

SEEPZ SPECIAL ECONOMIC ZONE

ANDHERI (EAST), MUMBAI.

AGENDA FOR THE 48th MEETING OF THE SEEPZ
SPECIAL ECONOMIC ZONE AUTHORITY

VENUE: Through video conferencing on Webex application.

DATE : 27th August, 2021

TIME : 11.30 A.M.

ACTION TAKEN REPORT OF 46 AUTHORITY MEETING DATED. 27.07.2021

Sr.No	Name of Proposal	Decision	Action Taken
1	Confirmation of the Minutes of the 45th Authority Meeting Held on	The Minutes of the Meeting held on 26.06.2021 were approved with consensus.	Committee Noted
2	Proposal for Generic issues.	The Authority Noted that no Agenda was received from the Trade Members	Committee Noted
3(A)	A. Proposal for execution of MoU with SEEPZ SEZ and MIDC. B. Block Estimate for all SDF / G&J buildings/SEEPZ Staff Colony. C. Presentation by Dy. D.C on Cleaning, Repair & Maintenance Work Sector wise D. Presentation By MIDC	(A) & (D) After deliberation, Authority noted the detailed presentation given by the MIDC on their functioning and activities carried out in Maharashtra and within the SEEPZ Zone and also took on record the draft Memorandum of Understanding submitted by them for vetting. (B) & (C) After deliberation, Authority noted the presentation given by the Dy. D.C on the Block wise condition of each bldg., required for urgent repair and maintenance work along with estimate given by the Engineer of Authority and the Authority was of the view that the repair and maintenance work needs to be carried out on urgent basis since the all Buildings and Residential complex of SEEPZ are in very poor condition, with priority to safety of all employees and residents after due identification of the agency for works.	Committee Noted. MoU of MIDC is forwarded to Legal Section for vetting. File is under process.
3 (B)	CPWD - One stop service for all Capital/Minor works by CPWD.	Authority was apprised about the step taken by SEEPZ Authority for One stop service for all Capital /minor works by CPWD and after deliberation Authority decided to the await formal proposal from CPWD to arrive at a decision	vide letter dt. 16.08.2021 issued to CPWD for submission of proposal for the civil works and other utilities maintenance at SEEPZ SEZ.
3(C)	NFCD - Appraisal of submission of legal rejoinder in the appropriate forum in order to place on record the fact of necessity of undertaking the contingency work of structural repair and water proofing and urgent civil work for th Govt. leased buildings known as SDF 1 to 6 and the Buildings known as G&J Complex I to III, through MIDC being the Special Planning Authority.	After deliberation, Authority noted the appraisal of submission of legal rejoinder in the appropriate forum in order to place on record the fact of necessity of undertaking the contingency work of structural repair and water proofing and urgent civil work for th Govt. leased buildings known as SDF 1 to 6 and the Buildings known as G&J Complex I to III, either through MIDC being the Special Planning Authority or through CPWD on finalization of decision thereof.	vide letter dated 09.08.2021, legal section has forwarded a draft rejoinder/ written submission with the enclosures to the counsel appearing in the in the litigation cases pending before the Hon'ble High Court and City Civil Court for vetting so that the same can be tendered in the court in order to place on record the gravity of the situation and the mandate of SEEPZ-SEZ Authority to address the same as per due official procedure in committee and instruction of MOC & I.
3 (D)	Utilities- Brief by DDC/Jt. DC	After deliberation, Authority intimated to the SEZ Authority that a detailed brief on the utilities and maintenance shall be submitted during the dedicated budget session tentatively slated for 11 th August, 2021.	Committee Noted
4	Matters related to Units in SEZ, Allotments, etc (Rule 8 (viii), Rule (ix), rule 8 (x), rule 8 (xi) rule 8 (xii).	-NIL	Committee Noted
5 (A)	Budget Manual	Authority was apprised about Budget Manual and Annual Financial Statement for 2021-22 and after deliberation Authority decided the matter will be taken up in separate Authority meeting which will be held on second week of August 2021, tentatively on the 11th August, 2021.	Budget Manual and Annual Financial Statement for 2021-22 is sepeately taken in 47th Authority Meeting held on 11.08.2021.
(B)	Budget - Annual Financial Statement 2021-22 as Annexure -B		
(C)	Draft notification for Standard operating procedure for financial expenditure form SEZ Authority Fund.	Authority was apprised about the Draft SOP submitted by the SEEPZ Authority for (a) Standard operating procedure for financial expenditure form SEZ Authority Fund (b) Draft notification for Standard operating procedure for work undertaken from SEZ Authority Fund.	Standard Operating Procedure for financial expenditure form SEZ Authority Fund has notified on 17.08.2021
(D)	Draft notification for Standard operating procedure for work undertaken from SEZ Authority Fund.		Standard Operating Procedure for work form SEZ Authority Fund has notified on 17.08.2021
6 (A)	Proposal for Hiring of Security Consultant.	Authority was apprised about the proposal of SEEPZ Authority for hiring of Security Consultant and after deliberation Authority approved the proposal.	Note dated 11.08.2021 issued to Security office for prepration of terms of reference.
(B)	Proposal for Hiring Executive under Authority for SEEPZ SEZ	Authority was apprised about the proposal of hiring of (a) Executive (Jr. Electrical Engineer), (b) Executive (Jr. Electrical Engineer), (c) Executive (HR), (d) Executive(Finance), (e) Executive (Econometrics), (f) Consultant(Hindi) after deliberation Authority approved the proposal.	GeM & Procurement Cell has initiated process accordingly.
7	Proposal for formation of COVID Vaccination center in SEEPZ SEZ Zone.	Authority was apprised about proposal for formation of COVID Vaccination center in SEEPZ SEZ Zone and after deliberation Authority decided the steps taken by the SEEPZ Authority and also approved that the proposal for formation of COVID-19 vaccination Center should be forwarded to MCGM along with MOU between SEEPZ Administration and Holy Spirit Hospital and all the requisite amenities and protocol.	Letter dated 25.08.2021 issued to MCGM for setting up COVID-19 vaccination center inside SEEPZ SEZ. file is under process for further steps taken by SEEPZ Authority.
8 (A)	Proposal for execution of MoU with SEEPZ SEZ and Bharat Diamond Bourse.	Authority was apprised about proposal for execution of MoU with SEEPZ SEZ and Bharat Diamond Bourse and after deliberation Authority decided that the presentation made by Bharat Diamond Bourse and the Draft MOU submitted by them for vetting for taking them on board as strategic advisor on security issues and other utilities management assistance.	Letter dated 23.08.2021 issued to BDB request to confirm the acceptance of all the terms & conditions of the proposed MoU.

(B)	Proposal for procurement of 42 Nos. Led Light Fixtures for High Mast.	Authority was apprised about procurement of 42 Nos. LED lights and after deliberation Authority approved the proposal for purchase of the 42 Nos. LED fixtures each of 200W at the approximate cost of Rs.2,94,000/- under the Authority funds.	The file is under submission for following aspects: 1. Sector wise high mast status and requirement of LED's 2. Whether adequate inventory has been finalized: 3. Where are the views of Finance & Account Section on Budget Provision:
9	Legal matters related agendas (Rule 8 (vi), rule 8(vii) --	NIL	Committee Noted
10	Matters relating to Utilities and Services other than IT and E-Governance related	NIL	Committee Noted
11 (A)	IT Confirmation - Proposal for PMC role by IIT, Guwahati for computerization and leveraging IT based solution in SEEPZ SEZ.	Authority was apprised about the proposal for PMC role by IIT, Guwahati for computerisation and leveraging IT based solutions in SEEPZ, after deliberation Authority approved proposal.	vide mail dated 09.08.2021 IIT, Guwahati submitted MoU, which is vetted by Legal Section. File is under submission.
(B)	Hardware - Proposal for Hardware and software requirement by IT section to be procured from GeM and other platform (for those which are not available on GeM)	After deliberation the Authority approved the proposal for purchase of Hardware and software requirement through GeM and other platform (for those which are not available on GeM).	Note dated 06.08.2021 forwarded to GeM & procurement Cell for initiate action as per 46th Authority Meeting.
(C)	Proposal for 100% advance payment of E-office	Authority was apprised about the proposal of the SEEPZ authority for making the 100% advance payment to NICSI to implement the e-office and to deploy their officials after deliberation Authority approved the proposal for making the 100% advance payment to NICSI.	Payment @ Rs. 11,50,170/- released to M/s. NICSI for implement the e-office and to deploy their officials.
12	Comparative Export Performance for financial year 2019-20, 2020-21 & 2021-22 on Cumulative Basis As Annexure-C.	Authority was apprised about Comparative Export Performance for financial year 2019-20, 2020-21 & 2021-22 on Cumulative Basis after delibratation Authority noted the Export performance of the Zone.	Committee Noted
13 (A)	Proposal for hiring of services of vehicle for official use.	Authority was apprised about the proposal for hiring of vehicles for the authority work as per details below and after delibratation Authority approved following: 1. One vehicle for general pool for supervising and monitoring the various activities in M&R works and utilities. 2. One dedicated vehicle for DDC, SEEPZ for visiting the zone and any other official work outside zone. 3. One vehicle for monitoring and supervision of security operation in the Zone. 4. One Luxury vehicle 'on need basis' for short term hire not exceeding 5 working days at a time required for visit of dignitaries in the Zone which shall be on similar methodology as Reserve Bank of India.	GeM & Procurement Cell has initiated process accordingly. File under process.
(B)	Proposal for increase imprest/advance cash of Rs. 1,00,000/- for immediate usage for urgent work.	Authority was apprised about the proposal for increase imprest/advance cash of Rs. 1,00,000/- for immediate usage for urgent work and after deliberation the Authority approved the proposal for increase the imprest/advance cash from Rs.30,000/- to Rs.1,00,000/- granted to Estate Manager for immediate usage for urgent work for the period till 31st March 2022 as urgent maintenance and repair works will have to be undertaken and completed during the period from August 2021 till March 2022 and subsequently from 01st April 2022 the cash imprest amount shall be restricted to Rs.30,000/- only.	Committee Noted and implement of imprest/advance cash of Rs. 1,00,000/- in lieu of Rs. 30,000/-.
14 (A)	Proposal for extension of existing contract for Cleaning Contract/ AMC for Water Purifier Machines/ Annual Maintenance and Operation of STP in SEEPZ SEZ / AMC for Tree Cutting & Watering and maintenance of potted plants.	Authority was apprised about the proposal for extension of existing AMC's up to 30.09.2021 after delibratation Authority approved proposal of extension of following contracts upto 30.09.2021. 1. AMC contract for Cleaning/Housekeeping. 2. AMC of Water Purifier Machines 3. Annual Maintenance & Operation of STP in SEEPZ SEZ - M/s. AR Envirotec. 4. Tender for Tree Cutting and watering and maintenance of potted plants along median in SEEPZ Campus as well as SEEPZ Residential Complex.	Letters dated 04.08.2021 issued to following service provider for extension upto 30.09.2021.
(B)	Proposal for payment to M/s. NCCF for supply of material on urgent basis.	Authority was apprised about the proposal for payment to M/s. NCCF for supply of material on urgent basis after delibratation Authority approved the proposal for payment of Rs. 92,550/- to M/s National Co-op Consumers Federation of India Ltd.	Payment @ Rs. 92,550/- released to M/s. NCCF
(C)	C. Proposal for extension of existing contract for Goods and Passenger lifts installed at all SDF's & G & J Bldg.	Authority was apprised about the proposal for extension of existing contract for AMC for Goods and Passenger lifts installed at SDF -I to SDF-VI and G&J Complex- II to III in SEEPZ SEZ premises and after delibratation Authority approved the proposal for extension of M/s. Jay Bhagwan Elevators Co., for a period i.e upto 30.09.2021.	Letter dated 04.08.2021 issued to M/s. Jay Bhagwan for extension of services upto 30.09.2021
(D)	Proposal for extension of AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEPZ SEZ Residential Complex and removal/disposal of the same.	Authority was apprised about the proposal for extension of AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises and after delibratation Authority approved the proposal for extension of existng AMC of M/s. Prime Toll & Recoveries Pvt. Ltd., for further period i.e upto 30.09.2021.	Letter dated 04.08.2021 issued to M/s. Prime Toll & Recoveries for extension of services upto 30.09.2021
(E)	Proposal for extension of AMC for Day to Day Maintenance Contract (Day to Day Civil/Electrical/Plumbing/Carpentry/Painting work) for all the buildings @ SEEPZ premises as well as SEEPZ Staff Colony.	Authority was apprised about the extension of AMC for Day to Day Maintenance Contract and after delibratation Authority approved the proposal for extension of AMC for Day to Day Maintenance (Day to Day Civil/Electrical/ Plumbing/ Carpentry/ Painting work) for all the buildings @ SEEPZ premises as well as SEEPZ Staff Colony to M/s. Bohra Enterprises for further period till 30 th September, 2021.	Letter dated 04.08.2021 issued to M/s. Bohra Enterprises for extension of services upto 30.09.2021

