

सीपज़ विशेष आर्थिक क्षेत्र
SEEPZ SPECIAL ECONOMIC ZONE
अंधेरी (पूर्व), मुंबई।
ANDHERI (EAST), MUMBAI.
सीपज़ विशेष आर्थिक क्षेत्र प्राधिकरण की 69वीं बैठक का एजेंडा
AGENDA FOR THE 69th MEETING OF THE SEEPZ
SPECIAL ECONOMIC ZONE AUTHORITY

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स्थान: वीबेक्स एप्लिकेशन पर वीडियो कॉन्फ्रेंसिंग के माध्यम से।

VENUE: Through video conferencing on Webex application.

दिनांक: 20.08.2024

DATE : 20.08.2024

समय : अपराह्न 12.00 बजे

TIME : 12.00 P.M

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अध्यक्ष-सह-विकास आयुक्त, सीपज़-सेज़ प्राधिकरण की अध्यक्षता में दिनांक 18.07.2024 को हाइब्रिड मोड में आयोजित 68वीं प्राधिकरण बैठक का कार्यवृत्त।

MINUTES OF THE 68th AUTHORITY MEETING HELD ON 18.07.2024 IN HYBRID MODE, UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER/CHAIRPERSON, SEEPZ-SEZ AUTHORITY.

निम्नलिखित उपस्थित थे:-
The following were present:-

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|---|------------------|--|------------------|
| 1. श्री सी.पी.एस. चौहान, जेडीसी, सीपज़ एसईजेड | सदस्यसचिव/एसईजेड | 1. Shri C.P.S Chauhan, JDC, SEEPZ SEZ | Member/Secretary |
| 2. श्री हिमंशु धर पांडे, उप निदेशक, विदेश व्यापार महाविदेशालय के नामिती | सदस्य | 2. Shri. Himanshu Dhar Pandey, Dy. Director, Nominee of Addl. Directorate General of Foreign Trade | Member |

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| विशेष आमंत्रित:- श्री आदिल कोतवाल, अध्यक्ष/सीईओ, मेसर्स क्रिएशन्स ज्वेलरी मैनुफैक्चरिंग प्राइवेट लिमिटेड। एनई जेडि.एस.एस.एस.एस. | Special invitee:- a. Shri Adil Kotwal, Chairman/CEO of M/s. Creations Jewellery Mfg. Pvt. Ltd. Ex-Authority Member |
| डॉ. प्रसाद वरवंतकर, डीडीसी, सीपज़-सेज़, श्रीमती वाई मंगला, सीनियर एओ, श्रीमती रेखा नायर, एडीसी (वित्त) और श्री राजेश कुमार, यूडीसी भी बैठक में सहायता और सुचारु संचालन के लिए उपस्थित हुए। | Dr. Prasad Varwantkar, Estate Officer, DDC, SEEPZ SEZ, Smt. Y. Mangala, Sr. AG, Smt. Rekha Nair, ADC (Finance) & Shri Rajesh Kumar, UDC; also attended for assistance and smooth functioning of the meeting. |
| अध्यक्ष महोदय ने उपस्थित सभी सदस्यों का स्वागत किया और उसके बाद बैठक की एजेंडा पर विचार किया गया। | The Chairperson welcomed all the members present and thereafter agenda of the meeting was taken up. |
| कार्यसूची मद सं 1:- दिनांक 27.04.2024 को आयोजित 67वीं प्राधिकरण बैठक के कार्यवृत्त की पुष्टि। | Agenda Item No. 1:- Confirmation of the Minutes of the 67 th Authority meeting held on 27.04.2024. |
| निर्णय: विचार-विमर्श के बाद, प्राधिकरण ने निम्नलिखित टिप्पणियों के साथ सर्वसम्मति से 27.04.2024 को आयोजित बैठक के कार्यवृत्त की पुष्टि की: संपदा अधिकारी को डिजिटल मार्केटिंग पर एक वैचारिक नोट तैयार करना है और इसे समीक्षा और प्रतिक्रिया के लिए सभी यूनिटधारक के समक्ष प्रस्तुत किया जाना चाहिए। | Decision: After deliberation, the Authority confirmed the Minutes of the meeting held on 27.04.2024 with consensus with the following observations: Estate Officer to prepare a conceptual note on digital marketing and the same may be presented before all Unitholder for review and feedback. |

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| <p>कार्यसूची मद सं. 1-क: SEEPZ-SEZ प्राधिकरण के वित्त वर्ष के लिए वार्षिक वित्तीय विवरण पर विचार करने 24-2023 का प्रस्ताव।</p> <p>SEEPZ-SEZ प्राधिकरण के वित्तीय वर्ष 2023-24 के लिए विधिवत लेखापरीक्षित वार्षिक वित्तीय विवरण सदस्यों के समक्ष रखा गया।</p> <p>विशेष आमंत्रित सदस्य श्री आदिल कोतवाल, मैनेजर क्रिएशन ज्वेलरी के सीईओ और प्राधिकरण के पूर्व सदस्य ने निम्नलिखित बिंदुओं पर प्रकाश डाला।</p> <p>(क) बकाया किराये की वसूली में तेजी लाना, (ख) विगत अवधि के लिए कर छूट पर कार्रवाई आरंभ करना।</p> <p>पूर्व सदस्य को सूचित किया गया कि यूनिट धारकों के साथ बैठक बुलाई गई थी और बकाया किराये के भुगतान में तेजी लाने के लिए कहा गया था और वसूली की समेकित रिपोर्ट तैयार की जा रही है।</p> | <p>Agenda Item No. 1A: Proposal for consideration of Annual Financial Statements for F.Y. 2023-24 of SEEPZ-SEZ Authority.</p> <p>The duly audited Annual Financial Statement for F.Y. 2023-24 of SEEPZ-SEZ Authority was placed before the members.</p> <p>Special invitee Shri. Adil Kotwal, CEO of M/s. Creation Jewellery and Ex-Member of the Authority highlighted on following points.</p> <p>(a) to expedite the recovery of outstanding rental dues, (b) to initiate action on tax exemption for the past period.</p> <p>The Ex- member was informed that meeting was convened with the Unit holders and asked to expedite the payment of rental dues and the consolidated report of recovery is under preparation.</p> |
| <p>निष्कर्ष- विचार-विमर्श के बाद प्राधिकरण ने वित्त वर्ष 2023-24 के लिए वार्षिक वित्तीय विवरण को मंजूरी दे दी।</p> <p>समिति ने वार्षिक लेखे तत्काल सीआरए को भेजने का भी निर्देश दिया।</p> | <p>Decision:</p> <p>After deliberation, the Authority Approved the Annual Financial Statement for F.Y. 2023-24.</p> <p>Committee also directed to send the annual accounts to CRA urgently.</p> |

