### 3. Presentation of the Revised Budget Estimates for the F.Y. 2016-2017

Mr. Harish Chandra, Administrative Officer, presented the revised budget estimates for the 2016-17.

After detailed discussions and deliberations, members noted that the budget provides for the expenditure on its activities including establishment expenditures, organization of workshops and trainings, awareness programme, conferences / conventions, union database creation, Shodhganga, maintenance of building, operational requirement, procurement of furniture and fixtures and scientific equipment, etc. Members opined that the projections for further period shall be kept within the reasonable increase only and the miscellaneous receipts shall also be reflected with estimates of expenditure and recommended the following budget estimates.

<b>Revised Budget Estimates for the F Y 2016-17</b>	<b>Projected (Rs.in Lakhs)</b>	<b>Allocated (Rs. in Lakhs)</b>	<b>Released by UGC (Rs. in Lakhs)</b>
Non-Plan	650.00	---	Nil
Plan	518.00	518.00	Nil

Head of Accounts	Actual Expenditure for F.Y. 2015-2016	Budget Estimates for F.Y. 2016-2017	Actual Expenditure for April, 16 to June, 16	Revised Budget Estimates for F.Y.2016-2017
<b>REVENUE ACCOUNTS</b>				
Establishment Expenses				
<u>*Salary:-</u>				
i) Existing Staff	298.85	410.00	76.71	360.00
ii) Provision for Vacant posts to be filled up	0.00	20.00	0.00	10.00
<u>Staff Loans :-</u>				
i) Scooter/Motor cycle	0.00	1.00	0.00	1.00
ii) Car Loan	0.00	6.00	0.00	5.00
iii) H.B.A.	0.00	15.00	0.00	10.00
Travel				
i) Domestic	3.19	10.00	0.81	4.00
ii) Foreign	0.00	5.00	0.00	1.00
Maintenance of Office Buildings/hostels	17.80	18.00	3.75	20.00
Office Expenses	185.96	220.00	35.98	201.00
Recruitment Expenses	1.88	7.00	0.20	2.00
Consumable Store & Spares	2.62	7.00	0.78	4.00
Maintenance of Office Equipment	3.90	5.00	0.26	5.00
Staff welfare	0.59	1.00	0.00	1.00
Hiring of Expert / Consultants	4.20	6.00	1.05	5.00
<b>Sub Total : A</b>	<b>518.99</b>	<b>731.00</b>	<b>119.54</b>	<b>609.00</b>
Training/Conference/Seminars	31.79	30.00	2.21	35.00
Network Services and Facilities at Centre (BSNL etc.)	2.82	6.00	0.75	4.00
Library Services at Centre	0.19	3.00	0.00	1.00
Organization Development	0.00	10.00	0.00	1.00
<b>Sub Total : B</b>	<b>34.80</b>	<b>49.00</b>	<b>2.96</b>	<b>41.00</b>
<b>Total of Non-Plan</b>	<b>553.79</b>	<b>780.00</b>	<b>122.50</b>	<b>650.00</b>



**Internal Receipt/Income Generated by the Centre :**

(Rs. in Lakhs)

Head of Accounts	Actual Receipt for F.Y. 2015-2016	Estimated Receipt for F.Y. 2016-2017
Income generated from sale of SOUL Software	55.15	60.00
Interest earned on unutilized Grants-in-Aids on all projects	66.10	40.00
<b>Total:</b>	<b>121.25</b>	<b>100.00</b>

**3.1.2 BUDGET BREAK-UP OF INFLIBNET CENTRE (PLAN)**

(Rupees in Lakhs)

Head of Accounts	Actual Expenditure for F.Y. 2015-2016	Budget Estimates for F.Y. 2016-2017	Actual Expenditure for April, 16 to June, 16	Revised Budget Estimates for F.Y.2016-2017
<b>CAPITAL ACCOUNTS</b>	35.85	518.00	0.00	518.00
<b>Total of Capital Accounts</b>	<b>35.85</b>	<b>518.00</b>	<b>0.00</b>	<b>518.00</b>
Electronic Thesis and Dissertations (ETD) in universities (Shodhganga)	54.35	120.00	2.75	140.00
Institutional Building construction	347.27	0.00	0.00	192.40
<b>Sub Total</b>	<b>401.62</b>	<b>120.00</b>	<b>2.75</b>	<b>332.40</b>
<b>Total of Plan</b>	<b>437.47</b>	<b>638.00</b>	<b>2.75</b>	<b>850.40</b>
<b>Total Non Plan</b>	<b>553.79</b>	<b>780.00</b>	<b>122.50</b>	<b>650.00</b>
<b>Grand Total (Non-Plan + Plan)</b>	<b>991.26</b>	<b>1418.00</b>	<b>125.25</b>	<b>1500.40</b>

\*Centre shall demand additional funds to meet the additional expenditure on account of implementation of 7<sup>th</sup> Pay Commission Report.