(F)	Proposal for payment to M/s. Aditya Enterprises for Supply of Services (by providing skilled labourers with supervision) for fixing the tarpaulin sheet at SDF Buildings/ G&J Buildings and at SEEPZ Staff Colony in SEEPZ SEZ.	Authority was apprised about the proposal for payment to M/s. Aditya Enterprises for Supply of Services for fixing the tarpaulin sheet at SDF Buildings/ G&J Buildings and at SEEPZ Staff Colony in SEEPZ SEZ and after deliberation Authority approved the proposal for payment of Rs. 13,36,987.40/- to M/s. Aditya Enterprises for Supply of Services (by providing skilled labourers with supervision) for fixing the tarpaulin sheet at SDF Buildings/ G&J Buildings and at SEEPZ Staff Colony in SEEPZ SEZ.	P.A.O ask clarification of payment to M/s/ Aditya Enterprises. File under submission.
(G)	Proposal for hiring 100Mbps Internet Leased Line Connection through GeM Portal.	Authority was apprised about the proposal for hiring 100Mbps Internet Leased Line Connection and after deliberation Authority agreed to award the contract to M/s. Ishan Netsol Pvt. Ltd. Amounting to Rs. 3,50,460/- for 100Mbps Internet Leased Line Connection through GeM Portal.	vide Work order dated 18.08.2021 issued to M/s. Ishan Netsol amounting to Rs. 3,50,460/- w.e.f. 01.09.2021 for one year for 100Mbps Internet Leased Line Connection

MINUTES OF THE 46th AUTHORITY MEETING HELD ON 27.07.2021, ON WEBEX PLATFORM, UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER & CHAIRPERSON, SEEPZ-SEZ AUTHORITY.

The following were present: -

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| (i) | Sh. C.P.S. Chauhan
JDC, SEEPZ-SEZ | - | Member/Secretary |
| (ii) | Sh. D.T. Parate,
Asstt. DGFT, Mumbai | - | Member |
| (iii) | Sh. Vijay Gujarati,
COO, M/s. EOS Power India Pvt. Ltd. | - | Member |
| (iv) | Sh. Ashish Kothari, Director
M/s. Jewalex India Pvt. Ltd. | - | Member |

Special Invitees:-

Sh. Anil Chaudhary,
Specified Officer, SEEPZ

Sh. Anurag Agarwal, DDC, Sh. Raju Kumar, ADC, Sh. Keshav Jadhav, ADC, Smt. Rekha Nair, Assistant, Sh. Ravindra Kumar, UDC and Sh. Rajesh Kumar, UDC also attended for assistance and smooth functioning of the meeting.

The Chairperson welcomed all the members present and thereafter agenda of the meeting was taken up.

Agenda Item No. 1: Confirmation of the Minutes of the 45th Meeting held on 26.06.2021

The Minutes of the meeting held on 26.06.2021 were approved with consensus.

Agenda Item No. 2: Proposal for Generic issues.

Decision: The Authority Noted that no Agenda was received from the Trade members.

Agenda Item No 3 (A) : MIDC - MOU & Presentation

- A. Proposal for execution of MoU with SEEPZ SEZ and MIDC.
- B. Block Estimate for all SDF /G&J buildings/SEEPZ Staff Colony.
- C. Presentation by Dy. D.C on Cleaning, Repair & Maintenance Work Sector wise
- D. Presentation By MIDC

Decision:- (A) &(D) After deliberation, Authority noted the detailed presentation given by the MIDC on their functioning and activities carried out in Maharashtra and within the SEEPZ Zone and also took on record the draft Memorandum of Understanding submitted by them for vetting.

Decision:- (B) & (C) After deliberation, Authority noted the presentation given by the Dy. D.C on the Block wise condition of each bldg., required for urgent repair and maintenance work along with estimate given by the Engineer of Authority and the Authority was of the view that the repair and maintenance work needs to be carried out on urgent basis since the all Buildings and Residential complex of SEEPZ are in very poor condition, with priority to safety of all employees and residents after due identification of the agency for works.

Agenda Item No 3 (B) : CPWD Reg- One stop service for all Capital/Minor works by CPWD.

Dy. D.C briefed the Authority about steps taken by this office with CPWD

Decision :- After deliberation, Authority noted the step taken by SEEPZ Authority for One stop service for all Capital /minor works by CPWD; however it was decided to await formal proposal from CPWD to arrive at a decision.

Agenda Item No 3 (C) : NFCD reg- Appraisal of submission of legal rejoinder in the appropriate forum in order to place on record the fact of necessity of undertaking the contingency work of structural repair and water proofing and urgent civil work for th Govt. leased buildings known as SDF 1 to 6 and the Buildings known as G&J Complex I to III, through MIDC being the Special Planning Authority.

Decision :- After deliberation, Authority noted the Appraisal of submission of legal rejoinder in the appropriate forum in order to place on record the fact of necessity of undertaking the contingency work of structural repair and water proofing and urgent civil work for th Govt. leased buildings known as SDF 1 to 6 and the Buildings known as G&J Complex I to III, either through MIDC being the Special Planning Authority or through CPWD on finalization of decision thereof.

Agenda Item No. 3 (D) : Utilities- Brief by DDC/Jt. DC

- It was intimated to the SEZ Authority that a detailed brief on the utilities and maintenance shall be submitted during the dedicated budget session tentatively slated for 11th August, 2021.

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Agenda Items No. 4 : Matters related to Units in SEZ, Allotments, etc (Rule 8 (viii), Rule 8 (ix), rule 8 (x), rule 8 (xi) rule 8 (xii), rule 8 (xiv)

-NIL

Agenda Items No. 5 : Accounts Financial Statement Related (rule 6 (1) (ii), Rule 6(1) (iii), Rule 6 (1) (iv), Rule 6 (1) (v), Chapter VI- Accounts, returns and Statements of the Authority and Schedule II and Schedule III

- A. Budget Manual
- B. Budget – Annual Financial Statement 2021-22 as Annexure -B
- C. Draft notification for Standard operating procedure for financial expenditure form SEZ Authority Fund.
- D. Draft notification for Standard operating procedure for work undertaken from SEZ Authority Fund.

Annual budget for the year 2021-22 prepared by Chartered Accountant appointed by Authority was placed before the Authority for information & approval.

The SEEPZ Authority Administration conveyed that the Budget Manual and Annual Financial Statement for 2021-22 will be taken up in separate Authority meeting which will be held on second week of August 2021, tentatively on the 11th August, 2021.

Decision :- After deliberation the Authority Noted the Draft SOP submitted by the SEEPZ Authority for (a) Standard Operating Procedure for work undertaken from SEZ Authority Fund and (b) Draft notification for Standard operating procedure for work undertaken from SEZ Authority Fund.

Agenda Items No. 6 : Related to Officers and Employees of the Authority & Human Resource – Chapter IV – Rule 9 to rule 11

- A. Proposal for Hiring of Security Consultant.
- B. Proposal for Hiring Executive under Authority for SEEPZ SEZ

Decision:- (A) - After deliberation the Authority approved the proposal of SEEPZ Authority for hiring of Security Consultant.

(B) - After deliberation the Authority approved the proposal of hiring of (a) Executive (Jr. Electrical Engineer), (b) Executive (Jr. Electrical Engineer), (c) Executive (HR), (d) Executive(Finance), (e) Executive (Econometrics), (f) Consultant(Hindi).

Agenda Items No. 7 : Health, Welfare and Insurance Measure – Rule 6 (3)

Proposal for formation of COVID Vaccination center in SEEPZ SEZ Zone.

Decision :- After deliberation the Authority noted the steps taken by the SEEPZ Authority and also approved that the proposal for formation of COVID-19 vaccination Center should be forwarded to MCGM along with MOU between SEEPZ Administration and Holy Spirit Hospital and all the requisite amenities and protocol.

Agenda Items No.8 : Matters related to Security – Rule 8 (xiii)

- A. Proposal for execution of MoU with SEEPZ SEZ and Bharat Diamond Bourse.
- B. Proposal for procurement of 42 Nos. Led Light Fixtures for High Mast.

The representative of the Bharat Diamond Bourse made presentation on their functioning and also briefed about the inspection carried out by them of SEEPZ Campus on 09.07.2021.

Decision: (A) After deliberation the Authority noted the presentation made by Bharat Diamond Bourse and the Draft MOU submitted by them for vetting for taking them on board as strategic advisor on security issues and other utilities management assistance.

(B) After deliberation the Authority approved the proposal of the SEEPZ authority for purchase of the 42 Nos. LED fixtures each of 200W at the approximate cost of Rs.2,94,000/- under the Authority funds.