बैठक अध्यक्ष को धन्यवाद ज्ञापन के साथ संपन्न हुई।

The meeting concluded with a vote of thanks to the Chair.

इस सीपज़-सेज़ प्राधिकरण के अध्यक्ष के अनुमोदन से जारी किया जाता है।

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

(सी. पी. एस. चौहान)
संयुक्त विकास आयुक्त,
सीपज़ सेज़,
सदस्य/सचिव

दिनांक 18.07.2024 के 68वीं प्राधिकरण बैठक की कार्रवाई रिपोर्ट।

**ACTION TAKEN REPORT OF 68th AUTHORITY MEETING DATED.
18.07.2024**

| Sr. No | Name of Proposal | Decision | Action Taken |
|---|---|--|--|
| Finance (Account & Procurement) Division | | | |
| 1 | SEEPZ-SEZ प्राधिकरण के वित्त वर्ष 2023-24 के लिए वार्षिक वित्तीय विवरण पर विचार करने का प्रस्ताव। Proposal for consideration of Annual Financial Statements for F.Y. 2023-24 of SEEPZ-SEZ Authority. | विचार-विमर्श के बाद प्राधिकरण ने वित्त वर्ष 2023-24 के लिए वार्षिक वित्तीय विवरण को मंजूरी दे दी। समिति ने वार्षिक खातों को तत्काल सीआरए को भेजने का भी निर्देश दिया। After deliberation, the Authority Approved the Annual Financial Statement for F.Y.2023-24. Committee also directed to send the annual accounts to CRA urgently. | Noted. The annual accounts send to CRA |

MINUTES OF 68th AUTHORITY MEETING DATED 18.07.2024

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**SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI**

AGENDA ITEM NO. 01A

A. Proposal :-

Request for levy of uniform rent and services charges to Plot holders.

B. Relevant provisions of SEZ Act,2005 & Rules,2006/Instruction/Notification:-

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

Ministry in its letter dt. 15.03.1974 had defined the lease rent to Plot holders @ Rs. 10/- per sq. mtr. p.a and subsequent increases over a period of time. On construction of SDF-VII, Tower I & II, Multistoried Bldgs., Govt. lease plots and Plots at SEEPZ++ under self-financing scheme by MIDC, it was agreed to levy Rs. 10/- per sq. mtr p.a. to all the Unitholders on the built up area allotted to them i.e. to levy the charges at par with the plot holders.

It is observed that the lease rent and services charges are levied on the plot area allotted to the Plot holders whereas lease rent and services charges are levied on the built up area to the Unitholders allotted on long term lease basis in SDF-7, Tower I & II & Multistoried Bldgs.

Unit holders located in Bldgs. constructed under self-financing scheme in their representation had mentioned that there is no anomaly in the levy of the rental dues as the levy on plot holders is on the land area whereas for the units located in Towers it is levied on the built-up area.

Hence in order to avoid the anomaly in the rates, it is proposed that the levy of the prevailing lease rent and service charges to the Plot area may be charged based on the constructed built up area on retrospective basis from the date of completion of the Building Completion Certificate.

D. Recommendation:

The proposal for levy of uniform rent and services charges to Plot holders is submitted before the SEEPZ SEZ Authority for consideration.

Agenda Prepared by – Shri. Rajesh Kumar (UDC), Smt. Rekha Nair (ADC), Dr. Prasad Varvantkar (Estate Officer).

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SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 02

A. Proposal :-

Proposal for increase in rent towards usage of space for chiller, blower, AHU.

B. Relevant provisions of SEZ Act,2005 & Rules,2006/Instruction/Notification:-

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

It is to apprise that most of the Units finding it difficult to install their chiller, blower, AHU within the Unit premises. As per the Unit's request space has been provided on the terrace and on the ground.

Rent was levied for the usage of the premises for fixing of chiller, blower, AHU etc. and a circular was issued for the same on 30.07.2018 as per the details mentioned below :

| | | |
|--------------------|---|--|
| Chiller/Blower/AHU | - | on the terrace of the bldg. @ Rs. 2350 per sq. mtr. p.a. |
| | - | on the ground surface of land @ Rs. 1120 per sq. mtr. p.a. |

It is seen that no revision of lease rent has been levied for usage of the space of Chiller, Blower, AHU etc.

It is proposed that the rent may be increased for Chiller, Blower, AHU etc. on prospective effect similarly as is being increased for the usage of gala i.e. @ 5% in every financial year.

In addition to the above revision, it is to mention that request are received from most of the unitholders for installing temporary shed during the monsoon for which a circular was issued levying the lease rent @ Rs. 50/- per sq. tr. Per month. The duration of the temporary shed is for 6 months for the monsoon period [viz. May to September every year]. Hence, it is proposed that rent may be increased to Rs. 100/- per sq. mtr. per month.

D. Recommendation:

The proposal for levy for increase in rent towards usage of space for chiller, blower, AHU is submitted before the SEEPZ SEZ Authority for consideration.

