

**SEEPZ SPECIAL ECONOMIC ZONE**

**ANDHERI (EAST), MUMBAI.**

**AGENDA FOR THE 40<sup>th</sup> MEETING OF THE SEEPZ**  
**SPECIAL ECONOMIC ZONE AUTHORITY**

**VENUE:** Through video conferencing on Webex application.

**DATE** : 12.06.2020

**TIME** : 11.30 A.M.

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Agenda Item No. 2	Proposal for approval of Hiring of vehicles for Authority.
Agenda Item No. 3	AMC for Air Conditioner Machines installed at SEEPZ Service bldg., all 3 gates and BFC Bldg.
Agenda Item No. 4	AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same.
Agenda Item No. 5	Proposal for Annual Maintenance Contract for day to day maintenance (civil/ electrical/ plumbing/ carpentry/ painting works etc.) for all the buildings of SEEPZ SEZ premises and SEEPZ SEZ Residential Complex.
Agenda Item No. 6	Proposal for approval of Comprehensive AMC for Access Control System and CCTV cameras system.

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**MINUTES OF THE 39<sup>TH</sup> AUTHORITY MEETING HELD ON 31.12.2019  
UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER &  
CHAIRPERSON, SEEPZ-SEZ AUTHORITY.**

The following were present:

- |       |   |   |                  |
|-------|---|---|------------------|
| (i)   | Shri. Devendra Singh<br>Dy. DGFT, Mumbai                      | - | Member           |
| (ii)  | Shri. Shishir B Nevatia<br>Director, M/s. Sunjewels Pvt. Ltd. | - | Member           |
| (iii) | Shri C.P.S. Chauhan<br>JDC, SEEPZ-SEZ                         | - | Member/Secretary |
| (iv)  | Shri Keshav Jadhav<br>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 38<sup>th</sup> Meeting held on  
28.11.2019.**

The Minutes of the meeting held on 28.11.2019 were approved with consensus.

**Agenda Item No. 2: Hiring of security services for SEEPZ SEZ along with SEEPZ  
SEZ Residential Complex (Govt. Quarters)**

The Authority was briefed that the existing contract for security services was awarded to M/s. Singh Intelligence Security Pvt. Ltd. @ Rs. 37,28,200/- per month i.e. Rs. 4,47,38,400/- per year which expires on 31.12.2019. The Authority was also informed that efforts were taken on GeM portal for selection of the agency. Authority was conveyed that M/s. Singh Intelligence Security was one among the lowest bidder by following Rule 149 (iii) of GFR 2017.

The Authority had obtained the satisfactory report from the Trade and the Committee headed by Specified officer w.r.t. the overall performance of the existing agency before selection for the next year. The report obtained from Committee and the SGJMA was found satisfactory.

After deliberation, the Authority held the view that M/s. Singh Intelligence Security Pvt. Ltd. being the existing security agency and aware of the security of the Zone and viewing the satisfactory report, agreed and approved that the tender may be



awarded to M/s. Singh Intelligence Security Pvt. Ltd. for a period of one year w.e.f. 01.01.2020 @ Rs. 31,09,129/- per month i.e. Rs. 3,73,09,551/- on a yearly basis.

**Agenda Item No.3: AMC for pest control in SEEPZ SEZ zone and Residential Complex**

The Authority was apprised that the efforts were made to identify the service provider in GeM portal for annual maintenance for pest control. The action w.r.t. tender proceedings were initiated and the technical bids were scrutinized and documentary evidences were found satisfactory by following Rule 149 of GFR 2017.

After deliberation, the Authority held the view that M/s. Pest Relief (India) Pvt. Ltd. being the lowest bidder may be awarded the contract for Rs. 2,75,049/- for a year. However, the service provider should ensure the frequency of the execution work as per the specifications mentioned in the terms and conditions of the Tender notice to eliminate/reduction of the rodents/reptiles/mosquitoes etc.

**Agenda Item No.4: AMC for Passenger and Freight Lifts installed at all SDFs and Gems & Jewellery Complex.**

The Authority was informed that the existing AMC for Passenger and Freight Lift was awarded to M/s. NFCD for a period of one year to 20.03.2018 for Rs. 7,64,900/- per annum and the same was extended till the finalization of the new agency. The office has had made efforts on GeM portal to procure these services in terms of Rule 149 of GFR 2017. However, no such services was found and hence process under Rule 201 of GFR 2017 was adopted for open tender. 4 quotations were received and out of which M/s. Jay Elevators is L1. It was noted that M/s. Jay Elevators also had the contract for maintenance of lifts in MIDC. Therefore, in terms of Rule 147, if a services is not available on GeM, action may be initiated for open tender in terms of Rule 201 of the GFR 2017.

The Authority was briefed that the tender floated was in 2 parts i.e. AMC and for repair/replacement of the damaged parts of the Passenger and Freight lifts.

After deliberation, the Authority held the view that M/s. Jay Bhagwan Elevators Co. being the lowest bidder may be awarded the contract for Rs. 32,03,585/- for a year. for Annual Maintenance Contract for passenger and freight lifts installed at all SDF's and Gems & Jewellery Bldgs. for Rs. 10,84,400/- and for repair/replacement of the damaged parts if any for Rs. 21,19,185/-.