Agenda Items No. 9 : Legal matters related agendas (Rule 8 (vi), rule 8(vii) –

- NIL -

Agenda Items No. 10 : Matters relating to Utilities and Services other than IT and E-Governance related

- NIL -

Agenda Items No. 11 : Matters related to IT applications and E- Governance related

A. IIT Confirmation - Proposal for PMC role by IIT, Guwahati for computerization and leveraging IT based solution in SEEPZ SEZ.

B. Hardware - Proposal for Hardware and software requirement by IT section to be procured from GeM and other platform (for those which are not available on GeM)

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C. Proposal for 100% advance payment of E-office.

Decision:- (A) After deliberation the Authority approved the proposal for PMC role by IIT , Guwahati for computerisation and leveraging IT based solutions in SEEPZ, Mumbai.

(B) After deliberation the Authority approved the proposal for purchase of the following items through GeM and other platform (for those which are not available on GeM).

Sr. No.	Item Name	GeM Description	Qty	Unit Rate	Estimated Total Amount
1	Digi-Class System hardware,	Not Available on GeM- Repair and Renovation of Conference Hall	1	8,00,000	8,00,000.00
2	Laptops for Management (Office Staff)	Lenovo Thinkpad E14	10	40,000	4,00,000.00
3	MFM Photocopier Machine (Colour + Black and White)	Canon MFM IR 1643i	1	89,000	89,000.00
4	15 Work Stations	HP i3, 10Gen WorkStation	15	39,999.99	5,99,99.85
5	15 Web Camera	Logitech Web Cam	15	2403	36,045.00
6	15 USB Speakers	Frontech SW 0040	15	348	5,220.00
7	5 LaserJet Pro Printer	Brother A4	5	13800	69,000.00
8	Flat-Bed cum Feeder Scanner	Avision Flatbed cum Feeder	1	27359.09	27,359.09
9	15 Keyboard + mouse	Dell Combo Keyboard + Mouse	15	729.94	10,949.10
10	1000 MBPS Hub Switches.	Dlink 8 Port	5	3743	18,715.00
11	Collaborative Interactive Display for signage and scheduling	Not Available on GeM	1	50,000	50,000.00
12	Microsoft Teams Subscription	For 1 Year	12 Months	660	7,920.00
Total					15,14,208.19

(C) After deliberation the Authority approved the proposal of the SEEPZ authority for making the 100% advance payment to NICSI to implement the e-office and to deploy their officials.

Agenda Items No. 12 : Monthly report to SEZ Authority and Annual report including Statistical analysis report - related to Schedule IV.

Comparative Export Performance for financial year 2019-20, 2020-21 & 2021-22 on Cumulative Basis As Annexure-C.

Decision :- After deliberation the Authority noted the Export performance of the Zone.

Agenda Items No.13 : Administration related matters

- A. Proposal for hiring of services of vehicle for official use.
- B. Proposal for increase imprest/advance cash of Rs. 1,00,000/- for immediate usage for urgent work.

Decision : (A) After deliberation the Authority approved the proposal for hiring of vehicles for the authority work as per details below :

1. One vehicle for general pool for supervising and monitoring the various activities in M&R works and utilities.
2. One dedicated vehicle for DDC, SEEPZ for visiting the zone and any other official work outside zone.
3. One vehicle for monitoring and supervision of security operation in the Zone.
4. One Luxury vehicle 'on need basis' for short term hire not exceeding 5 working days at a time required for visit of dignitaries in the Zone which shall be on similar methodology as Reserve Bank of India.

(B) After deliberation the Authority approved the proposal for increase the imprest/advance cash from Rs.30,000/- to Rs.1,00,000/- granted to Estate Manager for immediate usage for urgent work for the period till 31st March 2022 as urgent maintenance and repair works will have to be undertaken and completed during the period from August 2021 till March 2022 and subsequently from 01st April 2022 the cash imprest amount shall be restricted to Rs.30,000/- only.

Agenda Items No. 14 : Miscellaneous

- A. Proposal for extension of existing contract for Cleaning Contract/ AMC for Water Purifier Machines/ Annual Maintenance and Operation of STP in SEEPZ SEZ / AMC for Tree Cutting & Watering and maintenance of potted plants.

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- B. Proposal for payment to M/s. NCCF for supply of material on urgent basis.
- C. Proposal for extension of existing contract for Goods and Passenger lifts installed at all SDF's & G & J Bldg.
- D. Proposal for extension of AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same.
- E. Proposal for extension of AMC for Day to Day Maintenance Contract (Day to Day Civil/Electrical/Plumbing/Carpentry/Painting work) for all the buildings @ SEEPZ premises as well as SEEPZ Staff Colony .
- F. Proposal for payment to M/s. Aditya Enterprises for Supply of Services (by providing skilled labourers with supervision) for fixing the tarpaulin sheet at SDF Buildings/ G&J Buildings and at SEEPZ Staff Colony in SEEPZ SEZ.
- G. Proposal for hiring 100Mbps Internet Leased Line Connection through GeM Portal.

Decision : (A) **After deliberation the Authority approved the proposal for extension of following contract for the following contracts up to 30.09.2021.**

1. AMC contract for Cleaning/Housekeeping.
2. AMC of Water Purifier Machines
3. Annual Maintenance & Operation of STP in SEEPZ SEZ - M/s. AR Envirotec.
4. Tender for Tree Cutting and watering and maintenance of potted plants along median in SEEPZ Campus as well as SEEPZ Residential Complex.

It was informed to the SEZ Authority that all the Tenders to be floated afresh are under formulation stage and shall necessitate 45 days to finalize hence the extension till 30th September 2021 was sought.

(B) **After deliberation the Authority approved the proposal for payment of Rs. 92,550/- to M/s National Co-op Consumers Federation of India Ltd, Mumbai for supply of material on urgent basis for repair of Q.No. C-3 , SEEPZ Residential Complex.**

(C) **After deliberation the Authority approved the proposal for extension of existing contract for AMC for Goods and Passenger lifts installed at SDF -I to SDF-VI and G&J Complex- II to III in SEEPZ SEZ premises of M/s. Jay Bhagwan Elevators Co., for a period i.e upto 30.09.2021.**

(D) **After deliberation the Authority approved the proposal for extension of AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same to M/s. Prime Toll & Recoveries Pvt. Ltd., for further period i.e upto 30.09.2021.**

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(E) After deliberation the Authority approved the proposal for extension of AMC for Day to Day Maintenance (Day to Day Civil/Electrical/ Plumbing/ Carpentry/ Painting work) for all the buildings @ SEEPZ premises as well as SEEPZ Staff Colony to M/s. Bohra Enterprises for further period till 30th September, 2021.

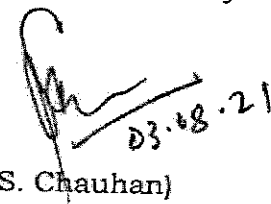
(F) After deliberation the Authority approved the proposal for payment of Rs. 13,36,987.40/- to M/s. Aditya Enterprises for Supply of Services (by providing skilled labourers with supervision) for fixing the tarpaulin sheet at SDF Buildings/ G&J Buildings and at SEEPZ Staff Colony in SEEPZ SEZ.

It was submitted to the SEZ Authority that from 2022 year onwards ad-hoc purchase of Tarpaulin shall be avoided and steps taken for permanent waterproofing of the structures.

(G) After deliberation the Authority approved the proposal to award the contract to M/s. Ishan Netsol Pvt. Ltd. Amounting to Rs. 3,50,460/- for 100Mbps Internet Leased Line Connection through GeM Portal.

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

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

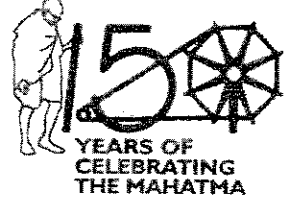


(C.P.S. Chauhan)
Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority



सीपज़ विशेष आर्थिक क्षेत्र प्राधिकरण
सीपज़ सेवा-केन्द्र भवन, सीपज़-विआक्षे
अंधेरी (पूर्व), मुंबई - 400 096.

SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
SEEPZ SERVICE CENTRE BUILDING, SEEPZ SEZ.
ANDHERI (E), MUMBAI - 400 096.



F.No.SEEPZ-SEZ/EST/AM/26/2016-17/VOL-II/13538

Date: - 13.08.2021

CORRIGENDUM

In partial modification in the minutes of the 46th Authority Minutes held on 27.07.2021, the decision of the agenda item no. 6(B) may be read as follows:

FOR:-

Decision of Agenda Item No. 6 (B):

Decision: - (A) - After deliberation the Authority approved the proposal of SEEPZ Authority for hiring of Security Consultant.

(B) - After deliberation the Authority approved the proposal of hiring (a) Executive (Jr. Electrical Engineer), (b) Executive (Jr. Electrical Engineer), (c) Executive (HR), (d) Executive (Finance), (e) Executive (Econometrics), (f) Consultant (Hindi).

READ AS:-

Decision of Agenda Item No. 6 (B):

Decision: - (A) - After deliberation the Authority approved the proposal of SEEPZ Authority for hiring of Security Consultant.

(B) - After deliberation the Authority approved the proposal of hiring (a) 1 Executive (Jr. Electrical Engineer), **(b) 2 Executive (Jr. Civil Engineer)**, (c) 1 Executive (HR), (d) 1 Executive (Finance), (e) 1 Executive (Econometrics), (f) 1 Consultant (Hindi).

This issues with the approval of the Competent Authority.

(C.P.S. Chauhan)

Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority

अध्यक्ष Chairperson 28290856

सचिव Secretary 28294772

प्रबंधक (संपदा) Manager (Estate) 28294774

फैक्स / Fax : 28291385 / 28291754

ई-मेल / E-mail : dcseepz-mah@nic.in

वेबसाइट / Website : www.seepz.gov.in

सीपज़ विशेष आर्थिक क्षेत्र प्राधिकरण के बढ़ते कदम - राजभाषा के संग

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

AGENDA ITEM NO. 04

A) Proposal:

Proposal for updated status of allotment of Space in SDF-VIII, SEEPZ-SEZ.

B) Relevant provision of SEZ Act, 2005 & Rules:

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

C) Other information:

- Empowered Committee under ASIDE Scheme, Ministry of Commerce & Industry had approved the project i.e. Construction of New Standard Design Factory (SDF) Tower in SEEPZ-SEZ near Plot No.A-1, with a total cost of Rs.23.40 Crores and contribution of Govt. of India under ASIDE Scheme of Rs.19.89 Crores vide communication letter No.13/12/2006 (SC) dated 01.02.2011.
- MIDC commenced the construction of SDF-VIII in Nov. 2014 for the total built up area of 10264.98 sq.mtr.
- The Change in the projected design from RCC to pre-engineered fabricated building had incurred an additional cost burden which SEEPZ Administration had to bear was to the tune of Rs.28.05 crores [Rs.51.45 (-) Rs.23.40]. It is also stated that the existing estimate of Rs.23.40 crores of the RCC Structure building could have been suitable for Gems & Jewellery building and now after completion of the building it can only be allotted to Electronics Hardware (Manufacturing).
- On Construction of the building into pre-fabricated and MIDC's information that the building can be allotted to only Electronic Hardware units, advertisement was floated on 09.05.2017 inviting applications for setting up of projects in the said building.
- Applications thus received were examined based on the criteria indicated in the said circulate dated 09.05.2017 and the Committee issued provisional allotment letters to all the applicants on 05.07.2017 subject to approval of the project by the Unit Approval Committee and on receipt of the BCC/Fire NOC/Occupancy Certificate from MIDC.