Agenda Prepared by – Shri. Rajesh Kumar (UDC), Smt. Rekha Nair (ADC), Dr. Prasad Varvantkar (Estate Officer).

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

AGENDA ITEM NO. 03

A. Proposal:

Monthly Statement Expenditure incurred through Imprest.

B. Relevant provision of SEZ Act, 2005 and Rules:

Section of the SEZ Act,2005 & Rule 1(1) of SEZ Authority Rules, 2009.

C. Other Information:

As per the Minutes of 65th Authority meeting held on 07.02.2024, Agenda Item no. 02, wherein it was directed to submit monthly statement expenditure incurred through Imprest before the Authority meeting. The following are the expenses incurred in the month of April to July 2024. (Copy enclosed)

| Sr No. | Date | Description | Amount (in Rs.) |
|--------|------------|--|-----------------|
| 1. | 02.04.2024 | Car rental for Development Commissioner SEEPZ-SEZ (05.02.2024, 06.02.2024, 07.02.2024 and 06.03.2024) | 8,018 |
| 2 | 02.04.2024 | Post Paid bill payment for imprest mobile | 1,992 |
| 3 | 02.04.2024 | Purchase of bed sheet for SEEPZ Office | 5,500 |
| 4 | 02.04.2024 | IRCTC ticket booking | 31,497 |
| 5 | 04.04.2024 | Purchase of Colour paint (For BFC) | 1,708 |
| 6 | 04.04.2024 | Books binding of Annual report of Authority | 850 |
| 7 | 05.04.3034 | Payment to HP | 700 |
| 8 | 10.04.2024 | Payment to A3S Tech & Company | 2,360+1 |
| 9 | 18.04.2024 | Acrylic Name plate | 1,100 |
| 10 | 18.04.2024 | Payment made to Key maker | 1,400 |
| 11 | 25.04.2024 | Payment made to Dr Ankit Rawal for Bio medica waste collection, Transport, treatment and disposal | 8, 655+1 |

| | | charges | |
|----|------------|---|--------|
| 12 | 25.04.2024 | Payment made to Krishna Hadkar, Helper (transport charges) | 650 |
| 13 | 25.04.2024 | Tata Sky recharge(DDC Sir Cabin) | 200 |
| 14 | 25.04.2024 | Tata Sky recharge (JDC Sir Cabin) | 2,790 |
| 15 | 25.04.2024 | Air Condition repairing | 14,400 |
| 16 | 25.04.2024 | Payment made to Pradeep Pal (Servicing of water purifier) | 11,150 |
| 17 | 25.04.2024 | Purchase of LED Light (BFC Conference hall) | 9,999 |
| 18 | 25.04.2024 | Purchase of colour | 24,220 |
| 19 | 26.04.2024 | Hotel Booking | 10,029 |
| 20 | 26.04.2024 | Payment made to Shri. Janesh Tripathi (LDC), Travelling charges | 1,734 |
| 21 | 07.05.2024 | SSL Installation charges | 6726 |
| 22 | 07.05.2024 | Repair of Air Conditioner | 9840 |
| 23 | 07.05.2024 | Repair of Air Conditioner | 9070 |
| 24 | 07.05.2024 | Repair of Air Conditioner | 9990 |
| 25 | 07.05.2024 | Guest house AC repairing | 10,000 |
| 26 | 07.05.2024 | Repair of Fans | 9850 |
| 27 | 07.05.2024 | Tata sky recharge | 2790 |
| 28 | 07.05.2024 | AC repairing Gr Floor | 1500 |
| 29 | 07.05.2024 | AC Repair Service Centre Building | 9500 |
| 30 | 08.05.2024 | supply of water tank | 3900 |
| 31 | 08.05.2024 | MS Door C6 bungalow | 5000 |
| 32 | 08.05.2024 | SEEPZ BFC Hospital | 4900 |
| 33 | 10.05.2024 | Mobile repair | 4340 |
| 34 | 10.05.2024 | Mobile repair | 4340 |
| 35 | 14.05.2024 | SBIN0001821 | 1200 |

| | | | |
|----|------------|---|--------|
| 36 | 15.05.2024 | DC sir guest room | 4267 |
| 37 | 15.05.2024 | DC sir guest room | 6294 |
| 38 | 15.05.2024 | repair of water purifier | 4900 |
| 39 | 16.05.2024 | Bene Validation charges | 236 |
| 40 | 22.05.2024 | IRCTC ticket booking | 27005 |
| 41 | 22.05.2024 | IRCTC ticket booking | 26737 |
| 42 | 29.05.2024 | purchase of 2 bouquet | 4000 |
| 43 | 07.06.2024 | processing fees of tree cutting permission MIDC (C/) dated 07.06.2024 | 6000 |
| 44 | 10.06.2024 | Bharti Airtel | 5900 |
| 45 | 19.06.2024 | purchase of electrical material In SEEPZ premises | 9778 |
| 46 | 19.06.2024 | recharge of tata sky TV in Dc sir cabin | 2790 |
| 47 | 19.06.2024 | travelling expenses of electrician for official work at Coloba Govt Guest House | 2149 |
| 48 | 19.06.2024 | purchase of electrical material at SCB | 3400 |
| 49 | 25.06.2024 | Provision of water tank at SCB | 5800 |
| 50 | 25.06.2024 | Provision of water tank at gate no. 01 | 8000 |
| 51 | 27.06.2024 | Imprest mobile recharge | 812 |
| 52 | 27.06.2024 | payment made for SSL Certificate for ERP module | 5308 |
| 53 | 10.07.2024 | Payment made for recharge of tata sky TV setup box at DC sir Cabin | 2790 |
| 54 | 12.07.2024 | SMS charges for ERP Module | 5605 |
| 55 | 13.07.2024 | Bene Validation charges | 472 |
| 56 | 15.07.2024 | Procurement of battery for service centre building lift | 1216 |
| 57 | 19.07.2024 | Payment of Jio Digital bill for DC sir mobile | 545 |
| 58 | 23.07.2024 | Providing and fixing of Tarpaulin Sheet at Gate no. 01 terrace area | 19,200 |
| 59 | 26.07.2024 | Purchase of MIDC plumbing material for Service Centre Building Pump Room in SEEPZ-SEZ | 490 |
| 60 | 29.07.2024 | IRCTC ticket booking for DC Sir from Mumbai to Delhi | 26702 |

| | | | |
|----|------------|--|-------|
| 61 | 29.07.2024 | IRCTC ticket booking for DC Sir from Delhi to Mumbai | 27880 |
| 62 | 31.07.2024 | Security mobile Display replacement | 8219 |