\*\*UGC Infonet Digital Library Consortium, INDEST – AICTE and N-LIST have been submerged in to E- Shodh Sindhu vide MHRD notification F. No. 16-23/2014-TEL dated 01.12.2015. Same is now MHRD project funded by MHRD henceforth.

#### 4. Presentation of the Annual Audited accounts of the Centre for the F. Y. 2015–16

Mr. Harish Chandra, Administrative Officer, briefed the members on Annual Audited accounts of the Centre for the F. Y. 2015–16 that are prepared in accordance with the directions of UGC in the new format of accounting given by MHRD. Members opined that Centre may prepare one consolidated balance sheet for the Centre, instead of separate balance sheets for different projects. After detailed discussions and deliberations members recommended acceptance of the Annual Audited Accounts of the Centre for the F. Y. 2015–16.

#### 5. Briefing on the Updated Replies on the Audit Queries by the Auditors of the Comptroller & Auditor General (C&AG) of India for the F. Y. 2014-2015

Mr. Harish Chandra, Administrative Officer, briefed the members about the comprehensive test audit carried out by the Auditors of Comptroller & Auditor General of India during their visit to the Centre from 02.11.2015 to 27.11.2015. Members noted that Centre furnished appropriate updated revised replies to the audit report. Members opined that Centre shall comply with the observations made in the Audit Report.

#### 6. Approval of the Final Audited Bill Paid to M/s Katira Constructions Ltd. the civil Contractor for the Academic and Administrative Building

Members noted that the final bill payment of Rs. 2,82,81,438.00 i.r.o. M/s Katira Constructions Ltd. has been paid by the Centre after certain deductions as mentioned below:

Sl. No.	Amount in Rupees	On Account of
1.	48,47,550.00	Liquidated damages (delay Penalty)
2.	19,39,020.00	Labour Welfare Cess
3.	22,05,960.00	For pending defects and for on rectifications incurred by the Centre.
4.	7,73,900.00	Towards items not matching with the claim of the contractor

Members further noted that the contractor has protested deductions made by the Centre and have given a legal notice to the Centre to refer the matter for arbitration.

Members were informed that the final bill payment has not been accepted by M/s Malani Construction Co. Ltd. and the contractor has protested the deductions made on account of liquidated damages, recovery on account of BRD, labour cess, costs of pending defects, etc. The contractor has issued a legal notice to the Centre.

Members after brief discussions and deliberations opined that Centre may take appropriate action in regard of the protests by the civil contractors as per the tender terms.

#### 7. Payment of DA & DR w.e.f. 01.01.2016

Members, after brief discussions, noted the payment of dearness allowances and Dearness Relief to the employees and pensioners respectively as per GOI circulars.

Meeting ended with the vote of thanks to the chair.



(Jagdish Arora)  
Director, INFLIBNET Centre



Dr. R.K. Chadha  
Chairman, Finance Committee & Governing Board



(Harish Chandra)  
Non Member Secretary





## Information and Library Network Centre

(An Inter-University Centre of UGC)  
Infocity, Gandhinagar

24<sup>th</sup> Meeting of the Finance Committee  
Friday, 22<sup>nd</sup> July, 2016 at P D Hall, India International Centre Annexe, New Delhi

### Attendance Sheet

S.No.	Name	Status	Signature
1.		In Chair	
2.	Prof. (Dr.) Jaspal Singh Sandhu Secretary, UGC, New Delhi [Secretary, UGC]	Member	
3.	Dr. Jitendra Kumar Tripathi Jt. Secretary (Fin.) / UGC	Member	
4.	Dr. (Mrs.) Manju Singh Jt. Secretary, (IUC) UGC [Special Invitee, PBS]	Member	
5.	Dr. Jagdish Arora Director, INFLIBNET Centre [Member Secretary]	Member	
6.	Dr. R K Chadha Former Jt. Secretary (Lok Sabha) [Eminent Librarian]	Member	
7.	Mr. Yatrik R Patel Scientist-D (CS) – INFLIBNET Centre (Sr. Professional)	Member	
8.	Mr. Harish Chandra Administrative Officer (PA&F) INFLIBNET Centre	Non- Member Secretary	