Authority also directed that a Committee to be constituted comprising of 2 members of the Trade, Electrical Engineer and Estate Manager for approval of the items to be purchased for repair/replacement. The payment of such repair/replacement if any, would be made by the Committee only on certification of the bill and the quality of the item replaced by the Service Provider. 9xR

**Agenda Item No.5: Proposal for AMC for Air Conditioner Machines installed in SEEPZ Service Centre Bldg. and BFC Bldg.**

The Authority was informed that the existing contract was awarded to M/s. NFCD for a period of one year for Rs. 5,71,572/- on 13.06.2018 which was extended upto 18.09.2019. The Authority was apprised that, the office had initiated the process of tendering for engaging new agency in GeM portal in terms of Rule 149 of GFR 2017. However as no service provider was available on GeM portal, action was initiated on open tendering in terms of Rule 201 of GFR 2017 and this office had received 9 bids. The Committee has examined the technical bid and found that only 4 agencies were technically qualified. However, the financial bid could not be opened due to the absence of some of the Committee members. Therefore till the finalization of the new agency, the contract of the existing agency may be extended upto 18.01.2020.

After deliberation, the Authority approved the proposal for extension of the existing contract for AMC of AC Machines for a period upto 18.01.2020 or till the finalization of the new agency whichever is earlier.

**Agenda Item No.6: AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises and residential complex and removal/disposal of the same.**

The Authority was apprised that this office had made efforts to procure the service on GeM in terms of Rule 149 of GFR 2017, but no such services was available and hence floated the tenders as per the directions of the 37<sup>th</sup> Authority meeting held on 24.10.2019 for cleaning of gutters and 3 agencies had submitted their application. On scrutiny of the technical specifications by the Committee, only 2 bids were qualified.

After deliberation, the Authority held the view that before awarding the contract to the eligible bidder, views may be obtained from SGJMA and Specified Officer w.r.t. as to what would be the quantum of the precious metal content in the waste. Also information may be sought from other Zones w.r.t. the practice being followed by the respective Zone w.r.t. clearance of gutter waste, if any.

.....4/-

**Agenda Item No.7 : Proposal for approval of third party audit of the work carried out by NFCD**

The Authority was informed that the existing agency viz. NFCD had carried out the structural repairs and allied civil works of SDF-I to VI and G&J I to III and water proofing treatment to the roof slab. However as lot of complaints were received from Unitholders stating that the work was not satisfactory and not completed in all respects, Authority felt that a third party audit needs to be carried out. Since these services are not available on GeM portal, accordingly, tender was floated in terms of Rule 201 of GFR 2017 and as per the technical specifications submitted by the bidders, only 4 agencies were qualified for financial bid. The financial bid was opened and L1 bidder was found suitable for carrying out the aforesaid third party audit.

After deliberation, the Authority held the view that there is a huge disparity in the rates quoted by the bidders, hence the Committee to re-examine the same and furnish a report in the next Authority meeting.

**Agenda Item No.8 : Proposal for approval of estimate for the day to day civil maintenance of the SEEPZ Zone and Staff Qrts.**

The Authority was apprised that as per the directions of the 37<sup>th</sup> Authority meeting the services of the existing contractor viz. M/s NFCD was intimated the termination of their services w.e.f. 30.11.2019 vide letter d.t 21.11.2019.

Authority was further apprised that in the 38<sup>th</sup> meeting had directed that MIDC being the Special Planning Authority may be asked 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. Accordingly, MIDC was intimated to get the technical scrutiny of the estimate of day to day maintenance. However, MIDC has not replied for the same till date.

Therefore the Authority was requested that as day to day civil maintenance of the SEEPZ Zone and Residential Quarters is a necessity, wide publicity may be given by floating tender so that the eligible service provider who would fulfil the CPWD norms may be nominated/empanelled for carrying out the day to day civil work, maintenance on the actual cost by deploying labourers for attending to day to day carpentering work, plumbing work, painting work etc. and the material for doing the work may be purchased by the contractor/service provider and the quality of the work

done will be approved by the Committee constituted by the Authority comprising of 2 Members of the Trade, our Engineer and Estate Manager before release of any payment. The material cost to be re-imbursed on actual basis on monthly basis and labour cost to be paid as decided through tender.

After deliberation, the Authority directed to ensure that GFR Rules 2017 to be followed and also held the view that the tender may be floated to an agency purely on labour based so that 24 \* 7 Electrician/Plumber/Carpenter/Manson is available in the Zone for any exigency/urgent work. Authority also directed that for any day to day maintenance minor works the additional labourers may be deployed and payment may be made only on the labour cost.

However, the Authority also directed that a Committee to be constituted comprising of 2 members of the Trade (for each building), Electrical Engineer and Estate Manager for approval of the items to be purchased for the said minor works and the payment of such repair/replacement if any, would be made by the Committee only on certification of the bill and the quality of the item replaced by the Agency.

**Agenda Item No.9 :            Proposal for AMC for electrical works in SEEPZ SEZ Zone and Residential Complex**

The Authority was informed that the existing AMC for electrical works was awarded to M/s. Interlight Rs. 29,96,189/- per annum and the same was extended till the finalization of the new agency. This office had not initiated any action for floating fresh tender.