It is directed that all the payments towards Travelling expenses within India shall be borne from GOI fund under Travelling Expenses and all the expenses for the Hotel Stay shall be booked under GOI fund and the Expenditure towards Hiring of Vehicle for DC sir shall be made from GOI expenditure under Office Expenses. Accordingly, below is the list of expenses from February 2024 till July 2024 which needs to be recouped from GoI Budget into Authority fund.

| Sr No. | Date | Description | Amount (in Rs.) |
|--------|------------|--|-----------------|
| 1 | 02.02.2024 | IRCTC Ticket booking from Mumbai to New Delhi | 20072.00 |
| 2 | 05.02.2024 | For local Duty in new Delhi (vehicle) | 7000.00 |
| 3 | 05.02.2024 | Air India Ticket booking | 23103.00 |
| 4 | 05.03.2024 | Ticket booking for Development Commissioner SEEPZ-SEZ for attending meeting at Ministry from Mumbai to Delhi | 49,509 |
| 5 | 05.03.2024 | Ticket booking for Development Commissioner SEEPZ-SEZ for attending meeting at Ministry from Delhi to Mumbai | 26,573 |
| 6 | 05.03.2024 | Booking of vehicle for Development Commissioner SEEPZ-SEZ for meeting in ministry on 06.03.2024 | 4,000 |
| 7 | 02.04.2024 | Car rental for Development Commissioner SEEPZ-SEZ (05.02.2024, 06.02.2024, 07.02.2024 and 06.03.2024) | 8,018 |
| 8 | 02.04.2024 | IRCTC ticket booking | 31,497 |
| 9 | 26.04.2024 | Hotel Booking | 10,029 |
| 10 | 22.05.2024 | IRCTC ticket booking | 27005 |
| 11 | 22.05.2024 | IRCTC ticket booking | 26737 |
| 12 | 29.07.2024 | IRCTC ticket booking for DC Sir from Mumbai to Delhi | 26702 |
| 13 | 29.07.2024 | IRCTC ticket booking for DC Sir from Delhi to Mumbai | 27880 |
| | | Total | 2,88,125 |

It is to mentioned that The expenses to be recouped from the GoI Budget to Authority fund will be done only after receipt of POS Card.

D. Recommendation:

The Monthly Statement Expenditure incurred through Imprest is placed before authority for information.

Agenda Prepared by – Shri. Rajesh Kumar (UDC), Smt. Rekha Nair (ADC), Dr. Prasad Varvantkar (Estate Officer).

सीपज़ सेज़ प्राधिकरण
सीपज़-विशेष आर्थिक क्षेत्र, भारत सरकार
वाणिज्य एवं उद्योग मंत्रालय
मुंबई

SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

अजेंडा विषय नं.

AGENDA ITEM NO. 04

A. Proposal :-

Increase in cost for one day pass issued by SEEPZ units to the employees/visitors.

B. Relevant provision of :-

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

There are around 80000 employees working in the Zone. For entry into the Zone, there is provision of one day/daily gate pass, one day vehicle pass, Labour ancillary/manufacturer gate pass & visitors pass. According to the procedure mentioned in Circular No. 31 dated 29.09.2023, Unit creates one day pass for their visitors/ employees through Prवेश gate pass system as per the below mentioned rates :-

| Sr. No. | One Day Pass Type | Old gate pass system cost | Proposed rates for Prवेश one day gate pass before implementation of Prवेश | Present rate for one day gate pass after meeting with associations |
|---------|------------------------|---------------------------|---|--|
| 1 | Daily pass for Vehicle | Rs 5/- | Rs 6/- | Rs 1/- |
| 2 | Labour (Ancillary) | Rs 5/- | Rs 6/- | Rs 1/- |
| 3 | Labour (Manufacturer) | Rs 5/- | Rs 6/- | Rs 1/- |
| 4 | Visitor | Rs 5/- | Rs 6/- | Rs 1/- |

1. Previously in old gate pass system first 20 one-day passes were free of cost and thereafter Rs 5/- per one day gate pass.
2. Proposed rates for Prवेश one day gate pass before implementation of Prवेश was Rs 6/- to be charged to Unit holders.
3. Consequent to the meeting held on 10.10.2023 with SGJMA, SEEMA and EPCES regarding the waiver off gate pass charges in new Prवेश gate pass system in the presences of JDC, DDC and ADC Security, it was decided that one day passes will be charged @ Re. 1/- to the Unit holders.

4. It is also important to note that, in some instances, daily gate passes are being issued to regular contractors and employees instead of permanent gate passes to manage costs more effectively. To address this, the cost structure may be adjusted proportionately to that of a permanent gatepass, to discourage the frequent issuance of daily passes.

D. Recommendation:-

The proposal for increase in the charges for one day pass from Re. 1/- to Rs.6/- is submitted to the Authority for consideration.

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MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

अजेंडा विषय नं.

AGENDA ITEM NO. 05

ए. प्रस्ताव :-
A. **Proposal :-**

Proposal for recoupe of the HRA of the govt. employees from GoI budget into Authority fund.