- ➡ All the proposals were placed in the 115th Unit Approval Committee Meeting held on 11.07.2017 and the Committee approved and granted LOA to all the Units.
- ➡ In the next Unit Approval Committee Meeting held on 18.08.2017, the Committee held the view to examine the projects, its projected export, investment, financial details etc. and also directed Specified Officer to examine the Rules/Provisions in respect of Jewellery units who were allotted LOA in the said building.
- ➡ MIDC, vide its communication dated 23.11.2017, received in this office on 27.12.2017, had submitted the Building Completion Certificate, Occupation Certificate, Drainage Completion Certificate, Structural Stability Certificate, NOC from Fire Officer dated 23.11.2017 indicating the following provisions/facilities provided in the said building:
 - ❖ Load factor is considered 700 kg/sq.mtr. (65 kg/sq.ft.)
 - ❖ 2 Nos. of passenger lift and 1 service elevator (goods lift).
 - ❖ Full-fledged fire-fighting systems consisting of fire hydrant, wet risers, fire detection systems, public address systems and CCTV cameras.
 - ❖ One diesel-set of 1010 KVA/808 KW provided at the basement.
 - ❖ 28 Nos. double stack parking for 56 car parking provided at basement.
- ➡ However, in the discussions, MIDC conveyed that the building is pre-engineering fabricated structure and has the load factor of 700 kg/sq.mtr. (654 kg/sq.ft.) and the original design layout is specified for Electronics hardware Manufacturing Units and cannot be allotted to Gems & Jewellery Units who use Refinery, Scrubber, Casting burnout furnace, casting machine, dust collector, etc.
- ➡ MIDC, vide their letter dated 21.12.2017, received in this office on 26.12.2017, had alongwith the copy of the Structural Feasibility report prepared by their Consultant's technical body viz. Dr. K.D. Desai of Guru Gobind Singh College of Eng. & Research Centre, Nasik mentioning that the present newly constructed Tower Building would not be feasible for allotment to the Units to Gems & Jewellery Sector. Therefore, the SEEPZ Administration, vide letter dated 27.12.2017, requested MIDC to clarify the same and submit the detailed report regarding options and how it can be utilized for all the categories of Industries including gems and jewellery sector as more demand exit in this sector with high employment potential.

➔ MIDC, in its communication dated 02.01.2018, submitted their reply reiterating that the Tower is a pre-engineering building structure for the use of reiterating that the Tower is a pre-engineering building structure for the use of hardware manufacturing units, other than Gems & Jewellery Units. The observations in the letter dated 02.01.2018 of MIDC are indicated as below:

- ❖ Load bearing capacity requirement for bearing the load due to additional load weight of strong room which is mandatory for insurance requirement as per authorized guidelines for strong room.
- ❖ Requirement of pollution free environment policies of Govt. of Maharashtra in respect of jewellery manufacturing units.
- ❖ Hazards chemical fumes from casting burning furnace and refinery furnace need to be removed from jewellery manufacturing units for maintain the clean and healthy space as per OSHA standards and ISO 9000 requirement.
- ❖ Acidic fumes from aqua-regia process for recovery of gold from production process dust.
- ❖ Existence of vibrations caused due to scrubber for removal of chemical fumes.
- ❖ Other miscellaneous flashing and acid boiling machines in jewellery units.
- ❖ The building is designed not to have any scrubbers or compressor machinery.

➔ In view of the above fact/reasoning, MIDC informed that this tower cannot be used for Gems & Jewellery Units. However, the said feasibility report received, with MIDC's letter dated 21.12.2017, had given the following 3 options possible for use of the said building for Jewellery Manufactures:

- Option - 1: For expansion of jewellery manufactures without refinery scrubber, casting, burnout furnace and casting machinery in tower building, re-designing tower area for accommodating the strong room as the strong room requires extra strengthening of structure at particular limited area (because demand from jewellery sector is more as compared to IT/Hardware Sector in the Zone).
- Option - 2: Developing separate refinery and casting zone with parking plus till plus three floors over carpet area 1818 sq.mtr. with the probable cost would be Rs.32350/- per sq.mtr. and development of new R-C Zone will be 200 mtrs. away from tower building.
- Option - 3: Only allotting the galas (units) in these tower building to non jewellery manufacturing unit like ITES/Electronic hardware.

➔ All the aspects were re-examined and a confidential report was sent to Ministry on 08.03.2018. Ministry on detailed examination vide letter dated 21.03.2018 directed to cancel all the allotments.

- ➔ Some of the applicants preferred appeal before the Board of Approval to set aside the impugned order of cancellation of allotment letters and cancellation of LOA. BOA, in its meeting held on 05.10.18, conveyed the following :
 - Conditions of provisional allotment clearly indicates that final allotment and possession will be granted on approval of project by UAC and on receipt of BCC/OCC from MIDC. Since feasibility report did not find the building appropriate for G&J units, provisional LOAs were cancelled.
 - CRA (Customs Receipt Audit) in their audit had opined that earlier UAC dt. 11.07.2017 did not scrutinize all mandatory norms in depth and issued provisional LOA in hasty way.
 - As regards the allotment of SDF Tower I & II constructed for locating Electronics initially and subsequently allotted to G&J units without any structural change, those SDF buildings were constructed by MIDC on RCC structure and hence were found suitable for G&J units. However pre-fabricated engineering design constructed for SDF-VIII building is not meant for G&J units.
 - Board was of the view that SEZ units are envisaged to undertake their business with full functionality. Partial functionality of units due to restrictions of structure of the building cannot be allowed and hence rejected the appeals.
- ➔ Since allotments were cancelled, one applicant moved to High Court, Bombay , challenging the cancellation of allotment. However, no interim order was passed by the Hon'ble Court and the Petitioner has withdrawn the petition.
- ➔ Trade/Stakeholders were short of spaces and had requested to allot vacant/surrendered spaces to deserving entrepreneurs so that the SEEPZ-SEZ can earn more foreign exchange, boost exports and generate employment. Accordingly, Ministry was apprised about the same.
- ➔ SEEPZ Authority, vide letter dated 02.12.2019, requested Ministry that based on the feasibility report, option 2 may be appropriate and allotment can be made to those gems & jewellery units who do not require Refinery, compressor, scrubber and can get these processes done under Inter-unit transfer as per the SEZ Act and Rules 2006. Also, the said facility can be created outside the building. Ministry was also requested to permit to allot the units for optimum utilization of vacant space and to meet the growing demand of the jewellery units for contributing the overall growth of the zone, employment generation and earning of foreign exchange.

- ➡ As per Ministry's directions in their letter dated 22.01.2020, SEEPZ Authority vide letter dated 13.07.2020, had updated the current status of SDF-VIII, pending litigation, feasibility for the proposed units and the criteria to be followed for fresh allotment.
- ➡ In reply to MOC&I's directions contained in letter dated 24.08.2020, conveying that the proposals for allotment of SDF-VIII to be placed before the BOA and clarification on feasibility of common facility centre, space availability and the ownership and operational details, SEEPZ Authority had conveyed on 21.12.2020 that space has been identified for common facility centre and operationalization. Ministry was also apprised that till the time the construction and operationalization is finalized, space may be allotted to entrepreneurs of all sectors who can operate without facility of refinery, scrubber and compressor, on approval of the BOA.

In view of the above explained facts and Ministry's letter dated 22.01.2021 conveying that the building can be taken over from MIDC for which approval of DoC is not required and also to furnish a clear common Facility Centre is being discussed with stakeholders for construction and operationalization and would take some time, hence till then the space in SDF-VIII can be put to use for Electronic Hardware Manufacturers by floating the advertisement and defining the relevant parameters as is being followed presently.

Additionally, the SEEPZ-SEZ Authority is in the process of taking over the said building after completing due procedure and final joint inspection alongwith MIDC officials.

This office vide letter dated 07.07.2021 has requested to MOC&I to grant in-principle approval to initiate process of allotment of space in SDF-VIII, presently for electronic hardware manufacturing units only citing all the parameters of the existing building and subject to final approval by MOC/BOA.

Further vide Minutes of BOA meeting held on 29.07.2021, the Board noted that the earlier observations of the BOA were in light of the appeals filed by the G&J units which were rejected by the Board. As consideration of proposals for setting up of unit in SEZ in terms of Rule 18 of the SEZ Rules and allotment of space to a unit falls within the purview of the UAC, the Board decided to remand the matter to UAC.

D) Recommendation:

The proposal for updated status of allotment of Space in SDF-VIII is placed before the Authority for perusal.

Item No. 105.10(i)

K-43014(22)/9/2021-SEZ
Government of India
Ministry of Commerce & Industry
Department of Commerce
(SEZ Section)

Udyog Bhawan, New Delhi
Dated the 5th August, 2021

To

The Development Commissioner
SEEPZ Special Economic Zone
Mumbai.

JDC

13/08/21

10/8

AC/PRK

UOC/Rave

Subject: - Proposal for grant of in-principle approval to initiate the process of allotment of space in SDF-VIII in SEEPZ SEZ – reg.

Sir,

I am directed to refer your letter No. SEEPZ-SEZ/EMS/AOS/24/2017-18/Vol-IV/11253 dated 7th July, 2021 on the subject cited above and to say that the request was considered in the meeting of the Board of Approval held on 29th July, 2021. The Board noted that the earlier observations of the BoA were in light of the appeals filed by the G&J units which were rejected by the Board. As consideration of proposals for setting up of unit in SEZ in terms of Rule 18 of the SEZ Rules and allotment of space to a unit falls within the purview of the UAC, the Board decided to remand the matter to UAC.

2. DC, SEEPZ may kindly take necessary action accordingly.

Yours faithfully,

AP Sinha

(Ashish Prakash Sinha)

Under Secretary to the Government of India

Tel: 2306 2496

Email: ashishprakash.sinha@nic.in

Copy to:

1. Central Board of Excise and Customs, Member (Customs), Department of Revenue, North Block, New Delhi.
2. Central Board of Direct Taxes, Member (IT), Department of Revenue, North Block, New Delhi.