Authority was apprised that as day to day electrical maintenance of the SEEPZ Zone and Residential Quarters is a necessity, it is proposed that wide publicity may be given by floating tender so that the eligible service provider highly raising experience in the said field and Electrical Licence holder from CPWD/Chief Electrical Inspector and who would fulfil the CPWD norms may be nominated/empanelled for carrying out the day to day electrical work.

The tender may be proposed in 2 parts viz. one for the supply of atleast 2 Electricians in 3 shifts and another for supply of material required for the maintenance of the lighting poles, electrical fittings, flood lights, LED fittings, MCBs, conduit pipes cables, wires, switch fuse contractors etc. The contractor/service provider may procure the items as per the approved made and rates of the tender which would be

...6/-



certified by the SEEPZ Engineers. The quality of the work done will be approved by the Committee constituted by the Authority comprising of 2 Members of the Trade, Authority Engineer and Estate Manager before release of any payment. The material cost to be re-imbursed on actual basis on monthly basis.

After deliberation, the Authority directed to ensure that GFR Rules 2017 to be followed and also tender may be floated if same is not available on GeM, and maintenance for the same may be given for 3 years to the qualified bidder.

**Agenda Item No.10 :** Proposal for providing new barbed wire fencing over the existing compound wall of the SEEPZ SEZ periphery and any other repairs related to trimming of any plants and related repairs if need to secure the boundary of the Zone.

The Authority was apprised that SEEPZ being a customs bonded and large area, security personnel are patrolling 24\*7 to monitor the Zone and taking necessary precautionary measures to avoid any theft, fraud, keeping watch on incoming/outgoing visitors and also measures are taken for prevention of unauthorized removal of goods.

Authority was informed that the barbed wiring on the compound wall are damaged and in broken condition at many locations. MIDC being the Special Planning Authority may be asked to provide the estimate for the said work for the safety of the Zone so that the same can be placed before the next Authority.

After deliberation, the Authority held the view to identify the locations of the damaged barbed wire and obtain the estimate from MIDC.

**Agenda Item No.11 :** Proposal for renovation of the conference hall at BFC Bldg.

The Authority was apprised that the existing Conference Hall on the 2<sup>nd</sup> Floor, Business Facilitation Centre, SEEPZ-SEZ is being given to unitholders for conducting their Conference/Meetings. On inspection of the Conference hall of the BFC Bldg. it is noticed there is heavy leakage from the AC duct area damaging the false ceiling, coloring to be carried out, furniture damaged with termite, tiling/fittings in the toilet damaged etc. P.A. system does not also function smoothly.

After deliberation, the Authority held the view to obtain a detailed estimate from MIDC. A tender may also be floated, on CPPP, so that comparison may be available for procuring the services in terms of GFR 2017.

..7/-





**Agenda Item No.12: Proposal for renovation of the conference hall at SEEPZ Service Centre Bldg.**

The Authority was apprised that the existing Conference hall in the SEEPZ Service Centre is being used for conducting conference/meeting with delegates and Unitholders. On inspection of the Conference hall of the Service Centre Bldg. it is noticed there is heavy leakage damaging the false ceiling, furniture damaged, acrylic painting to be done on Furnitures.

After deliberation, the Authority held the view to obtain a detailed estimate from MIDC. A tender may also be floated on CPPP so that comparison may be available.

**Agenda Item No.13: Proposal for renovation of guest house at BFC Bldg.**

The Authority was apprised that the existing guest house in the SEEPZ Service Centre BFC Bldg. is being used for accommodating guest of unitholders and govt. officials visiting SEEPZ. On inspection of the guest house it is noticed that repairing/renovation of the pantry room to be done, replace the damaged false ceiling, entire painting to be done.

After deliberation, the Authority held the view to obtain a detailed work requirement room-wise for which a qualified Architect may be hired to decide the scope of work.

**Agenda Item No. 14: Proposal w.r.t. allotment of space**

The Authority was apprised that as per the advertisement, applications were received from stakeholders. All the applications were scrutinized as per the parameters defined and the Committee had submitted the report before the Authority.

After deliberation, the Authority noted the report submitted by the Committee and directed that the parameters and the results may be displayed on SEEPZ website for inviting comments providing 15 days time and thereafter if there is no reason found to interfere with the proposed allotment, the allotment of space may be granted to the recommended applicants as per the prescribed procedure.

**Agenda Item No. 15: Proposal for vacant space in the BFC Bldg.**

Authority was apprised that there are vacant space in the BFC Bldg. on the ground floor and 4<sup>th</sup> floor.



...8/-

After deliberation, the Authority held the view that parameters/criteria may be defined as per the SEZ Rules before allotting the space.

**Agenda Item No. 16 : Proposal for AMC for access control and CCTV Cameras System**

The Authority was conveyed that the Access Control System and 153 CCTV installed in the SEEPZ SEZ by MIDC was stabilized and was working in Jan. 2016 and the same was maintained by them during the defect liability period. However before taking over the project from MIDC, it is seen that the CCTV cameras are not functional as on date. Presently, each and every camera is defunct.