बी. एसईजेड अधिनियम, 2005 और नियम, 2006/निर्देश/अधिसूचना के प्रासंगिक प्रावधान:-

B. **Relevant provisions of SEZ Act, 2005 & Rules, 2006/Instruction/Notification:-**

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

सी. अन्य सूचना :-
C. **Other Information :-**

It is to apprise that CRA had raised an audit objection that the HRA is being deducted from the Govt. officials salary for residing in Govt. quarters. However the same is not credited to Authority fund. There are Govt. employees from various organization viz. Pilot Test House, Sicom, Export Inspection Agency residing in Govt. quarters.

However, National Test House are depositing only licence fee @ Rs. 222 & Rs. 397/- each as per the quarter allotted to govt. employees. Sicom is paying Rent and service charges @ Rs. 1009 p.m. and Export Inspection Agency is only paying HRA and licence fee of the employees residing in SEEPZ Govt. Quarters

It was justified to the CRA that the assets were not transferred into Authority fund and therefore the HRA is being deposited in the GoI budget.

It is to mention that the proposal of transfer of assets from GoI budget to the Authority was approved in the 59th Authority meeting and the same was subsequently reflected in the books of accounts in the FY 2022-23.

Hence, it is proposed that the HRA and the license fee of all the Govt. employees of various organization including SEEPZ staff to be deposited into Authority fund.

D. Recommendation:

The proposal for recoupe of the HRA of the govt. employees from GoI budget into Authority fund is submitted before the SEEPZ SEZ Authority for consideration.

SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 06

Proposal:

Proposal for approval of processing fee for scrutiny & processing of the application for NOC for mortgage of property.

Relevant provision of SEZ Act, 2005 & Rules:

SEZ Authority Rules & DoC's letter no. A.2/3/2010-SEZ dated 31.03.2010

Other Information:

- In SEEPZ-SEZ many of the units apply for seeking NOC for Mortgage.
- The purpose of NOC is for grant credit facilities to the units as working capital/ term loan by the said bank or as leader on behalf of consortium of banks.
- The Zone Administration are also following the procedure as per the directions of the DoC's letter no. A.2/3/2010-SEZ dated 31.03.2010 and are issuing NOC to units for mortgage of the leasehold rights in favour of the banks.
- It is proposed that for the application of NOC for mortgage of property, a fee should be charged by the SEEPZ Authority from the entity for scrutiny and processing of the application.

B. Recommendation:

The Proposal for approval of processing fee for scrutiny & processing of the application for NOC for mortgage of property is placed before the Authority meeting for consideration.

SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 07

A. Proposal :-

Proposal related to payment to be made to JOSH, GJSCI.

B. Relevant provisions of SEZ Act, 2005 & Rules, 2006/Instruction/ Notification:

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

Trade member Shri Adil Kotwal in the 66th Authority meeting held on 27.03.2024 raised the issue of financial assistance to skilling & training school 'JOSH' at Mega CFC SEEPZ, where the number of students have been increased from 75 to 200 per batch which includes 50 specially abled students. The issue was deliberated in detail and it was decided that since it is mandate of Authority to develop infrastructure for growth of exports at SEEPZ SEZ, skilling & training of workforce for deployment to SEEPZ manufacturing units is an integral part of infrastructure development.

Accordingly Authority held the view that, SEEPZ shall provide rent free space to skilling & training school 'JOSH' at Mega CFC being run by GJSCI and the GJEPC will not be charged the proportionate rent for the area at 4th floor being utilized by the training school. In addition to this, SEEPZ Administration, would meet the expenses towards the wages to the faculty and to hire experts in various fields to impart improved level of training, and would contribute Rs.1.2 crore per annum to "JOSH" who would issue the utilisation certificate with all documentary evidences on expenses made from the said contribution. It was also decided to review this decision as and when required depending upon the need of the training school or any adverse report in the matter.

As MEGA CFC bldg. was ready to use, it was agreed by Authority to allot 4th floor to JOSH and conveyed in its letter dt. 01.04.2024 as rent free occupancy. (Copy Attached)

As per the decision of the Authority meeting on the review, a letter was issued to Gems & Jewellery Skill Council of India on 01.07.2024 to provide a detailed write-up on the methodology to be adopted for the utilization of these funds so that the same can be

placed before upcoming Authority meeting and a comprehensive breakdown of the revenue receipts and expenditure of the FY 2023-24 to ensure the optimum utilization of the allocated funds as indicated below : -

1. **Expenditure Reports:** Provide monthly and quarterly expenditure reports for the past fiscal year. Further submit the details in following heads -
 - a. Expenses towards salaries and wages
 - b. Expenses towards stipends
 - c. Miscellaneous expenditures
 - d. Capital Expenditure, if any.
2. **Performance Parameters:** For evaluating the impact of the funds on training quality and expertise enhancement, submit the parameters based on which the performance can be measured.
3. **Utilization Strategy:** Strategy and safeguards to ensure funds are utilized for the intended purposes, preventing any misallocation.
4. **Revenue Receipts:** A detailed breakdown of the revenue receipts in the last fiscal year 2023-24, including all sources of income.

GJSCI in its reply dt. 04.07.2024 & 30.07.2024 has stated as follows :- (Copy Attached)

Methodology for utilization of Funds:

JOSH mobilizes the needy youth who primarily belongs to deprived or weaker sections of the society & train them Free of cost. GJSCI also facilitates placements of the trained candidates so they become bread earners and support their families.

GJSCI also offers stipend of Rs. 2000/- to the candidates on a monthly basis to cover their basic expenses of travel & food. JOSH imparts training in 6 job roles in the industry with an intake capacity of 200+ fresh students on a quarterly basis.

The funds received from the SEEPZ Authority would be broadly utilized to manage expenses of the training school under the different heads as following:

1. Salary of facilities/ trainers.
2. Salary of support Staff (reception head Trainer, head Admission & placement, Office Assistant, House keeping, etc).
3. Other shared services viz. HR, Accounts, Admin, Procurement & Management.
4. Stipend of Trainee students.
5. Procurement of tools & consumables..
6. Office stationery & housekeeping consumables.
7. Repair & maintenance of tools & Equipment.
8. Assessment, certification & convocation event.

