

**MINUTES OF THE 9TH MEETING OF THE SEEPZ - SEZ AUTHORITY
HELD ON 14.03.2011.**

Present:

1. Development commissioner, SEEPZ-SEZ : Chairperson
2. Joint Development Commissioner, SEEPZ-SEZ. : Member
3. Shri Amar Kothari, Managing Director, M/s. Intergold India Ltd. : Member
4. Shri Rajiv Sheth, Managing Director M/s. Tara Ultimo. : Member
5. Shri P.S. Raman, Dy. Development Commissioner : Secretary
6. Mrs. M.J. Kulkarni, Asstt. Development Commissioner. : Manager (Estate)

The Authority noted the Action taken report in respect of the decisions taken in the previous meeting. The following Agenda items were discussed:-

Agenda Item No.01: Appointment of Chartered Accountant for the year 2010-11.

The Authority noted that M/s. Kedia & Company, Chartered Accountant were appointed for maintenance of the Accounts of the Authority for the year 2009-10 for a monthly compensation of ₹ 12,000/-. It was also noted that they have been attending to the work of maintaining the Account of the Authority during the current year also and that they have made a request for enhancing the compensation to ₹ 30,000/- p.m. as their Senior representative and senior partner also visit SEEPZ frequently for providing necessary guidance for proper coordination of the work.

The Authority was informed that M/s. Kedia & Company were appointed in the year 2009-10 based on quotations called for from 5 CAG empanelled Chartered Accountants. The lowest offer of ₹ 12,000/- p.m. was of M/s. Kedia & Company and the 2nd lowest offer was of ₹ 30,000/-. Therefore, the enhanced compensation now sought by M/s. Kedia & Company is at par with the 2nd lowest offer received last year.

Decision: The Authority approved the proposal for increase in the monthly compensation to M/s. Kedia & Company to ₹ 30,000/-.

Agenda Item No.02: Appointment of Electrical Supervisor under Authority.

It was noted that the proposal is for taking services on Contract basis of Mr. P.D. Kadam, Retired Senior Electrician from the MIDC for attending to the day-to-day work for a period of one year. The Authority was informed that Shri Kadam had worked in SEEPZ-SEZ for several years and is therefore, familiar with the various electrical installations and has the requisite experience as Electrical Supervisor. Since the Authority does not have any technical staff under it, detection of the day to day problems itself is a major load. It was also decided to constitute a technical cell under Authority headed by an Asstt. Engineer (Civil).

Decision: The proposal was approved subject to the condition that the monthly compensation payable shall be calculated as per the Authority Rules and other Govt. Rules.

Agenda Item No.03: Allotment of food kiosk in BFC.

The Authority was informed that total area available on the ground floor of BFC building is 5068 Sq.ft. After taking into account the common area such as entrance, foyer, lifts, etc., the actual usable area will be approximately 3900 sq.ft. Though few hospitality Service Provider visited the space, due to one reason or the other there has not been any concrete response from any one of them. In the recent past, IRCTC, which is an Organisation in the Public Sector has shown interest in taking up the space. During the preliminary discussion, the joint General Manager, IRCTC had with the Zone Administration on 11.3.2011. It was indicated that the general Policy of the IRCTC is not to invest in the space and therefore, their request was not to charge lease rent.

The Authority was further informed that an area of approx. 700 sq.ft. on the grounds floor will be required for running an Employees' Clinic which is an essential requirement considering the large number of employees in the Zone Complex.

Decision: Considering the circumstances, the Authority approved in-principle for providing an area of approx. 1800 sq. ft. to IRCTC for a period of six months on a nominal rent of Re. 1/- as in the case of

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ICH, CWC and other organization already existing within SEEPZ SEZ, in case IRCTC is not able to incur the rent expenses as per their policy. The rent payable should be worked out based on the revenue generation thereafter. It was also agreed to use an area of approx. 700 sq.ft. for running the Employees' Clinic.

Agenda Item No.04: Running the Gym in BFC Building.

The Authority noted that the facility created for Gymnasium is lying unused so far. It was also noted that M/s. D.K. Hospitality Pvt. Ltd. have shown interest to run the Gym facility and have requested for a concessional rent of 50% as it may take some time for the revenue generation to reach break-even level since the Members are limited to the employees of the Zone units.

Decision: Considering the circumstances of forgone rent for the last one year and apprehended lack of maintenance of the equipments, the Authority accorded approval for granting a rent concession of 50% for a period of six months and thereafter to review the rent chargeable after assessing the revenue generation.

Agenda Item No.05: Extension of tenure period in the Cleaning Contract.

It was noted that the existing Contract of M/s. BVG India Ltd. was for the period upto 8.2.2011 and that they have been given extension for a period of one month thereafter. The Authority also noted that the services of M/s. BVG were found to be satisfactory and that M/s. BVG have shown interest for continuation of the Contract for a further period of one year.

Decision: As the Tender issued was for a period of one year, it was decided that fresh Tender may be issued specifying inter-alia that in case the performance found to be satisfactory, extension can be granted for further period of one year if the Tenderer is willing to continue the contract on the same terms and conditions. It was also agreed to grant extension to the existing contract i.e. M/s. BVG for a period of three months from 9.3.2011 so as to avoid disruption of cleaning arrangement of Zone Complex. Fresh Tenders should be invited and the contract to be finalized within this extended period.

Agenda Item No.06: Increase in the transfer charges.

It was noted that the proposal is for increasing the existing transfer charges in respect of premises in the MIDC constructed buildings/plot-holders and premises in the SDFs/Gems & Jewellery Complex Buildings. The Authority was informed that the MIDC has its own Guidelines for transfer of premises and in the year 2006, SEEPZ Administration had prepared Guidelines for transfer of premises in the Zone which covers premises in the SDFs/G&J Complex buildings as well as MIDC constructed buildings (buildings constructed by allottees of Plot).

Decision: The Authority held the view that the matter may require a comparative study of (1) what is the transfer charges of MIDC as per their Guidelines and (2) whether the existing transfer charges of SEEPZ Administration is comparable to what MIDC's charges, etc. It was decided that a comprehensive note on the above may be circulated among Members of the Authority and the proposal may be included in the Agenda for discussion in the next Meeting of the Authority.

Agenda Item No.07: Estimate for providing and erecting in position pacer (speed breaker) & Globmaker Road Studs.

It was noted that the proposal is for providing Speed Breakers on the internal road of Zone Complex. The Authority was informed that the location for installation of speed breakers have been inspected by a team comprising Dy. Engineer of MIDC, Security Officer and representatives of SEEMA & SG&JMA.

Decision: The proposal was approved.

Agenda Item No.08: Expenditure incurred on M & R Works.

It was noted that a sum of ₹ 3,02,99,466/- is payable to the MIDC as per the Statement of expenditure in respect of minor works as on 30.11.2010 submitted by MIDC. The Authority was informed that out of this, expenditure amounting to ₹ 2,88,85,000/- were incurred from November, 2009 onwards i.e. after Notification of the Authority Rules. In view of this, the expenditure can be considered for payment from the Authority funds. The Authority was further informed that in order to make full payment of the dues of MIDC in respect of M&R

₹ 14,14,466/- is payable which expenditure was incurred prior to Notification of the Authority Rules i.e. prior to November, 2009. Though the Zone Administration had sought enhanced allocation of fund in the RE during the preceding 3 years, no additional funds were allocated and therefore, necessity arose for seeking payment of the expenditure incurred as mentioned above from the Authority Fund.

Decision: The Authority approved the proposal for payment of ₹ 2,88,85,000/- from the Authority Fund. It was directed that the remaining amount of ₹ 14,14,466/- may be paid from the M&R allocation for the next financial year.

Supplementary Agenda Item No.09: Proposal of MIDC for approval of an AMC Agency for carrying out Minor Repair work in SDFs and Gems & Jewellery Buildings.

The Authority noted that the proposal of the MIDC is for approving an estimate for ₹ 14,47,300/- (based on the actual expenditure incurred during the year 2009-10) for carrying out daily maintenance of SDFs and G&J buildings such as replacement of drainage-rainwater pipelines, repairing of damaged plaster, provision for waterproofing, repairing of flooring work, provision for repairing of damaged Brick masonry, repairing of damaged aluminium windows, etc. It was stated that as per the letter dated 11.3.2011 received from the MIDC, *"the objective is to expedite the process of essential minor repairs of the above nature. As per the present procedure of MIDC, Tender is to be invited for incurring an expenditure and the process takes long time due to procedural requirement. If the estimate can be approved, then the actual repair work can be taken up by the MIDC after obtaining approval on each occasion without having to go through the tender procedure, which will expedite the process of carrying out essential minor repairs. Therefore, once agency is fixed, the essential work can be carried out as and when required. The estimate has been worked out based on the current MIDC DSR."*

Decision: The Authority approved the proposal.

Supplementary Agenda Item No.10: Proposal for setting up of an Employee Clinic in SEEPZ-SEZ.

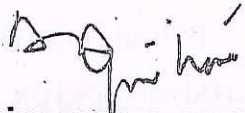
It was noted that the proposal is for setting up an Employee Clinic in an area of approx. 700 sq. ft. on the ground floor of the BFC building. The Authority was informed that the proposal envisages the following:-

- 1> Providing an area of 700 sq. ft of built up space on the ground floor of the BFC Bldg. for running the Employee clinic. MIDC will be required to do the flooring and some minor modification for the clinic to start.
- 2> The Directorate of Industrial Safety & Health have a panel of approved Doctors. The services of one or two Doctors from this Panel can be utilized for running the clinic.
- 3> MARG (Mutual Awareness and Response Group) can be requested for providing necessary equipments required for the clinic.
- 4> Recurring cost on engaging the Doctors and assisting staff will be met from Authority Fund.
- 5> This facility will provide first-aid in case of trauma and regular check up of workers in hazardous occupation as per the Factories Act, to begin with. It can later be expanded to general check up of employees including women employees, etc.

The Authority was further informed that the MIDC has submitted an estimate amount to ₹ 51.97 Lakhs for construction of a separate building with an area admeasuring 440 sq. mtr. For locating Employees clinic, crèche facility and fair Price shop. It is expected that construction of building may take at least one year and therefore, the Employees clinic can start functioning from the ground floor of BFC building for the time being and shift to the new premises when its get ready.

Decision: The Authority approved the proposal for setting up an Employees clinic on the ground floor of BFC building. The estimate of ₹ 51.97 lakhs for construction of a new building for locating the Employee clinic, crèche facility and Fair Price Shop was also approved.

The Meeting ended with vote of thanks to the chair.


**Chairperson-cum
Development Commissioner
SEEPZ SEZ Authority**