Email

Ravindra Kumar

Fwd: Minutes of the 105th meeting of the BoA for SEZs held on 29.07.2021

From : Joint Development Commissioner <jdcseepz-mah@nic.in>

Tue, Aug 03, 2021 04:58 PM

📎 1 attachment

Subject : Fwd: Minutes of the 105th meeting of the BoA for SEZs held on 29.07.2021

To : Raju kumar <r.kumarsingh@gov.in>, KESHAVSADASHIVRAOJADHAV MAH <keshav.jadhav@nic.in>, Pravin Chandra <jdcpc-mah@gov.in>, muralinair01@yahoo.com

Cc : RS Nair UDC <r.nair@nic.in>, Rajesh Kumar <rajesh.kumar12@nic.in>, Ravindra Kumar <r.kumar74@gov.in>

For necessary actions in terms of the agendas pertaining to this zone.

Regards,

C.P.S. Chauhan
Joint Development Commissioner
SEEPZ SEZ.

From: "EPZ EPZ" <moc_epz@nic.in>

To: "secy-ipp" <secy-ipp@nic.in>, "Shri Anoop Kumar Menditratta" <secylaw-dla@nic.in>, "Office of Secretary Ports Shipping and Waterways" <secyship@nic.in>, "Amar Nath" <amar.nath94@nic.in>, "catish" <catish@ias.nic.in>, "Prof Ashutosh Sharma" <dstsec@nic.in>, "AS&DC" <dcmsme@nic.in>, "Ajay Sawhney" <secretary@meity.gov.in>, "Secretary LD" <secyoffice-ld@gov.in>, "Office of Secretary (C&PC)" <sec.cpc@nic.in>, "DGFT DGFT" <dgft@nic.in>, psindustryhry@gmail.com, ipcharyana@yahoo.com, "Sunil Kumar Barnwal" <js-is2@mha.gov.in>, defsecy-mha@gov.in, "Dharmendra Kumar Gupta" <gupta.dharmendra@gov.in>, "Geeta Menon" <menong@cag.gov.in>, "Secretary DBT" <secy@dbt.nic.in>, "SANJAY BHATTACHARYYA" <secycpv@mea.gov.in>, "Mr DURGA MISHRA" <secyurban@nic.in>

Cc: dc@csez.gov.in, bkpanda@gmail.com, "FALTA SPECIAL ECONOMIC ZONE" <fsez@nic.in>, zonaldckandla@gmail.com, "Amiya Chandra" <dc.kasez-gj@gov.in>, "Satyadeep Mahapatra" <jdc.kasez-gj@gov.in>, "Dipak Zala" <ddc.kasez-gj@gov.in>, "DC VSEZ" <devcomm.vsez@gov.in>, adcpvsez@gmail.com, vasantkiran@gmail.com, "Sunil Kumar Bansal" <sk.bansal@nic.in>, "Development Commissioner SEEPZ Special Economic Zone" <dcseepz-mah@nic.in>, "Joint Development Commissioner" <jdcseepz-mah@nic.in>, "Pravin Chandra" <jdcpc-mah@gov.in>, dc@nsez.gov.in, jdc@nsez.gov.in, ddcng@nsez.gov.in, ddcrjesh@nsez.gov.in, "Development Commissioner MEPZ" <dc@mepz.gov.in>, "Joint Development Commissioner MEPZ" <jdc@mepz.gov.in>, dc1suratsez@yahoo.in, "dcsez dahej" <dcsez_dahej@yahoo.com>, "mihan sez" <mihan_sez@hotmail.com>, "Development Commissioner" <dc-mihansez@gov.in>

dcsricitysez@gmail.com, devcommapsez@yahoo.com, dcmsez@yahoo.com, "amiya.chandra" <amiya.chandra@nic.in>, "sez indore" <sez_indore@yahoo.co.in>, "DC Indore" <dcisezind-mp@gov.in>, riljamsez@gmail.com, "Senthil Nathan S" <senthil.nathan@gov.in>, "Sumit Sachan" <sumit.sachan@nic.in>, "ASHISH PRAKASH SINHA" <ashishprakash.sinha@nic.in>

Sent: Tuesday, August 3, 2021 11:40:57 AM

Subject: Minutes of the 105th meeting of the BoA for SEZs held on 29.07.2021

Sir/Madam,

Please find Minutes of the 105th meeting of the BoA for SEZs held on 29.07.2021.

Warm regards

Ruchika Bhatt Chaudhuri
SO/SEZ
Department of Commerce
Tel: 23062261/498 & 641
Fax: 23063418
Email: moc_epz@nic.in

 **105th BoA Minutes SEZ.pdf**

7 MB

No. K-43014(22)/9/2021-SEZ
Government of India
Ministry of Commerce and Industry
Department of Commerce
(SEZ Section)

Udyog Bhawan, New Delhi
Dated the 3rd August, 2021

OFFICE MEMORANDUM

Subject: Minutes of the 105th Meeting of the Board of Approval (BoA) for Special Economic Zones (SEZs) held on 29th July, 2021 at 4.00 P.M -reg.

Please find enclosed herewith Minutes of the 105th meeting of the Board of Approval for SEZs held on 29th July, 2021 under the Chairmanship of Shri B.V.R. Subrahmanyam, Secretary, Department of Commerce for information and necessary action.

2. The Development Commissioners are requested to kindly take necessary action on the directions of BoA requiring follow up action on their part.

Ashish Kumar Sinha

(Ashish Kumar Sinha)

Under Secretary to the Government of India

Tel: 2306.2496

Email: ashishprakash.sinha@nic.in

To

1. Central Board of Excise and Customs, Member (Customs), Department of Revenue, North Block, New Delhi. (Fax: 23092628).
2. Central Board of Direct Taxes, Member (IT), Department of Revenue, North Block, New Delhi. (Telefax: 23092107).
3. Joint Secretary, Ministry of Finance, Department of Financial Services, Banking Division, Jeevan Deep Building, New Delhi (Fax: 23344462/23366797).
4. Shri Anil Agarwal, Additional Secretary, Department of Promotion of Industry and Internal Trade (DPIIT), Udyog Bhawan, New Delhi.
5. Joint Secretary, Ministry of Shipping, Transport Bhawan, New Delhi.
6. Joint Secretary (E), Ministry of Petroleum and Natural Gas, Shastri Bhawan, New Delhi.
7. Joint Secretary, Ministry of Agriculture, Plant Protection, Krishi Bhawan, New Delhi.
8. Ministry of Science and Technology, Sc 'G' & Head (TDT), Technology Bhavan, Mehrauli Road, New Delhi. (Telefax: 26862512)
9. Joint Secretary, Department of Biotechnology, Ministry of Science and Technology, 7th Floor, Block 2, CGO Complex, Lodhi Road, New Delhi - 110 003.
10. Additional Secretary and Development Commissioner (Micro, Small and Medium Enterprises Scale Industry), Room No. 701, Nirman Bhavan, New Delhi (Fax: 23062315).
11. Secretary, Department of Electronics & Information Technology, Electronics Niketan, 6, CGO Complex, New Delhi. (Fax: 24363101)
12. Joint Secretary (IS-I), Ministry of Home Affairs, North Block, New Delhi (Fax: 23092569)
13. Joint Secretary (C&W), Ministry of Defence, Fax: 23015444, South Block, New Delhi.
14. Joint Secretary, Ministry of Environment and Forests, Pariyavaran Bhavan, CGO Complex, New Delhi - 110003 (Fax: 24363577)

15. Joint Secretary & Legislative Counsel, Legislative Department, M/o Law & Justice, A-Wing, ShastriBhavan, New Delhi. (Tel: 23387095).
16. Department of Legal Affairs (Shri Hemant Kumar, Assistant Legal Adviser), M/o Law & Justice, New Delhi.
17. Secretary, Department of Chemicals & Petrochemicals, ShastriBhawan, New Delhi
18. Joint Secretary, Ministry of Overseas Indian Affairs, Akbar Bhawan, Chanakyapuri, New Delhi. (Fax: 24674140)
19. Chief Planner, Department of Urban Affairs, Town Country Planning Organisation, VikasBhavan (E-Block), I.P. Estate, New Delhi. (Fax: 23073678/23379197)
20. Director General, Director General of Foreign Trade, Department of Commerce, UdyogBhavan, New Delhi.
21. Director General, Export Promotion Council for EOUs/SEZs, 8G, 8th Floor, Hansalaya Building, 15, Barakhamba Road, New Delhi - 110 001 (Fax: 223329770)
22. Dr. Rupa Chanda, Professor, Indian Institute of Management, Bangalore, Bennerghata Road, Bangalore, Karnataka
23. Development Commissioner, Noida Special Economic Zone, Noida.
24. Development Commissioner, Kandla Special Economic Zone, Gandhidham.
25. Development Commissioner, Falta Special Economic Zone, Kolkata.
26. Development Commissioner, SEEPZ Special Economic Zone, Mumbai.
27. Development Commissioner, Madras Special Economic Zone, Chennai
28. Development Commissioner, Visakhapatnam Special Economic Zone, Visakhapatnam
29. Development Commissioner, Cochin Special Economic Zone, Cochin.
30. Development Commissioner, Indore Special Economic Zone, Indore.
31. Development Commissioner, Mundra Special Economic Zone, 4th Floor, C Wing, Port Users Building, Mundra (Kutch) Gujarat.
32. Development Commissioner, Dahej Special Economic Zone, Fadia Chambers, Ashram Road, Ahmedabad, Gujarat
33. Development Commissioner, Navi Mumbai Special Economic Zone, SEEPZ Service Center, Central Road, Andheri (East), Mumbai - 400 096
34. Development Commissioner, Sterling Special Economic Zone, Sandesara Estate, AtladraPadra Road, Vadodara - 390012
35. Development Commissioner, Andhra Pradesh Special Economic Zone, UdyogBhawan, 9th Floor, Siripuram, Visakhapatnam - 3
36. Development Commissioner, Reliance Jamnagar Special Economic Zone, Jamnagar, Gujarat
37. Development Commissioner, Surat Special Economic Zone, Surat, Gujarat
38. Development Commissioner, Mihan Special Economic Zone, Nagpur, Maharashtra
39. Development Commissioner, Sricity Special Economic Zone, Andhra Pradesh
40. Development Commissioner, Mangalore Special Economic Zone, Mangalore.
41. Government of Andhra Pradesh, Principal Secretary and CIP, Industries and Commerce Department, A.P. Secretariat, Hyderabad - 500022. (Fax: 040-23452895).
42. Government of Telangana, Special Chief Secretary, Industries and Commerce Department, Telangana Secretariat Khairatabad, Hyderabad, Telangana.
43. Government of Karnataka, Principal Secretary, Commerce and Industry Department, VikasSaudha, Bangalore - 560001. (Fax: 080-22259870)
44. Government of Maharashtra, Principal Secretary (Industries), Energy and Labour Department, Mumbai - 400 032.
45. Government of Gujarat, Principal Secretary, Industries and Mines Department Sardar Patel Bhawan, Block No. 5, 3rd Floor, Gandhinagar - 382010 (Fax: 079-23250844).
46. Government of West Bengal, Principal Secretary, (Commerce and Industry), IP Branch (4th Floor), SEZ Section, 4, Abanindranath Tagore Sarani (Camac Street) Kolkata - 700 016
47. Government of Tamil Nadu, Principal Secretary (Industries), Fort St. George, Chennai - 600009 (Fax: 044-25370822).
48. Government of Kerala, Principal Secretary (Industries), Government Secretariat, Trivandrum - 695001 (Fax: 0471-2333017).