9. Marketing & promotion of the school.
10. Upgradation/ renewal of software license.
11. Need based up skilling of existing faculties through SMEs.
12. Need based procurement of capital equipment/tools.

Performance Parameters:

1. Passing % of trained candidates during final assessment- >90%.
2. Post training industry placements- > 70%

Utilization Strategy / Safeguarding of Funds:

1. Funds will be utilized only for heads mentioned above. Any expenses other than above shall be incurred with approval of SEEPZ Authority.
2. GJSCI has strong internal audit mechanism in place. No bill/ invoice will be cleared for payment unless it is thoroughly scrutinized by the auditor vis-à-vis work order/purchase order/ proper approval.
3. GJSCI shall submit the Utilization Certificate on Quarterly basis.

Revenue and Expenditure Details:

1. Actual Revenue and expenditure details for F.Y. 2023-24:

| Statement of Income and Expenditure for the Financial year 2023-24 | | | | | | |
|--|------------------------------------|------------------|------------------|------------------|------------------|--------------------|
| Sr. No. | Particulars | Quarter-I | Quarter-II | Quarter-III | Quarter-IV | (Amt in Rs) |
| | | | | | | Total (2023-24) |
| (Actual) | | | | | | |
| 1 | Expenses: | | | | | |
| | i) Salary & Wages | 7,94,857 | 8,09,274 | 8,51,307 | 12,72,048 | 37,27,486 |
| | ii) Stipend Allowances | 3,33,150 | 4,81,894 | 3,57,890 | 5,09,534 | 16,82,468 |
| | iii) Miscellaneous Expense | | | | | |
| | Tools and Consumables | 2,99,481 | 2,91,741 | 2,91,741 | 3,68,589 | 12,51,552 |
| | Office Expenses (Tea and Others) | 1,86,960 | 1,75,820 | 1,62,190 | 1,75,061 | 7,00,031 |
| | Rent Charges | 1,28,584 | 1,28,584 | 1,28,584 | 1,28,584 | 5,14,336 |
| | Electricity Charges | 1,50,830 | 1,22,223 | 95,159 | 2,340 | 3,70,552 |
| | Other Operating Expense | 4,06,640 | 3,84,752 | 4,94,426 | 6,68,675 | 19,54,493 |
| | iv) Capital Expense | 1,534 | - | 5,717 | 27,95,199 | 28,02,450 |
| | Total Estimated Expenditure | 23,02,036 | 23,94,288 | 23,87,014 | 59,20,030 | 1,30,03,368 |
| 2 | Contributions (Estimated): | | | | | |
| | Placement Fees | 9,10,000 | 8,50,000 | 12,00,000 | 6,70,000 | 36,30,000 |
| | Total Estimated Receipt | 9,10,000 | 8,50,000 | 12,00,000 | 6,70,000 | 36,30,000 |
| | Gap to be Funded by GJSCI | 13,92,036 | 15,44,288 | 11,87,014 | 52,50,030 | 93,73,368 |

2. Actual & Estimated Revenue and expenditure details for F.Y. 2024-25:

| Statement of Income and Expenditure for the Financial year 2024-25 | | | | | | |
|--|---|------------------|------------------|------------------|------------------|--------------------|
| Sr. No. | Particulars | Quarter-I | Quarter-II | Quarter-III | Quarter-IV | (Amt in Rs) |
| | | (Actual) | (Estimated) | | | Total (2024-25) |
| 1 | Expenses: | | | | | |
| | i) Salary & Wages | 16,20,557 | 19,80,000 | 19,80,000 | 19,80,000 | 75,60,557 |
| | ii) Stipend Allowances | 7,41,310 | 12,36,000 | 12,36,000 | 12,36,000 | 44,49,310 |
| | iii) Miscellaneous Expense | | | | | |
| | Tools and Consumables | 4,36,676 | 7,50,000 | 7,50,000 | 7,50,000 | 26,86,676 |
| | Office Expenses (Tea and Others) | 1,93,001 | 2,91,000 | 2,91,000 | 2,91,000 | 10,66,001 |
| | Rent, Rates & Taxes | - | - | - | - | - |
| | Electricity Charges | - | - | - | - | - |
| | Assesment Charges | 1,44,000 | 2,47,200 | 2,47,200 | 2,47,200 | 8,85,600 |
| | Staff Welfare Expenses | 3,566 | 30,000 | 30,000 | 30,000 | 93,566 |
| | Facilitation Charges | - | - | - | - | - |
| | Sweeper Charges | 46,020 | 60,000 | 60,000 | 60,000 | 2,26,020 |
| | Printing & Stationery Expenses | 51,927 | 45,000 | 45,000 | 45,000 | 1,86,927 |
| | Repairs & Maintenance | 43,050 | 90,000 | 90,000 | 90,000 | 3,13,050 |
| | Travelling & Conveyance Expenses | 1,103 | 15,000 | 15,000 | 15,000 | 46,103 |
| | Certificate Ceremony | 32,592 | 60,000 | 60,000 | 60,000 | 2,12,592 |
| | Miscellaneous Expenses (Gtae pass and others) | 35,000 | 30,000 | 30,000 | 30,000 | 1,25,000 |
| | JOSH Administrative Expense | 4,50,000 | 4,50,000 | 4,50,000 | 4,50,000 | 18,00,000 |
| | iV) Capital Expense | 8,39,520 | 5,00,000 | 5,00,000 | 5,00,000 | 23,39,520 |
| | Total Estimated Expenditure | 46,38,322 | 57,84,200 | 57,84,200 | 57,84,200 | 2,19,90,922 |
| 2 | Contributions (Estimated): | | | | | |
| | Placement Fees | | 14,85,000 | 18,54,000 | 18,54,000 | 51,93,000 |
| | Total Estimated Receipt | - | 14,85,000 | 18,54,000 | 18,54,000 | 51,93,000 |
| | Gap to be Funded by GJSCI | 46,38,322 | 42,99,200 | 39,30,200 | 39,30,200 | 1,67,97,922 |

3. Revenue & expense sheet for fiscal year 2024-25 attached herewith for reference. The total number of candidates during this quarter was only 115, while going forward they expect the actual number of candidates for the subsequent batches to be

approximately 200. Therefore the estimate for quarter 2, 3 and 4 have been worked out accordingly.