The Authority held the view that MIDC may make the access control system and CCTV cameras functional and hand it over so that the AMC can be awarded to any agency. Accordingly a letter was sent to MIDC on 13.11.2019 requesting them to make the access control system and CCTV cameras functional and hand it over immediately. MIDC vide their letter dt. 21.11.2019 had mentioned that the project is completed and the same was functionality even after the DLP period of the project is over and the same is being used by SEEPZ and its deemed to be handed over.

Authority was apprised that the said estimate of Rs. 133.13 lacs may possibly be on the higher side and there are agencies who would carry out the AMC at the lower rate as compared to MIDC. Hence it is proposed that the Authority may initiate action by following due procedure of GFR 2017 and float a tender and try to hire New agency at a much lower rate as compared to MIDC to make the CCTV cameras and access control system functional and if essential replace with the new cameras with a warranty of atleast 2 years and also ask the said agency to carry out the AMC for Access Control System and CCTV cameras system for two years.

Hence, after deliberation, the Authority directed to ensure that GFR Rules 2017 to be followed and also held the view that attempt may again be made on GeM and if it is not possible, the same be recorded and thereafter open tendering action may be initiated and AMC of 2 years may be granted to the eligible bidder.

**Agenda Item no. 17 : Proposal for replacement of the pipeline with bidder dia size as per the technical specifications upto compound wall to septic tank.**

The Authority was apprised that there is lot of choke up in the drainage line causing inconvenience to the Unit holders. These drainage lines were upgraded in 2004 and now choked up and difficult during the monsoons too. Hence, the

..9/-

Civil Engineer was asked to survey the entire drainage line from SDF-IV to existing septic tank and it was observed that the same needs to be replaced with sewer pipe lines and new manholes chambers of bigger dia size need to be constructed.

Authority was conveyed that this office vide letter dated 03.12.2019 has already asked MIDC to submit the detailed estimate with Standard Materials based on the current DSR and after received the estimate cost, submit the proposal in Next Authority Meeting for consideration. MIDC are yet to furnish their reply.

After deliberation, the Authority held the view that MIDC being the Special Planning Authority may be asked to furnish a detailed statement so that the drainage pipeline may be changed with a bigger dia and the cables thus ducted inside the drainage line may be laid in such a manner that there is no choke up.

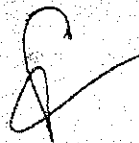
**Agenda Item no. 18 : Proposal for implementation of Solar Power Project by MEDA and appointment of PMC @ 3% consultancy Charges**

The Authority was briefed conveying that the proposal for implementation of the Solar Power Project was placed in the 34<sup>th</sup> Authority meeting held on 11.05.2018 and the Authority approved the implementation of the project from concept to commissioning by MEDA with PMC charges @ 1%. However, since MEDA had submitted the revised charges @ 3% consultancy charges and the scope of work the proposal was placed before the Authority. Authority was informed that the entire investment is made by the Developer of the Solar Power Plant as appointed by MEDA and expenditure is not to be incurred by SEEPZ.

Authority was also conveyed that in the 37<sup>th</sup> meeting, the present proposal of solar power plant is only for 5 MW and looking at the requirements at the Zone, the possibility of a 25 MW Power project may be explored, which may be implemented in co-ordination with MEDA @ 1% PMC consultancy charges only as approved in the 34<sup>th</sup> Authority meeting held on 11.05.2018.

Authority held the view that MEDA may be asked to furnish the detailed work order of the work executed in any Govt. dept. in which they have kept charges @ 3% or more and further whether they have undertaken similar work in current fiscal year for less than 3%. It was also decided to write to Govt. agencies such as Solar Energy Corpn. Of India Ltd. informing them about the proposal and seeking suggestions as to whether the model is reasonable. Also MEDA may be asked to examine as to whether the Solar Project can be implemented w.r.t. the stability of the Bldg.

...10/-



**Agenda Item no. 19 :- Proposal for purchase of motor bike and bicycles for Security guards & Caretaker**

The Authority was apprised that SEEPZ being a customs bonded area, security personnel are patrolling 24\*7 to monitor the Zone and taking necessary precautionary measures to avoid any theft, fraud, keeping watch on incoming/outgoing visitors and also measures are taken for prevention of unauthorized removal of goods and security of the women personnel working in the Zone.

Hence the issue of motorcycles and bicycles to be purchased as per the GFR 2017 norms under Authority was discussed and it was decided to purchase 2 nos. of electric scooter for the security personnel for the gate officials and 1 no. electric scooter for the Caretakers for patrolling 24 \* 7 of the Zone, inspection work of the Units, attending to any theft/fraud/court matter cases etc. and 3 bicycles for the use by the security guards. Authority also held the view that the existing 2 motorcycles may be repaired and also put to use.

**Agenda Item no. 20 :Proposal for Hiring of IT Software agency for development and maintenance of the software/hardware**

The Authority was apprised that the IT software firm may be hired to maintain and develop the software.

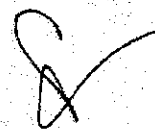
The Authority deferred the agenda and directed to examine the proposal in detail and furnish a report.

The Authority was also apprised that a Clean up Module (software) has been developed and would be uploaded shortly. All the Unitholders would upload the complaints if any, related to cleaning, disruption of lifts, AC etc. so that the same can be attended on priority by the SEEPZ SEZ Authority.