49. Government of Haryana, Financial Commissioner and Principal Secretary), Department of Industries, Haryana Civil Secretariat, Chandigarh (Fax: 0172-2740526).
50. Government of Rajasthan, Principal Secretary (Industries), Secretariat Campus, Bhagwan Das Road, Jaipur – 302005 (0141-2227788).
51. Government of Uttar Pradesh, Principal Secretary, (Industries), Lal Bahadur Shastri Bhawan, Lucknow – 226001 (Fax: 0522-2238255).
52. Government of Punjab, Principal Secretary Department of Industry & Commerce UdyogBhawan), Sector -17, Chandigarh- 160017.
53. Government of Puducherry, Secretary, Department of Industries, Chief Secretariat, Puducherry.
54. Government of Odisha, Principal Secretary (Industries), Odisha Secretariat, Bhubaneshwar – 751001 (Fax: 0671-536819/2406299).
55. Government of Madhya Pradesh, Chief Secretary, (Commerce and Industry), VallabhBhavan, Bhopal (Fax: 0755-2559974)
56. Government of Uttarakhand, Principal Secretary, (Industries), No. 4, Subhash Road, Secretariat, Dehradun, Uttarakhand
57. Government of Jharkhand (Secretary), Department of Industries Nepal House, Doranda, Ranchi – 834002.
58. Union Territory of Daman and Diu and Dadra Nagar Haveli, Secretary (Industries), Department of Industries, Secretariat, Moti Daman – 396220 (Fax: 0260-2230775).
59. Government of Nagaland, Principal Secretary, Department of Industries and Commerce), Kohima, Nagaland.
60. Government of Chattishgarh, Commissioner-cum-Secretary Industries, Directorate of Industries, LIC Building Campus, 2nd Floor, Pandri, Raipur, Chhattisgarh (Fax: 0771-2583651).

Copy to: PPS to CS / Consultant to AS (SK) / PPS to JS (AK) / PPS to DS (SNS).

105.9 Appeal (One appeal)

105.9(i) Appeal dated 29.06.2021 filed by M/s Indian Heritage Perfumers under Rule 55 of the SEZ Rules, 2006 against the decision of Approval Committee which had unanimously decided not to renew the LoA for 2nd block.

The Board noted that the appeal is time barred as per Rule 56 of the SEZ Rules, 2006. However, the Board decided to condone the delay and consider the case on merits. Accordingly, the Board heard the appellant.

The Board noted that the unit has made an export of Rs.70 lakhs in the past five year block and was NFE positive. The appellant informed that they have already invested approximately an amount of Rs. 1 crore and assured that the unit can revive within a period of one month and would generate employment for 8-15 persons. The unit has orders from Dubai and Jeddah and their stocks are ready. They shall commence export within a period of three months and are expecting to achieve an annual turnover of approx. Rs. 5 crore.

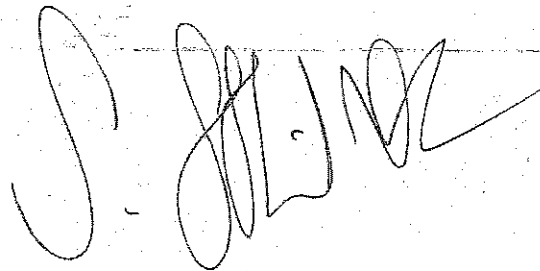
The Board, after deliberations, decided to allow the appeal and restore the LoA of the appellant.

Decision on Supplementary Agenda

105.10 Miscellaneous Cases (One proposal)

105.10 (i) Proposal for grant of in-principle approval to initiate the process of allotment of space in SDF-VIII in SEEPZ SEZ.

The Board noted that the earlier observations of the BoA were in light of the appeals filed by the G&J units which were rejected by the Board. As consideration of proposals for setting up of unit in SEZ in terms of Rule 18 of the SEZ Rules and allotment of space to a unit falls within the purview of the UAC, the Board decided to remand the matter to UAC.

A large, stylized handwritten signature in black ink, appearing to be 'S. J. W.' or similar, is written across the lower right portion of the page.

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

AGENDA ITEM NO. 06(A)

A) Proposal :-

- (a) Proposal for hiring Labour Consultant under Authority for SEEPZ-SEZ
- (b) Proposal for hiring of additional 13 DEOs and 1 Executive under Authority for SEEPZ-SEZ

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

Proposal for hiring Labour Consultant and additional 13 DEOs and 1 Executive under Authority for SEEPZ-SEZ and sanction under Authority Fund.

C) Relevant provisions of SEZ Act, 2005 & Rules, 2006/ Instruction/ Notification:

Rule 9 (4) of the Authority Rules 2009.

General information

- i) Further it is apprised that in 46th Authority meeting dated 27.07.2021 proposal for hiring outsourced staff as per details under has also approved as per details under with Expenditure required per year:-

- a) 1 Executive (Jr. Electrical Engineer) = Rs.4,80,000/-
- b) 2 Executive (Jr. Civil Engineer) = Rs.9,60,000/-
- c) 1 Executive (HR) = Rs.3,96,000/-
- d) 1 Executive (Finance) = Rs.3,96,000/-
- e) 1 Executive (Econometrics) = Rs.3,96,000/-
- f) 1 Consultant (Hindi) = Rs. 6,00,000/-

Sr. No.	Description	Total no.
1	Total DEO working in this office	39
2	Total DEO working in MoC&I, salary being paid by SEEPZ Administration	02
3	Total Executive working	11
6	Total Engineers working	02
OUTSOURCES STAFF BEING PAID THE SALARY FROM ADMIN		

Sr. No.	Description	Total no.	Cost (Remuneration) (per month)	Cost (Remuneration) (per year)	
7	Number of DEO being paid salary from Admin & Cost	16	3,63,726/-	43,64,712/-	
8	Number of Delhi DEO being paid salary from Admin & Cost	02	54,079/-	6,48,948/-	
	TOTAL Expenditure being paid by DC Office (Administration)		4,17,805/-	50,13,660/-	
OUTSOURCED STAFF BEING PAID THE SALARY FROM AUTHORITY					
Sr. No.	Description	Total no.	Cost (Remuneration) (per month)	Salary required to paid for 8 months	Budgeted (FY 2021-22)
9	Number of DEO being paid salary from Authority & Cost	19	4,11,183/-		Rs.72,20,037
10	Number of Executive being paid salary from Authority & Cost	06	2,01,580/-		Rs.3,46,500
	Total (Authority)		6,12,763/-	49,02,104	75, 66,537
11	Total no. of DEO from Developer payroll	04	Salary of said DEOs & Executives are paid by Developers.		
12	Total no. of Executive from Developer payroll	05			

Balance left after payment of existing outsourced staff – (72,20,037- 49,02,104)
= 2,664,433

Budget for hiring labour consultant – Rs. 3,20,000.00

Total Budget available: Rs. 2,984,433

(This for information please)

Subject for consideration :-

(a) Hiring of Labour Consultant:-

The SEEPZ-SEZ Authority held the view that many labour issues are received in this office and at present there is no labour consultant in this office. In this regard, it is required to hire the labour consultant in SEEPZ-SEZ Authority for smooth functioning of day to day work of this office.

(b) Hiring of additional 14 DEOs and 1 Executive:-

Requirement for additional DEOs & Executives (outsourced staff) has been assessed, the details of requirement of DEOs, Executives & Labour Consultant are mentioned below:

Subject	Required nos.	Expenditure required (08 months)
Required numbers of DEOs	13	22,50,685
Required numbers of Executive	01	2,64,000
Required numbers of Labour Consultant	01	4,00,000

Total required respective budget for 08 months:

Rs. 29,14,685

Total Budget available:

Rs. 2,984,433

Attention is also invited to Rule 9 (4) of the SEZ Authority Rules 2009 which stipulates that: "Authority may engage agencies or employees on contract/ outsourcing for discharge of its functions and the terms and conditions of such appointment shall be decided by the Authority and preference shall be given to outsource all works to the extend possible".

Further, it is apprised that total revenue for FY 2020-21 of SEZ Authority is Rs.6643.03 lakhs and as per chapter IV, para 9 (v) of special economic zone authority rules, 2009, the total expenditure in any financial year on salary, remuneration and other allowances of all employees of the Authority shall not exceed fifteen per cent of its own revenues of the previous financial year or as specified by the central Government from time to time in this regard. Accordingly, the proposed expenditure alongwith ongoing expenditures is within the stipulated provision of revenue and in conformity with cited provision under special economic zone authority rules, 2009.

D) Recommendation:

Approval for hiring of additional 14 DEOs, 1 Executive & Labour Consultant and sanction of the remuneration from Authority Fund is placed for consideration.

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

AGENDA ITEM NO. 06 (B)

A) Proposal :-

Proposal for hiring of Advertisement Consultant.

B) 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 :-

SEEPZ-SEZ is spread over an area of 110 acres. There are more than 300 Gems & Jewellery and IT units in SEEPZ-SEZ. The zone is located in one of most premium places of Mumbai. Therefore, there is a big opportunity for advertisement and making SEEPZ a brand. This in turn will enhance the SEEPZ Authority revenue. At present, there is no advertisement consultant in the zone. The same is being managed by SEEPZ Authority.

Therefore, it is necessary to hire advertisement consultant with expertise in reverse auction and consultation.

Therefore, this office may hire one advertisement consultant, after approval of the Competent Authority for smooth functioning of the zone.

D) Recommendation :-

The proposal for hiring of advertisement consultant is placed before the Authority for approval.

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

AGENDA ITEM NO. 08 (A)

A) Proposal:

Proposal for Procurement of 59 Nos. 200W Led Lights for High Mast.

B) Relevant provision of SEZ Act, 2005 & Rules:

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009, read with GFR Rules 147 & 149 (Amended Rule dated 02.04.2019).

C) Other information:

The proposal for procurement of 42 Nos. Led Light Fixtures for High Mast (Agenda No. 08-B) was placed in the 46th Authority meeting (374/C) held on 27.07.2021. During the Meeting, Authority has approved the proposal of purchase of the 42 Nos. Led fixtures each of 200W at the approximate cost of Rs. 2,94,000/- under the Authority funds.

In this regard, sector wise high mast status and requirement of LED's with inventory are as follows:

The Electrical Engineer vide note dated 25.08.2021 furnished the sector wise high mast light's status and requirement of LED's with inventory is as follows: The detailed specifications of 200W Led Light Fixtures for High Mast is Annexed-I:

1. 11 MTRS High Mast:						
Sector No.	High Mast No.	Location	No. of Light Fixture Metal Halide (HPSVL)	Current Status		
				Total	Working	Non-Working
1	1	Gate No. 1	9 fitting each of 800W (twin, 2 x 400W)	18	10 x 400W	8 x 400W
2	2	Gate No. 2		18	14 x 400W	4 x 400W
4	3	Garbage Area		18	9 x 400W	9 x 400W
5	4	Gate No. 3		18	12 x 400W	6 x 400W
Total (A)				72	45	27
2. 10 MTRS High Mast:						
1	6	Ware House	6 fitting each of x 400 W	6	4 x 400W	2 x 400W
2	5	G&J - III		6	2 x 400W	4 x 400W
3	7	Tara Jew.		6	3 x 400W	3 x 400W
	9	Renaissance Co.		6	2 x 400W	4 x 400W
4	8	Multistoried		6	4 x 400W	2 x 400W
6	10	Sun city Hotel		6	1 x 400W	5 x 400W
	11	Tower ++		6	4 x 400W	2 x 400W
Total (B)				42	20	22
Total A+B				114	65	49

Further, Electrical engineer has informed that, in order to maintain inventory and future replacement of damage/non-functional fixtures, Electrical engineer has informed that, additional 20% (10 Fixture) may be purchase on GeM Portal. Therefore total number of LED Fixtures to be purchase on GeM i.e 49 +10 = 59.

However, at present we required 59 Nos. 200W Led Lights. As per detailed specification of 200W Led Lights (396/C), the cost of 200W Led Light of each @ Rs. 8,999.79/-. The total estimated cost of 59 Nos. 200W Led Light is Rs. 5,30,987.61/-, which is variable from 5% to 10%.

The contract was awarded to M/s. Interlight for Annual Maintenance for the high mast, street light and electrical installations in the SEEPZ SEZ premises & colony premises for a period of 03 months or till finalization of new agency, vide w.o. dated 28.02.2018. Therefore, 59 Nos. Led Light fitting works can be done through M/s. Interlight.

Attention (355/C) invited on GFR 2017 Rule 149 (III):

Above Rs. 5,00,000/- through the supplier having lowest price meeting the requisite quality, specification and delivery period after mandatorily obtaining bids, using online bidding or reverse auction tool provided on GeM (excluding Automobiles where current limit of 30 lakh will continue.

The estimated cost of 59 Nos. 200W LED Lights is Rs. 5,30,987.61/-, which is more than Rs. 5,00,000/-, hence we may go through bidding process on GeM Portal for procurement of 59 Nos 200W Led Lights of high mast, as per GFR Rule 149 (III).

D) Recommendation:

The proposal for procurement of 59 Nos. 200W Led Lights for high mast on GeM Portal subject to compliance of GFR Rules 2017, is placed before Authority for consideration and approval.

NOTE

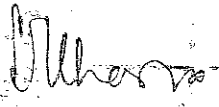
Date: 25.08.2021

Sub: Sector Wise status of High Mast.

Ref No. SEEPZ-SEZ/ESTATE/HMSL/120/2020-21/

Attached, please find status of Sector Wise High Mast & requirement of LED's with detailed specification.

Raju Kumar,
ESTATE MANAGER


S. C. Sharma
Trade Advisor

77291
25/8/21

25 AUG

STATUS OF 40W LIGHT FIXTURE FIXED IN 11 NOS OF HIGH MAST

HIGH MAST HAVING HEIGHT OF 11 MTRS

Sector No.	HIGH MAST NO	LOCATION	NO OF LIGHT FIXTURES METAL HALIDE (HPSVL)	CURRENT STATUS LIGHT FITTING		
				TOTAL	WORKING	NOT WORKING
1	1	GATE-No-1	9 fittings each of 800W (twin,2X400W))	18	10X400W	8X400W
2	2	GATE NO-2	9 fittings each of 800W (twin,2X400W))	18	14X400W	4X400W
4	3	GARBAGE AREA	9 fittings each of 800W (twin,2X400W))	18	9X400W	9X400W
5	4	GATE NO-3	9 fittings each of 800W (twin,2X400W))	18	12X400W	6X400W
		TOTAL		72	45	27

HIGH MAST HAVING HEIGHT OF 10 MTRS

1	6	Ware House	6 fittings each of X 400W	6	4X400W	2X400W
2	5	G & J Complex III	6 fittings each of X 400W	6	2X400W	4X400W
3	7	Tara Jewellery	6 fittings each of X 400W	6	3X400W	3X400W
	9	RENNAINANCE COY.	6 fittings each of X 400W	6	2X400W	4X400W
4	8	MULTISTORY	6 fittings each of X 400W	6	4X400W	2X400W
6	10	SUN CITY HOTEL	6 fittings each of X 400W	6	1X400W	5X400W
	11	TOWER PLUS PLUS	6 fittings each of X 400W	6	4X400W	2X400W
		TOTAL		42	20	22

	TOTAL LIGHT FITTINGS			114	65	49
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	NOTE	Approval for purchase of 42 LED Light Fixture has already been taken. However in order to maintain inventory and for future replacement of damage/ Non-Functional. Fixture, additional purchase of 20% (10 Fixture) is propos. Therefore, total n. of LED Fixture to be Purchased is 42+10 = 52 Specification of the light Fixture is attached.
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M. Karan

Date: 10-08-21

NOTE

Following is the detailed specification of 200W LED Light fixtures required for High Mast and can be floated on GEM Portal for bidding.

• Input Wattage	: 200W ✓
• Operating Input Voltage	: 220V ~240V AC, 50 Hz ✓
• Warranty	: 3 Years ✓
• Colour Temperature	: 3000K - 6500K ✓
• Ingress Protection	: IP66 or more ✓
• System Efficiency (Lm/w)	: 120 ✓
• THD%	: <10% ✓
• CRI	: >75 ✓
• Driver Efficiency	: >85% ✓
• LED Life	: >50000 hrs ✓
• LED Beam Angle	: >120 degree ✓
• Surge/Spike Protection	: 4 KV Onboard, External Surge 10KV~20KV (Optional) ✓
• Housing Finishing	: High Die cast aluminum housing with toughened glass over ✓
• Electrical Protection	: Under Voltage and Over Voltage, Short Circuit Protection ✓
• Length of ISI marked three core wire	: 50 cm ✓
• Operating temperature range	: -20° C to 50° C ✓
• Product Size L x W x H (mm)	: 390 x 299 x 150 ✓
• Mounting Arrangement	: Bracket Mounting ✓
• Power factor	: >0.90 ✓
• LED Make	: BRIDGLUX/EVERLIGHT/OSRAM ✓

Raju Kumar

Estate Manager

SEEPZ-SEZ

S.C.Sharma

Elect Engg

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

AGENDA ITEM NO. 13 (A)

A) Proposal:

Proposal for Engagement of Public Procurement Consultant (Individual Consultant) in SEEPZ.

B) 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 Proposal for Engagement of Public Procurement Consultant in SEEPZ was placed before the 45th Authority Meeting held on 25.06.2021. After deliberation, the Authority agreed for engagement of a Public Procurement domain expert on consultancy basis (as an individual consultant) through a transparent and GFR complaint process and separately, the Manuals on Public Procurement for Works, Good and Services including the General Financial Rules manual and CVC website URL would be circulated to all and the all procurement shall be made complaint to the GFR and the public procurement manuals.

Accordingly, EoI had published on CPP Portal, GeM Portal as well as SEEPZ website and also published advertisement in Economic Times Newspaper.

In response to the EoI for engagement of Public Procurement Consultant in SEEPZ, 03 applications were received. Accordingly, tender committee evaluate, all application based on EoI. The Minutes of Tender Committee is Annexed-I. After that, committee scheduled interview of following applicant for engagement of Public Procurement Consultant in SEEPZ on 24th August 2021 through Cisco WebEx Platform.

1. Shri Rutwik Pathak
2. Shri Richard Ronny Gonsalves
3. Shri Binod Agarwal

Further, based upon the responses of the candidates in the interview and technical qualification, the following is the order of merit of the candidates:

1. Shri Rutwik Pathak
2. Shri Richard Ronny Gonsalves
3. Shri Binod Agarwal

The Minutes of Interview meeting held on 24.08.2021 is Annexed-II. The Committee recommended to engage Shri Rutwik Pathak as a Public Procurement Consultant.

D) Recommendation :

The proposal for engagement of Shri Rutwik Pathak as a Public Procurement Consultant, is placed before the Authority for approval.

Minutes of the Interview meeting for Engagement of Public Procurement Consultant held on 24th August 2021

Reference to the earlier Minutes of the Meeting dated 10/08/2021 an interview was scheduled on 24th August 2021 through Cisco WebEx Platform as per following schedule:

1. At 11:30 hrs: Shri Rutwik Pathak
2. At 12:30 hrs: Shri Richard Ronny Gonsalves
3. At 13:30 hrs: Shri Binod Agarwal

The interview committee consisted of the following:

1. Shri Shyam Jagannathan, IAS, Development Commissioner
2. Shri C.P.S. Chauhan, IRS, Joint Development Commissioner
3. Shri Pravin Chandra, IRS, Joint Development Commissioner (Pune Cluster)
4. Shri Anurag Agarwal, IRSSE, Deputy Development Commissioner
5. Shri Keshav Jadhav, Assistant Development Commissioner
6. Shri Z.S. George, Pay and Accounts Officer

And the interview was conducted focusing on following points:



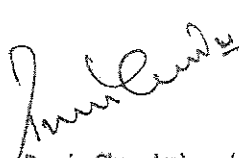
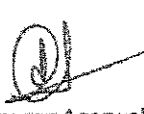


1. How many years of experience the applicant has for the purchase in government department and what amount of purchase have been done in a year of service?
2. Is the applicant aware of the GFRs and CVC provisions while purchasing in government department?
3. What items can be purchased from GeM and What Items cannot be purchased from GeM?
4. As here in SEEPZ SEZ we don't have any implementation agency for any kind of works yet as a public procurement consultancy how can the applicant assist?
5. How much of the advance amount can be allowed to sanction for any public sector undertaking agency for works?
6. For floating a tender today what would be the bid security and performance security?
7. Minimum time/days allowed for the last date of submission of bids from the date of publishing?
8. Is it advisable to hire a Project Management Consultancy?
9. Local Language Testing (Marathi).
10. Have the applicant ever worked for any Special Economic Zone / Ministry of Commerce and Industry.
11. Distinguish between the public procurement in a SEZ and other government organization.

12. Is the SEEPZ SEZ Authority have some different decision making power than the other government agency?
13. What is the QCBS method?
14. When can we use the QCBS process?
15. What are the different kinds of methods for selection of consultancy firm?
16. Can we apply QCBS process for works also?
17. How do you balance the financial propriety visibly expediency in procurement?