4. Estimated Revenue & expense sheet for fiscal year 2024-25 attached herewith for reference. They intend to train and certify approximately 625 candidates in 2024-25 as against 228 candidates trained and certified in 2023-24.

D. Recommendation:

The proposal of Trade member for financial assistance to skilling & training school 'JOSH' at Mega CFC SEEPZ is submitted before the Authority for decision.

Agenda Prepared by – Shri. Ravindra Kumar (Assistant), Shri. Manish Kumar (ADC) and Dr. Prasad Varvantkar (Estate Officer).

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SEEPZ SEZ AUTHORITY
SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

अजेंडा विषय नं.

AGENDA ITEM NO. 08

A. Proposal :-

Proposal for hiring of Sr. Executive for audit related matters of Authority

B. Relevant provisions of SEZ Act,2005 & Rules,2006/Instruction/Notification:-

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

It is to apprise that for day to day smooth functioning of accounts, preparation of audit replies accounts and bill verifications, it is seen that there is a need for a Sr. Executive who need to be hired for Authority related work.

The Executive to be hired should be a Retired person from Audit and Accounts Dept. and should be well versed with the accounts and handled Accounts of SEZs as per the SEZ Act 2005 & SEZ Rules 2006.

SEEPZ Admin also hires Chartered Accountant firm for the billing preparation, accounting of the books of accounts and verification of Annual accounts by Internal Auditor. It is to apprise that before verification of the Internal Auditor, Sr. Executive will verify the accounting made under various heads verify the bills, income through lease rent, posting in the books of accounts etc. on daily basis.

It is proposed that in order to minimize the audit related paras, the Sr. Executive to be hired on routine basis for all the accounting purpose @ remuneration of Rs. 60,000 per month

D. Recommendation:

The proposal for hiring of Sr. Executive for audit related matters of Authority is submitted before the SEEPZ SEZ Authority for consideration.

Agenda Prepared by – Shri. Rajesh Kumar (UDC), Smt. Rekha Nair (ADC), Dr. Prasad Varvantkar (Estate Officer).

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SEEPZ-SPECIAL ECONOMIC ZONE, GOVT. OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

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AGENDA ITEM NO. 09

A. Proposal :-

Request for granting extension of time till 30.09.2024 for executing sub-lease deed for availing reduced penalty of Rs.1/- per sq.mtr. per annum.

B. Relevant provisions of SEZ Act,2005 & Rules,2006/Instruction/Notification:-

Section 34 read with Rule 7 of SEZ Authority Rules 2009.

C. Other Information :-

SGJMA vide their letter dated 09.07.2024 and SEEMA vide their letter dated 10.07.2024 had informed that the process of implementation of the Notification no. Mudrank-2018/3681/C.R.345/M-1(Policy) dated 09.06.2023 by Stamp Office took some time due to interpretational issues. GoM announced Amnesty Scheme i.r.o. stamp duty which resulted in sudden increase in application to Stamp Office and resulted in adjudication and registration process completion taking much longer time than before. Hence requested for granting extension of time till 30.09.2024

The proposal for roll back the penalty to Rs. 1/- Per Sq.mtr. per annum from Rs.100/- per sq.mtr. per annum for delay in execution of sub-lease agreement was approved by the Authority in its 63rd Authority meeting held on 11.10.2023 and deliberated the opinion to roll back the penalty from Rs. 100/- per sq.mtr. per annum to Rs. 1/- Per Sq.mtr. per annum with retrospective effect and in respect of the Unitholders who have paid the penalty, the said amount should be adjusted against rent. It was decided to supersede the circular dated 06.08.2010 increasing the penalty from Rs. 1/- Per Sq.mtr. per annum to Rs.100/- per sq.mtr. per annum. Also it was further decided that this exemption be extended in the public interest and valid for the lease deeds to be executed on or before 31.03.2024.

Accordingly, this office vide Circular dated 05.03.2024 had requested all the unit holders/public utilities to execute the sub-lease agreement on or before 31.03.2024 for availing the aforesaid exemption.

SGJMA letter dated 09.07.2024 and SEEMA letter dated 10.07.2024, a Notification no. Mudrank-2018/3681/C.R.345/M-1(Policy) dated 09.06.2023 and the Circular dated 05.03.2024 are attached for reference.

It is proposed that extension may be granted till 30.09.2024 and the Unitholders may be directed to complete the registration within the stipulated time and no further extension will be granted. Also Unitholders submitting the agreement for adjudication beyond 30.09.2024 the penalty @ Rs. 100/- per sq. mtr. p.a. will be levied.

D. Recommendation:

The proposal for granting extension of time till 30.09.2024 for executing sub-lease deed is submitted before the SEEPZ SEZ Authority for consideration.

Agenda Prepared by – Shri. Rajesh Kumar (UDC), Smt. Rekha Nair (ADC), Dr. Prasad Varvantkar (Estate Officer).

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

AGENDA ITEM NO. 10

A. Proposal :

Updation of Authority about the following Tender

1. Engagement of Contractor for Removal and Disposal of Sludge from Open & Closed Gutters, Sewerage/Drainage lines from SEEPZ-SEZ premises & Residential Staff Quarters - Gutter Cleaning Tender.
2. Tender for Engagement of Contractor for monthly Clearance / Disposal / Removal of Investment Powder Waste from SEEPZ- SEZ Premises 2024-25.
3. Tender for Engagement of Contractor for Waste Management for SEEPZ - SEZ 2024-25.
4. Appointment of Agency for providing Strategic Advisory Services for Rejuvenation and Redevelopment & Implementation support for various initiatives taken by SEEPZ SEZ, Mumbai.

B. Relevant provision of SEZ Act, 2005 and Rules :

Section 34 (2) (a) of the SEZ Act, 2005

C. Other Information :

SEEPZ-SEZ has floated 4 tenders for Engagement of following services:-

| Sr. No. | Tender ID | Nature of Services | Status as on date |
|---------|------------------------------------|--|---|
| 1. | IT-G/C/3/2024-IT/COMP-SEEPZ-MUMBAI | Engagement of Contractor for Removal and Disposal of Sludge from Open & Closed Gutters. | <ul style="list-style-type: none"> • Tender was floated on 07.06.2024 on CPP Portal & <u>Technical bid was opened on 21.06.2024 wherein following bidders participated:</u> <ol style="list-style-type: none"> 1. M/s. Lucky Trading Company 2. M/s. Mercury Metal Industries 3. M/s. MPower Facilities Services Pvt. Ltd. 4. New KGN Enterprises 5. M/s. Shaan Pack 6. M/s. Prime Toll & Metal Recoveries Pvt. Ltd. |

| | | | |
|----|------------------------------------|---|---|
| | | | <p><u>Financial Bid was opened on 8th July 2024 Wherein :-</u></p> <ol style="list-style-type: none"> 1. M/s. New KGN Enterprises - H1- Rs. 8,79,84,000 2. M/s. Lucky Trading Company - H2- Rs. 5,61,60,000 3. M/s. M Power Facility Services Pvt. Ltd. - H3- Rs. 3,04,26,240 4. M/s. Prime toll and metal Recoveries Pvt. Ltd. - H4 - Rs. 1,24,80,000 <ul style="list-style-type: none"> • Accordingly, Work Order was issued to M/s. New KGN Enterprises. However, the same was not accepted by the service provider and raised query after issuing work order, used dilly daily tactics for non acceptance of tender. Consequently, legal action has been taken against M/s. New KGN Enterprises including blacklisting for future tender for wasting the time and resources of SEEPZ-SEZ Authority and letter dated 13.08.2024 has been issued to M/s. New KGN Enterprises to pay the differential amount with intimation to MoC&I. • Consequently, Work order was issued to next highest bidder i.e. M/s. Lucky trading Company with quoted price of Rs. 5,61,60,000 and the same has been accepted by the service provider. |
| 2. | IT-G/C/1/2024-IT/COMP-SEEPZ-MUMBAI | Engagement of Contractor for monthly clearance of | <ul style="list-style-type: none"> • Tender was floated on 07.06.2024 on CPP Portal & |

| | | | |
|-----------|---|--|---|
| | | <p>Investment Powder.</p> | <p><u>Technical bid was opened on 21.06.2024 wherein following bidders participated:</u></p> <ol style="list-style-type: none"> 1. M/s. Chaudhary Metal Refinery 2. M/s. Prime Toll & Metal Recoveries Pvt. Ltd. <p><u>Financial Bid was opened on 8th July 2024 Wherein :-</u></p> <ol style="list-style-type: none"> 1. M/s. Prime Toll & Metal Recoveries Pvt. Ltd. - H1- Rs.2.51/kg 2. M/s. Chaudhary Metal Refinery -H2- Rs. 1.90/kg <p>Tender Evaluation committee decided with consensus to award tender to M/s. Prime toll & Metal Recoveries Pvt. Ltd. Accordingly work order dated 09.07.2024 issued and same was accepted by the service provider.</p> |
| <p>3.</p> | <p>IT- G/C/2/2024/IT/COMP- SEEPZ-MUMBAI</p> | <p>Tender for Engagement of Contractor for Waste Management for SEEPZ - SEZ 2024-25</p> | <ul style="list-style-type: none"> • Tender was floated on 07.06.2024 on CPP Portal & <p><u>Technical bid was opened on 21.06.2024 wherein following bidders participated:</u></p> <p>-</p> <ol style="list-style-type: none"> 1. M/s. Garib Nawaz Corporation 2. M/s. Maharashtra Enterprises 3. M/s. Mercury Metal Industries <p>Wherein only 1 bidder was qualifying in the technical bid due to the restrictive condition of having license for storage of all type of paper old and waste issued by Municipal Corporation of Greater Mumbai.</p> <p>On the basis of above Tender for Engagement of Contractor for Waste Management for SEEPZ - SEZ 2024-25 was Retendered on</p> |

| | | | |
|----|------------------------------------|--|---|
| 4. | IT-G/C/5/2024-IT/COMP-SEEPZ-MUMBAI | Appointment of Agency for providing Strategic Advisory Services for Rejuvenation and Redevelopment & Implementation support for various initiatives taken by SEEPZ SEZ, Mumbai. | 26.07/2024 Tender was floated on 07.06.2024 on CPP Portal on QCBS basis: <u>Technical bid was opened on 24.07.2024 wherein following bidders participated:</u> - 1. M/s. CBRE South Asia Pvt. Ltd. 2. M/s. Primus Partners Pvt. Ltd. On the basis of presentation and Marks received financial bid was opened on 09.08.2024 wherein M/s. CBRE South Asia Pvt. Ltd. Has emerged as L1 bidder with quoted amount of Rs. 8,45,000/- per month and TEC decided with consensus to award the contract to M/s. CBRE South Asia Pvt. Ltd. Further, Work order to Service provider is being issued. |
|----|------------------------------------|--|---|

D. Recommendation :

The above proposal is hereby apprised to SEEPZ-SEZ Authority for information.