**Agenda Item no. 21 :Proposal for AMC and allied services of Sewage Treatment Plant in SEEPZ SEZ**

Authority was apprised that, this office vide letter dt. 12.03.2018 awarded the contract to Shri. Siddivinayak Entrps. for Operationalization and AMC of STP plat on the same terms and conditions of the MIDC work order dt. 14.05.2015 @ Rs. 41,00,000/- for a period of 3 months or till the finalization of the new agency and also directed this office to expedite the tender process.

As the fresh tender process is yet to be floated, the existing contractor is still continuing the AMC. SEEPZ Authority was of the opinion that instead of




extending the services of the existing contract for one year, a fresh tender may be called for and the existing contract may presently be extended for 2 months only.

Authority directed that, Engineer may be asked to prepare a fresh tender to be floated for the operation and maintenance and on finalization and selection of the new agency, the same may be placed before the next Authority

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

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



08.01.20

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

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**ACTION TAKEN REPORT OF AUTHORITY MEETING DATED. 31.12.2019**

Sr. No.	Name of Proposal	Remark
1	Hiring Security Services for SEEPZ SEZ along with SEEPZ SEZ Residential Complex (Govt. Quarters)	Letter issued to M/s. Singh Intelligence Security Pvt. Ltd., for awarding contract for providing security services for a period of one year for Rs. 31,09,129/- per month i.e Rs. 3,73,09,551/- per year, vide letter dt. 02.01.2020.
2	AMC for Pest Control in SEEPZ SEZ Zone and Residential Complex.	Letter issued to M/s. Pest Relief (India) Pvt. Ltd., for awarding contract for pest control services in SEEPZ SEZ for a period of Rs. 2,75,049/- per year, vide letter dt. 01.01.2020.
3	AMC for Passenger and Freight lift installed at all SDFs & G & J Bldgs.	Letter issued to M/s. Jay Bhagwan Elevators Pvt. Ltd., for AMC for passenger and freight lifts installed at all SDFs and G& J Bldg., for Rs.32,03,858/-, vide letter dt. 16.01.2020.
4	AMC for Air Conditioner Machines installed at SEEPZ Service bldg., all 3 gates and BFC Bldg.	Letter issued to M/s. S.K. Cool Service., for AMC of Ductable and Split Acs installed in Service Center Building Centre Building, BFC building and Gate No. 1,2 & 3 for Rs.1,91,660/-, vide letter dt. 16.01.2020.
5	AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same.	Note issued to Specified Officer & letter issued to SGJMA, to conduct joint survey and brought out the quantum of precious metals from the gutter waste and submit the report, vide letter & Note dt. 28.01.2020.
6	Proposal for approval of third party audit of the work carried out by NFGD.	Committee re-examined and proposed for re-tendering
7	Proposal for approval of the estimate for the day to day civil maintenance of the SEEPZ Zone and Staff Qrts.	Note issued to Purchase & cell Section to initiate the tender proceeding for day to day maintenance work of SEEPZ Zone, vide note dt. 17.01.2020.
8	Proposal for approval of Annual Maintenance Contract for electrical works in SEEPZ SEZ and SEEPZ Residential Quarters Complex.	Note issued to Purchase & cell Section to initiate the tender proceeding for electrical works in SEEPZ SEZ and SEEPZ Residential Quarters Complex, vide note dt. 17.01.2020.
9	Proposal for providing new barbed wire fencing over the existing compound wall of the SEEPZ SEZ periphery and any other repairs related to trimming of any plants and related repairs if needed to secure the boundary of the Zone.	Letter issued to MIDC to survey the locations of the damaged barbed wire and submit the estimate for the siad work, vide letter dt. 21.01.2020.
10	Proposal for repair/ renovation of Conference Hall at BFC building.	Letter issued to MIDC for submission of detailed estimate for renovation of the conference hall at BFC Bldg., vide letter dt. 17.1.2020 & also asked to Purchase & Cell Section to initiate tender process, vide note dt. 17.01.2020.
11	Proposal for repairing of Conference Hall of the SEEPZ Service Centre.	Letter issued to MIDC for submission of detailed estimate for renovation of the conference hall at BFC Bldg., vide letter dt. 17.1.2020 & also asked to Purchase & Cell Section to initiate tender process, vide note dt. 17.01.2020.
12	Repair/Renovation of guest house.	Letter issued to MIDC to furnish a detailed estimate from a qualified Architect for repairing/renovation work of guest house at BFC building, vide letter dt.29.01.2020.
13	Proposal for information for allotment of vacant space.	Committee noted and allotted the space to deserving entrepreneurs
14	Proposal for floating advertisement for vacant space in BFC Building on the ground floor and 4th floor.	In the process of working out the parameters
12	Proposal for Identifying and Hiring Comprehensive AMC for Access Control System and CCTV cameras system.	Note issued to Purchase & cell Section to initiate the tender proceeding of AMC for access control system and CCTV Cameras System, vide note dt. 17.01.2020.
16	Proposal for the issues related to existing drainage line in SEEPZ Zone & remedy thereof.	Letter issued to MIDC to furnished a detailed estimate, so that the drainae pipline may be changed with bigger dia, vide letter dt. 22.01.2020.
17	Proposal for implementation of Solar Power Project by MEDA and appointment of PMC @ 3% as consultancy charges.	Letter issued to MEDA to furnish the detailed work order of the work executed in any Govt. dept. in which you have levied charges @3% or more and further whether you have undertaken similar work in current fiscal year for less than 3% and also examine as to whether the Solar Project can be implemented w.r.t. considering the stability of the Bldg. and also requested to Solar Energy Corpn. Of India Ltd to furnish the comments/suggestions on the PMC Charges, vide letters dt. 24.01.2020
18	Proposal for purchase of motor bike & bicycles for the Security guards & Caretaker.	Asked Purchase & cell Section to initiate the action for purchase of 03 electrical scooter and 03 bicycle as per GFR 2017 & also ask Security Section to obtain report from Authorized Vendor w.r.t. repairing of 02 bikes, vide notes dt. 27.01.2020.
19	Proposal for Hiring of IT Software agency for the development and maintenance of the software/hardware of SEEPZ SEZ Authority.	Note given to IT section on 29.01.2020 to examine all the existing software in place and development if any required and furnish a report
20	Proposal for approval of Annual Maintenance Contract and allied services of the Sewage Treatment Plant in SEEPZ SEZ.	Asked Purchase & cell Section to prepare tender considering the actual scope of work, requirement of manpower & Chemical for treatment, vide note dt. 21.01.2020.

SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY  
GOVERNMENT OF INDIA  
MINISTRY OF COMMERCE & INDUSTRY  
MUMBAI

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AGENDA ITEM NO. 01

**A) Proposal:**

Proposal for Hiring of vehicle for Authority.

**B) Specific issue on which decision of Authority is required:**

Approval for Hiring of vehicle for Authority.

**C) Relevant provision of SEZ Act, 2005 & Rules:**

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

**D) Other information:**

The existing agency viz., M/s. Kuls~~swami~~mini Tours & Travels contract which was valid for a period of one year on 25.09.2017 and subsequent extension granted upto 30.09.2019, was terminated as per the directions of MoC&I.

As there are lot of legal cases which needs to be attended and for disaster management activities and other miscellaneous government works, a vehicle is required for round the clock.

Accordingly, the proposal of hiring of vehicle for official use was placed before the 37<sup>th</sup> Authority meeting held on 24.10.2019 and Committee was apprised about the proposal and was conveyed that the said tender was uploaded on GeM portal for purchasing Swift Dzire Car, which will be opened on 25.10.2019. However, no vendors had participated, hence date of tender opening was extended several times.

Further it is noticed that, due to price capping and mentioning specific car model, no agency was found eligible for the tender, hence often bidding failed. Therefore it was decided to keep it open, so that the GeM may find out eligible service provider.

Accordingly, the Authority initiated action and made efforts to identify the agency/service provider in GeM portal. Tender was processed on GeM portal on 21.01.2020 and the tender was opened on 31.01.2020. Due to non availability of bidder the last date was extended till 10.02.2020. The financial bid was opened on 10.02.2020 in GeM portal. In response to the tender, 02 agencies had participated. On examination of financial bids on the GeM portal, the lowest bidder was found suitable among all bidders as L1 i.e. M/s. Sarita Travels who had quoted Rs. 9,83,760/- for a year. Accordingly contract was awarded to M/s. Sarita Travels for providing 02 vehicles (Sedan) one for

awarded to M/s. Sarita Travels for providing 02 vehicles (Sedan) one for Authority and another for SEEPZ Administration @ Rs. 40990/- per month per vehicle i.e. 9,83,760/- per annum.

**E) Recommendation:**

The proposal of hiring of one vehicle is thus placed before the Authority for information.

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**AGENDA ITEM NO. 03**

**A) Proposal:**

AMC for Air Conditioner Machines installed at SEEPZ Service bldg., all 3 gates and BFC Bldg..

**B) Specific issue on which decision of Authority is required:**

Information for AMC for Air Conditioner Machines installed at SEEPZ Service bldg., all 3 gates and BFC Bldg.

**C) Relevant provision of SEZ Act, 2005 & Rules:**

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

**C) Other information:**

The contract for AMC for Air Conditioner Machines installed at SEEPZ Service bldg. all 3 gates and BFC Bldg was awarded to M/s .NFCD for a period of one year vide Work Order no. SEEPZ-SEZ:EST:AC:116:2017-18:15684 dt. 13.06.2018. Further extension was granted upto 18.01.2020.

Keeping in view the exigency for operation of the AC machines of all the 3 locations, the existing contract was extended in the 37<sup>th</sup> meeting held on 24.10.2019, for a further period of 3 months beyond 18.09.2019 or till the finalization of the new agency whichever is earlier. However, the Authority also felt that on expiry of the existing extension, rather than giving further extension, fresh tender needs to be floated.

Accordingly, actions were initiated and efforts were made to identify the agency/service provider in GeM portal. However, no service provider was available on GeM portal, hence, initiated action for open tendering. Accordingly, the tender was published, vide notice dated 14.11.2019. The last date of bid submission was 16.12.2019. In response to NIT, 09 agencies participated. After scrutinizing the technical bids, the Committee observed that 04 agencies were qualified technically and found eligible for opening of the financial bid. Accordingly Committee unanimously decided to open financial bid on 18/12/2019. On examination of the financial bids, the Committee unanimously recommended award of the contract to the lowest bidder among all bidders (L1) i.e. to M/s. S.K. Cool Service, for a yearly contract of Rs. 1,91,660/- per annum.

Accordingly, tender has awarded to M/s. S.K. Cool for Air Conditioner Machines installed at SEEPZ Service bldg. all 3 gates and BFC Bldg for Rs. 1,91,660/- p.a w.e.f 16.01.2020 to 15.01.2021.

**D) Recommendation:**

The proposal of AMC for Air Conditioner Machines installed at SEEPZ Service bldg., all 3 gates and BFC Bldg. is thus placed before the Authority for information.

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AGENDA ITEM NO. 04

**A) Proposal:**

Annual Maintenance Contract for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same.

**B) Specific Issue on which decision of Authority is required :-**

Proposal for Annual Maintenance Contract for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal for information.

**C) Relevant provision of SEZ Act, 2005 & Rules**

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

**D) Other information:**

The proposal was placed before the 35<sup>th</sup> Authority meeting held on 29/03/2019, wherein it was decided to expedite the procedure of tendering within 6 months time subject to compliance of CVC guidelines and GFR procedure. However, the office had received less bids from the empanelled bidders.

It may be seen from below mentioned dates that inspite of repeated re-tendering since Dec. 2017 very less bids were received :-

- (a) Fresh Tender published on 18.12.17. No one selected as only 2 bids were received. Accordingly corrigendum issued on 18.01.18 for extension.
- (b) Since no satisfactory bid was received existing contractor M/s. Lucky Trading was granted 1<sup>st</sup> extension upto 28.02.18 on 15.01.18, 2<sup>nd</sup> extension given till 31.03.18 on 05.03.18, 3<sup>rd</sup> extension given upto 30.06.2018 on 10.04.2018 and finally 4<sup>th</sup> extension given on 04.07.2018 upto 31.07.2018.
- (c) Efforts were taken and 2<sup>nd</sup> Notice Inviting Tender was floated on CPP portal on 16.05.2018 Only one bid received i.e. M/s. Prime Toll hence re-tendering process was initiated.
- (d) 3<sup>rd</sup> NIT was published on 02.05.19 and only one bidder applied i.e. M/s. Quadri Enterprises. Hence re-tendering process was initiated

(e) 4<sup>th</sup> NIT was published on 04.06.19, however, no bids were received.

The proposal was once again submitted before the 37<sup>th</sup> Authority meeting held on 24.10.2019 wherein the Authority directed to initiate action by floating a tender for cleaning of gutters/drainage and sewerage lines and give wide publicity.

Finally, 5<sup>th</sup> NIT was floated on 19.11.19 on website, CPP portal and wide publicity was given in newspapers calling bids from the eligible bidders for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex.

Accordingly, the tender Three bidders had applied and on scrutiny of the technical and financial bids, M/s. Prime Toll & Metal Recoveries-Pvt. Ltd. was qualified and they were awarded the contract for cleaning/removal/disposal of gutters, drainage and sewerage line within SEEPZ SEZ premises including SEEPZ Residential Complex @ Rs. 15.18 per kg. inclusive of applicable Customs duty for SEEPZ SEZ premises and exclusive of Customs duty for SEEPZ residential complex.

**E) Recommendation :-**

The proposal for Annual Maintenance Contract for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same for a period of one year is placed before the Authority for information.

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AGENDA ITEM NO. 05

A) **Proposal:**

Annual Maintenance Contract for day to day maintenance (civil / electrical / plumbing / carpentry / painting works etc.) for all the buildings of SEEPZ SEZ premises and SEEPZ SEZ Residential Complex.

B) **Specific Issue on which decision of Authority is required :-**

Financial approval for Annual Maintenance Contract for day to day maintenance (civil / electrical / plumbing / carpentry / painting works etc.) for all the buildings of SEEPZ SEZ premises and SEEPZ SEZ Residential Complex for a period of one year.

C) **Relevant provision of SEZ Act, 2005 & Rules**

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

D) **Other information:**

The proposal of AMC for day to day maintenance was placed before the 37<sup>th</sup> Authority meeting held on 24.10.2019 wherein the Authority was apprised that the current contract of day to day maintenance was awarded to M/s .NFCD for the year 2018-19 on 18.03.2018 for Rs. 78,20,250/- and the same was extended on 16.04.2019 till finalization of the new agency. After deliberation, the Authority held the view to terminate the existing AMC contract given to M/s .NFCD w.e.f. 30.11.2019 or till the finalization of the new agency whichever is earlier.

MIDC being the Special Planning Authority was asked to furnish the detailed estimate. The proposal was once again submitted before the 38<sup>th</sup> Authority meeting held on 28.11.2019 wherein the Authority held the view that the estimate given by MIDC was not sufficiently detailed. Hence, it was 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. MIDC was also informed to do so. However, MIDC had not replied then.

Further Authority was requested that as day to day maintenance of the SEEPZ Zone and Residential Quarters is a necessity, hence, wide publicity may be given by floating tender so that the eligible service provider who would fulfill the CPWD norms may be nominated/empanelled for carrying out the day to day maintenance work on the actual cost by

deploying labourers for attending to day to day carpentering work, plumbing work, painting work, mason work etc. and the material for doing the work may be purchased by the contractor/service provider and the quality of the work done will be approved by the Committee constituted by the Authority comprising of 2 Members of the Trade, Engineer and Estate Manager before release of any payment. The material cost to be re-imbursed on actual basis on monthly basis and labour cost to be paid as decided through tender.

The Authority in the 39<sup>th</sup> Authority meeting directed to ensure that GFR 2017 to be followed and also held the view that the tender may be floated for an agency purely on labour basis so that 24 \* 7 Electrician/Plumber/Carpenter/Mason is available in the Zone for any exigency/urgent work. Authority also directed that for any day to day maintenance minor works the additional labourers may be deployed and payment may be made only on the labour cost. Authority also directed to constitute Committee comprising of 2 members of the Trade (for each building), Engineer and Estate Manager for approval of the items to be purchased for the said minor works and the payment of such repair/replacement if any, would be made only after certification by the said Committee for the quality, quantity and completion of the work.

Now since the tender was floated on SEEPZ website, CPP portal and also published in the newspapers. In response, 6 Bids were received and the technical and the financial bids were scrutinized on 01.06.2020. The Tender Committee has examined and unanimously selected M/s. Bohra Enterprises being the lowest bidder for day to day maintenance @ Rs. 3,68,921/- on monthly basis (for fixed employees and for additional employees payment will be made based on the requirement and the rates quoted by the Contractor). Also, for a particular work where additional labourers are required, same will be paid as per rates quoted by bidder in bid subject to prior intimation and approval of the Committee formed by the Authority for the specified work.

A building wise Committee will be constituted by 4 members of the Trade and 2 Estate Officials who would identify the repairs to be done and convey to the Contractor. The said Committee would inspect/monitor the work of the Contractor. The Committee would convey the list of the materials and the same would be ordered on GeM and the if not available, same will be purchased by the Contractor for repairing work. The Committee would furnish a satisfactory report alongwith photos of pre and post work and on approval by the Authority the bills would be sanctioned for payment.

**E) Recommendation :-**

The proposal Annual Maintenance Contract for day to day maintenance (civil / electrical / plumbing /carpentry /painting works etc.) for all the buildings of SEEPZ SEZ premises and SEEPZ SEZ Residential Complex for a period of one year is placed before the Authority for Financial Approval.

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AGENDA ITEM NO. 06

**A) Proposal:**

Comprehensive AMC for Access Control System and CCTV cameras system.

**B) Specific Issue on which decision of Authority is required :-**

Financial approval for Comprehensive AMC for Access Control System and CCTV cameras system for a period of 2 years.

**C) Relevant provision of SEZ Act, 2005 & Rules**

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

**D) Other information:**

The proposal of Comprehensive AMC for Access Control System and CCTV cameras system was placed before the 37<sup>th</sup> Authority meeting held on 24.10.2019 wherein Authority was conveyed that the Access Control System and 153 CCTV installed in the SEEPZ SEZ by MIDC was stabilized and was working in Jan. 2016 and the same was maintained by them during the defect liability period. However before taking over the project from MIDC, it is seen that the CCTV cameras are not functional as on date. Hence, after deliberation, the Authority held the view that MIDC may make the access control system and CCTV cameras functional and hand it over so that the AMC can be awarded to any agency. Accordingly, a letter was sent to MIDC on 13.11.2019 requesting them to make the access control system and CCTV cameras functional and hand it over immediately. MIDC vide their letter dt. 21.11.2019 mentioned that the project is completed and the same was functional even after the Defect liability period of the project was over and the same was being used by SEEPZ and it is deemed to be handed over.

The proposal was once again placed in the 39<sup>th</sup> Authority meeting held on 31.12.2019 wherein Authority was apprised that the said estimate of Rs. 133.13 lacs (quoted by MIDC for one year maintenance) may possibly be on the higher side and there may be other agencies who would carry out the AMC at the lower rate as compared to MIDC. Hence, it is proposed that the Authority may initiate action by following due procedure of GFR 2017 and float a tender and try to hire New agency at a much lower rate as compared to MIDC to make the CCTV cameras and access control system functional and if required replace with the new cameras with a warranty of atleast 2 years and also ask the said agency to carry out the AMC for Access Control System and CCTV cameras system for two years.

Hence, after deliberation, the Authority directed to ensure that GFR 2017 to be followed and also held the view that attempt may again be made on GeM and if it is not possible, the same be recorded and thereafter open tendering action may be initiated and AMC of 2 years may be granted to the eligible bidder.

Now, since the said services were not found available on GeM, hence, the tender was floated on SEEPZ website, CPPP portal and also published in the newspapers. In response, 4 Bids were received and the technical and the financial bids were scrutinized on 01.06.2020. The Tender Committee has examined and unanimously selected M/s. MVIRTECH being the lowest bid for AMC of CCTV cameras @ Rs. 5,11,000/- on monthly basis i.e. Rs. 1,22,64,000/- for 2 years.

**E) Recommendation :-**

The proposal for Comprehensive AMC for Access Control System and CCTV cameras system of SEEPZ SEZ premises and SEEPZ SEZ Residential Complex for a period of 2 years, as per the Tender Committee Report, is placed before the Authority for Financial Approval.

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