

**MINUTES OF THE 38TH AUTHORITY MEETING HELD ON 28.11.2019
UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER &
CHAIRPERSON, SEEPZ-SEZ AUTHORITY.**

The following were present:

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| (i) | Shri. Deepak Jalani
Asstt. DGFT, Mumbai | - | Member |
| (ii) | Shri. Shishir B Nevatia
Director, M/s. Sunjewels Pvt. Ltd. | - | Member |
| (iii) | Shri C.P.S. Chauhan
JDC, SEEPZ-SEZ | - | Member/Secretary |
| (iv) | Shri Keshav Jadhav
ADC (Estate) | | |

The Chairperson welcomed the Members of the SEEPZ-SEZ Authority and thereafter Agenda was taken up for discussion.

Agenda Item No. 1 : Confirmation of the Minutes of the 37th Meeting held on 24.10.2019.

The Minutes of the meeting held on 24.10.2019 were approved with consensus.

Agenda Item No. 2: Engaging Executive for Legal Matters

The Authority was briefed about the exigency of a Legal Executive for handling day to day legal matters related to Court cases, preparation of draft Affidavit, vetting of tenders, show cause notices, Order-in-Original etc.

After deliberation, the Authority held the view that one Legal Executive can be hired from the Service Provider provided the appointment is co-terminus with the tenure of the contract of the Service Provider viz. G.A. Digital and the remuneration @ Rs. 35,000/- may be sanctioned from Authority Fund w.e.f. Oct. 2019 onwards.

Agenda Item No.3: Hiring Security Services for SEEPZ SEZ alongwith SEEPZ SEZ residential Complex (Govt. Qrts.) for the year 2019-20 through open tendering.

The Authority was apprised that the office had taken efforts to identify the vendors in Gem portal and all the requirements were not available there.

After deliberation, the Authority held the view that efforts may be taken once again and work out the specifications/parameters indicated in the GeM portal to float the tender and find a suitable service provider for hiring security agency.

Also in the meanwhile, the existing Security agency may be granted extension for a month upto 31.12.2019 and finalize the tender proceedings on Gem Portal and identify a suitable Security agency for awarding the contract for hiring the security services.

Authority also directed that a Service Level Agreement may be executed with the agencies being hired/awarded the contract for the work under Authority for the tenure period. The Service Legal Agreement should in future be issued alongwith Tender documents for information of bidders.

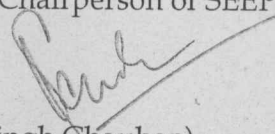
Agenda Item No.5: Proposal approval of the estimate for day to day maintenance of the SEEPZ Zone and Staff Qrts.

The Authority was briefed about the termination of the current agency viz. NFCD w.e.f 30.11.2019. Also the Authority was briefed about the estimate submitted by MIDC the Special Planning Authority for the said work.

After deliberation, the Authority held the view that the estimate was not sufficiently detailed. Hence directed to get the technical scrutiny done by MIDC and vetting of the estimate by the Engineers and place it before the Authority in next meeting for consideration. Also, as an emergency measure, since there would be no agency beyond 30.11.2019, the emergency repairs and services may be done by MIDC and the payment may be made on actuals.

The Meeting ended with a vote of thanks to the Chair.

This issues with the approval of the Chairperson of SEEPZ-SEZ Authority.



(C.P. Singh Chauhan)
Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority