

MINUTES OF THE 17th MEETING OF THE SEEPZ SEZ AUTHORITY SCHEDULED HELD ON 26TH FEBRUARY, 2013 AT 30.30 P.M. UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER, SEEPZ SEZ AND CHAIRPERSON, SEEPZ SEZ AUTHORITY.

- Present:**
1. Shri R.B. Sharma, - Member
Dy. DGFT (Representative of O/o. Addl. DGFT, Mumbai).
 2. Shri P.S. Raman, - Member
Secretary.

In attendance: 3. Smt. M.J. Kulkarni,
Manager (Estate)

Agenda Item No. I: Confirmation of the Minutes of the 16th Meeting held on 28.08.2012.

The Minutes were confirmed.

I. Continuation of tenure of Chartered Accountant for 2012-13:-

The proposal is for continuation of the existing Chartered Accounts for a further period of one year @ same rate of compensation, i.e. Rs. 4.50 lakhs p.a. w.e.f. 01.04.2013 to 31.03.2014. It was also noted that the performance of the firm is satisfactory.

Decision: The Authority approved the proposal.

II. Extension of tenure of service of Accounts Clerk: -

It was noted that the proposal is for continuation of the tenure of service of the Accounts Clerk for a further period of one year upto 31.03.2014 at the existing charges of Rs. 15,000/- p.m. It was noted that the services provided has been satisfactory.

Decision: The Authority approved the proposal.

III. Extension of tenure of Official Language Consultant: -

The Authority was informed that approval of the Ministry has been received for appointment of official language consultant from the office of the Development Commissioner. In view of this, the Agenda was withdrawn.

IV. Continuation of outsourcing of Helpers and 2 Data Entry Operators: -

It was noted that the proposal is for continuation of outsourcing arrangement of 14 helpers and 2 Data Entry Operators for a period of one year, ie.. upto 31.03.2014 at the existing charges of Rs. 8676/- per helper and Rs. 10,662/- per Data Entry Operator.

Decision: The Authority approved the proposal.

hpa2/-

V. Extension of tenure of Electrical Supervisor :-

It was noted that the proposal is for continuation of the tenure of services of Electrical Supervisor for a further period of one year, i.e. 31.03.2014 at the existing charges of Rs. 15,000/-.

Decision: The Authority approved the proposal.

VI. Requirement of outsourced services of an Assistant in Estate Section :

It was noted that the proposal is for outsourcing services of an Executive Assistant to attend to the following items of work

1. Listing of Units, who have not executed Lease Agreement.
2. Listing of Units, whose Leas Agreement is due to expire near future.
3. Listing of Units, who have rent/service charges/property tax outstanding.
4. Preparation of data with regard to space held, export achieved, employment generated, which is required for monitoring proper utilization of space.
5. Listing of Units, who have not affected any exports during the preceeding 180 days.
6. Obtaining feedback from Units regarding the Housekeeping services provided by M/s .BVG India Ltd.
7. Listing of status of various works approved under M & R/Authority for execution from MIDC.

Decision: The Authority approved the proposal initially for a period of six months.

VII. Requirement of outsourced services of fulltime Legal Assistant in Estate Section :

It was noted that the proposal is for outsourcing of services of a full time legal Assistant to assess in various legal matters such as eviction under PP Act, preparation of para-wise comments in respect of Writ Petition, Misc. Applications, court cases and related matters. The Authority was informed that the proposal is for outsourcing of a person with LLB qualification.

Decision: The Authority approved the proposal to outsource services of qualified Legal Assistant initially for a period of six months.

VIII. Plan implementation and regular monitoring:

It was noted that YASHADA (a Govt. of Maharashtra Organisation) has submitted estimated cost of Rs. 20/- lakhs for implementation of Disaster Management Plan and regular monitoring. It was further noted that YASHADA ha s requested for payment of 60% of the estimated cost as advance. It was noted that the DMP is to be implemented without any delay.

Decision: The Authority approved the estimated cost of Rs. 20/- lakhs for implementation of DMP and regular monitoring. 60% advance payment to M/s. YASHADA was also approved.

kyasa3/-

IX. Laying of gas pipeline to Canteens :

The Authority noted that the Ministry of Non-renewable Energy, New Delhi, has in their recent communication conveyed cancellation of the MNRE share sanction for the project for the reason that the commissioning of the project as per their specifications has not been completed. The Authority has taken up the matter with the MNRE for restoration of the sanction. The MNRE has informed the Authority that specific proposal may be submitted to them indicating within what time frame the commissioning of the plant will be completed in compliance of the conditions specified in their sanctioned letter.

Dr. Dhanolkar of M/s. Ashoka Biogreen stated that laying of pipeline was suggested earlier for distribution of gas from the plant to the canteens, etc. However, as per the requirement of MNRE, bottling facility is to be provided at the plant in which case the gas generated will be filled in the cylinders and therefore laying of pipeline will not be needed.

In view of the above, the agenda item was withdrawn.

SUPPLEMENTARY AGENDA

I: Creation of single window facility at Ground floor of Service Centre Building at SEEPZ-SEZ premises.

The Authority noted that the creation of single window facility at the ground floor excluding the Auditorium at an estimated cost of Rs. 85,14,850/- was approved in the 15th meeting of the Authority held on 06.06.2012.

However, subsequently it was considered necessary to include the Auditorium space also for creating proper seating facility for Appraisers, Examiners, etc. It was noted that taking into account the revised requirement, MIDC has submitted revised estimates amounting to Rs. 1,39,72,300/-.

Decision: The Authority approved the estimated cost of Rs. 1,39,72,300/-.

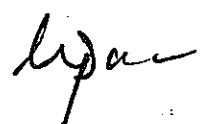
2. STP, Water recycling system alongwith rain water harvesting in SEEPZ SEZ

It was noted that the STP proposal is for payment of AMC to MIDC for the intervening period from December, 2011 to August, 2012 amounting to Rs. 4,90,500/- This expenditure relates to services provided by the MIDC for the aforesaid period after expiry of the defect liability period of the manufacturer and before commencing of the regular AMC.

It was noted that need for payment of AMC charges for the intervening period arose due to delay in finalization of tender.

Decision: The Authority approved the proposal

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3. Annual Maintenance of 2 Nos. of Lifts in BFC building.

It was noted that the proposal is for payment of Rs. 1,80,315/- to MIDC for the period 28.07.2011 to 31.08.2012 for providing maintenance in respect of the two lifts installed in the BFC building. It was noted that the defect liability period of manufacturer ended on 28.07.2011 and the new AMC contract was given by the MIDC only on 9.10.2012. The aforesaid expenditure pertains to the service provided by the manufacturer during the intervening period, i.e. from 28.07.2011 to 31.08.2012 during which they have also carried out some repairs/replacement of CPU cards, expansion cards, transformer door module, door motor and cap top CCB.

Decision: The Authority approved the proposal

4. Release of additional cost towards construction of internal roads and providing lane marking, pedestrian crossing on CC road approved under ASIDE Scheme.

It was noted that the proposal is for payment of Rs. 18.76 lakhs to the MIDC relating to the construction of internal roads and providing lane marking pedestrian crossing on CC Roads approved under the ASIDE scheme. It was further noted that the total project cost of Rs. 121.81 lakhs, the grant from ASIDE received was Rs. 103.05 lakhs and the remaining amount of Rs. 18.76 lakhs pertaining to the ETP is not covered in the amount sanctioned from ASIDE. It was also noted that this work has been satisfactorily completed and work completion certificate has been submitted to the ASIDE.

Decision: The Authority approved the estimate.

5. Revised Financial Statement of Authority for 2009-10.

It was noted that the Authority Accounts for the year 2009-10 and 2010-11 were submitted to the Audit for certification. The Audit after scrutiny observed that the financial statements need certain revision in order to appropriately reflect the operations of the Authority. Further, the Audit suggested that explanatory note may be given wherever necessary. The Chartered Accountant has accordingly revised the statements, a copy of which is attached as Annexure-A.

The Authority was informed that the Ministry requires urgently the Audited Annual Accounts in respect of 2009-10 of the Authority, 30 copies in English and 30 copies in Hindi. Therefore, the certification of 2009-10 is most urgent. It was also noted that once the certification of 2009-10 Annual Accounts is completed 2010-11 will not be time consuming as the necessary modifications incorporated in 2009-10 need to be effected also in 2010-11. It was noted that the necessary revision in the financial statements of the Authority as suggested by the Audit have been incorporated.

Decision: The Authority approved the revised Annual Accounts and Balance Sheet for the year 2009-10.

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GENERAL ISSUES

The Chairperson directed that the following items of work may be attended on priority:-

- 1> Pre-monsoon cleaning of gutter and storm water drains in the Zone complex/ staff Quarters.
- 2> MIDC to inspect the Zone SDFs and Staff Quarters and to submit estimate to avoid leakage/seepage during monsoon.

The meeting ended with a vote of thanks to the Chairperson.


Chairperson
SEEPZ SEZ Authority