Based upon the responses of the candidates in the interview and technical qualification submitted vide earlier applications, following is the order of merit of the candidates:

1. Shri Rutwik Pathak
2. Shri Richard Ronny Gonsalves
3. Shri. Binod Agarwal

Further, it was decided that clarification if needed in the event of Sl. No.1 not joining or thereafter Sl. No.2 not joining and no other option remaining then clarification regarding any legal claim/matter outstanding with SEEPZ Authority may be called for from Sl.No.3.

 (Shyam Jagannathan) Development Commissioner, SEEPZ-SEZ	 (C.P.S. Chauhan) Jt. Development Commissioner, SEEPZ-SEZ	 (Pravin Chandra) Jt. Development Commissioner (Pune)	 (Anurag Agarwal) Dy. Development Commissioner, SEEPZ-SEZ	 (Z.S. George) Pay & Account officer, SEEPZ- SEZ	 (Keshav Jadhav) Assistant Development Commissioner, SEEPZ-SEZ
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Tender Committee Minutes for Consultancy Services					
Engagement of Public Procurement Consultant					
ORGANISATION: SEEPZ SEZ AUTHORITY					
Minutes of Tender Committee Meeting (Eol)					
Stage of Evaluation: Eol – Expression of Interest					
Section I: Top Sheet					
File No:	SEEPZ- SEZ/ESTATE/PPC/171/2020-21			Date:	10/08/2021
Procuring Entity/Client	SEEPZ SEZ AUTHORITY			Method of Selection	LCS/QCBS/SSS
Type of Contract	Lump-sum				
Name of Assignment	- Engagement of Public Procurement Consultant (Individual Consultant)			Estimated Cost:-	7,20,000
Tender Stage Published In	Website, CPPP			Date of Publication	13-07-2021
Bid Validity and Extensions taken	NA			Bid Opening Date	04/08/2021
Members of the Tender Committee					
Sr. No.	Name	Designation	Sr. No.	Name	Designation
1	Shri Anurag Agarwal	Dy. Development Commissioner	4	Smt Rekha Nair	Assistant
2	Shri Raju Kumar	Asst. Development Commissioner	5	Shri Ravindra Kumar	UDC
3	Smt Bridget Joe	Executive Asst to DC	6	Shri Rajesh Kumar	UDC
Section II: Background of the Assignment					
<p>Santacruz Electronics Export Processing Zone (SEEPZ) is a Special Economic Zone in Mumbai, India. SEEPZ was created in 1973 and is one of the foremost Special Economic Zones in the nation envisaged under the SEZ, Act 2005. With a view to overcome the shortcomings experienced on account of the multiplicity of controls and clearances; absence of world-class infrastructure, and an unstable fiscal regime and with a view of attract larger foreign investments in India, the Special Economic Zones (SEZs) Policy was announced in April 2000. SEEPZ was one of the three Export Processing Zones converted as Special Economic Zone</p>					

w.e.f. 1st November, 2000. There are more than 400 units inside SEEPZ (Santacruz Electronic Export Processing Zone) SEZ. Being spread over an area of 110 Acres, SEEPZ requires services of various contractors to maintain the premises in a state of-the art condition. This primarily includes procurement of works (construction, refurbishment, and minor works), and services (consulting services and facility management, waste management and other non- consulting services). Given the vast scope for procurements to be undertaken by SEEPZ authority vis-a-vis the limited capacity and exposure of the SEEPZ staff in the area of public procurement, the Development Commissioner now intends to engage a Public Procurement Consultant (Individual Consultant) on retainer contract as per the procedure prescribed under para 7.2 of the Manual for Procurement of Consultancy and Other Services, 2017.

In the 45th meeting of the SEZ Authority held on the 25th of June 2021 a decision was taken to ensure that all procurement activity in the SEEPZ, Mumbai shall be ensured to be 100% compliant to the General Financial Rule and the Manual of Procurement of Works/ Goods/ Services (Consulting/ Non Consulting) and the engagement of a public procurement consultant shall be in pursuance of the said decision accordingly.

- Participants: 3
- Shortlisted in EoI/Technical Evaluation prior to this: 3

Section IV: Evaluation of Responsive Bids: Technical Evaluation

The bids were evaluated by all the 6 tender committee members at second floor conference room on 04/08/2021 at 12:00 hrs.

Further, markings as per the given evaluation chart were done and the results are mentioned in the below annexure A.

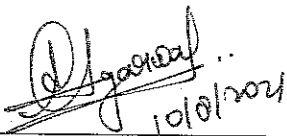
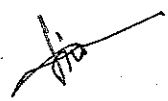


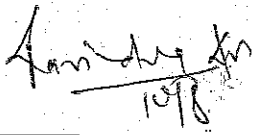
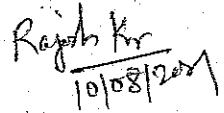
Section VI: Summary of Recommendations

Bid-wise recommendation

The Tender Committee unanimously recommended to schedule a date for conducting Interview of all the 3 participants as mentioned below:

- i. Shri Rutwik Phatak
- ii. Shri Binod Agarwal
- iii. Shri Richard Gonsalves

Note: None of the TC members have any conflict of interest with the participants who have applied for the post of Public Procurement Consultant.

Signature Name and Designation of the Members			
1	 10/08/2021	2	
	Date: 10/08/2021		Date: 10/08/2021
	Shri Anurag Agarwal, Chairman TC/ DDC		Shri Raju Kumar, Member TC/ ADC/ EM
3		4	 10/08/21
	Date: 10/08/2021		Date: 10/08/2021
	Smt Bridget Joe, Member TC/ EA to DC		Smt Rekha Nair, Member TC/ Assistant
5	 10/8	6	 10/08/2021
	Date: 10/08/2021		Date: 10/08/2021
	Shri Ravindra Kumar, Member TC/ UDC		Shri Rajesh Kumar, Member TC/ UDC
Remarks by the Accepting Authority: _____			
Signature: _____ Date: _____			
Name & Designation of Accepting Authority: _____			

Evaluation

Annexure-A

Criteria	Sub Criteria	Marks	Maximum Cumulative Marks	Rutwik Phatak	Binod Agarwal	Richard Gonsalves
1. Academic Qualifications	a. Post graduate in unrelated area	10 marks	25 marks			
	b. Post Graduate in relevant area	15 marks			15	15
	c. Post graduate in relevant area from an institute of national importance (IITs, IIMs etc.)	20 marks		20		
	d. Professional Certifications	5 marks		5	5	5
2. Nature of Experience	a. 4 years of specialized experience in public procurement area.	10 marks	65 marks	10	10	10
	b. Experience of supervising / reviewing procurement matters	15 marks		15	15	15
	c. Experience of drafting public procurement law / manuals / ancillary materials	15 marks		15	15	15
	d. Experience of working in finance / commerce domain projects as procurement specialist	5 marks		5		5
	e. Experience of Delivering Capacity Building Workshops in the area of public procurement	15 marks		15	15	0
	f. Experience of working in mission mode / special package / externally aided projects of Central Govt/State Govt/PSUs	5 marks		5		5
	3. Fluency in Marathi		10 marks	10 marks	10	
Total			100 marks	100	75	70

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

AGENDA ITEM NO. 13 (B)

A) Proposal:

Engagement of Strategic and IT advisory Consulting Services role by IIT, Guwahati for computerization and leveraging IT based solutions in SEEPZ, Mumbai

B) Relevant provision of SEZ Act, 2005 & Rules:

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

C) Other information:

The proposal for Strategic and I.T. advisory Consulting Services role by IIT, Guwahati for computerization and leveraging IT based solutions in SEEPZ, Mumbai was placed before the 46th Authority Meeting held on 27.07.2021. After deliberation, the Authority approved the proposal for PMC role by IIT, Guwahati for computerization and leveraging IT based solutions in SEEPZ, Mumbai.

In this regard, vide mail dated 09.08.2021 IIT Guwahati has submitted draft MoU between SEEPZ & IIT, Guwahati, which is vetted by legal section.

SEEPZ-SEZ intends to improve and propose new digital technology infrastructure and solutions to promote seamless, quick, efficient and effective working conditions for all the stakeholders and users. This will include improving the existing IT solutions, identifying and proposing new integrated IT solutions and developing new digital technology infrastructure inside and for SEEPZ Stakeholders and users.

For this purpose, expert and advisory services are required in the following four objectives:-

- (a) Project scoping, needs analysis and requirement gathering for the proposed integrated IIT solution, including identifying opportunity areas to improve existing IT solutions and accommodate new requirements.
- (b) Preparation of the bid document, including detailed Software Requirement Specifications (SRS), Request for Proposal (RFP) and others for contracting of a

service provider to design, develop and implement the proposed integrated IT solutions.

- (c) Advice and support the SEEPZ-SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the service provider.
- (d) Identify suitable digital technology services complimenting the existing and newly proposed IT solutions, supervise, monitor and review user experience design and development aspects. Such services are excluding any hardware components which are either discovered on GeM or via transparent bidding.

IITG has agreed to undertake the assignment and render the services as indicated in the scope of the services. The expert and advisory services will be provided by Dr. Keyur Sorathia, Associate Professor of the Department of Design, on behalf of IIT Guwahati.

Further, vide note dated 26.08.2021 Finance & Budget Section has informed that the budget available under the Major Head 2014 and Minor Head 002 for IT Consultancy is Rs.60,00,000/-. The Cost required as per the MoU INR 79,00,000/- excluding the GST, which is required to pay 70% after 06 months, i.e. 70% of Rs.79,00,000/- = 55,30,000/- and remaining cost to be paid after 12 months. Therefore, consultancy charges is under the budget.

D) Recommendation:

The proposal of strategic and IT advisory consulting services role by IIT, Guwahati for computerization and leveraging IT based solution in SEEPZ, Mumbai is placed before Authority for consideration and approval.

DRAFT

**Strategic and IT Advisory Consultancy Services to the Santa Cruz
Electronics Export Processing Zone (SEEPZ) Special Economic
Zone (SEZ)**

Memorandum of Understanding (MoU)

Between

**Santacruz Electronic Export Processing Zone (Seepz) Special Economic
Zone (Sez), Government Of India**

&

Indian Institute Of Technology, Guwahati

(To be furnished in the Non-Judicial Stamp paper of Rs. 100/-)

AGREEMENT

This MOU is made on this DATE day of MONTH YYYY

BETWEEN

Santacruz Electronic Export Processing Zone (Seepz) Special Economic Zone (Sez), a Public Sector undertaking established and incorporated under Act, YYYY (..... **ACT No..... of YYYY**) situated at (hereinafter referred to as "SEEPZ SEZ", which expression, unless repugnant to the context thereof, shall mean and include its successors and assignees) through its duly authorized representative, **Shri Shyam Jagannathan IAS, Development Commissioner, SEEPZ SEZ of the FIRST PART**

AND

Indian Institute of Technology (IIT) Guwahati, Assam, 781039 (established under the IIT Act, GOI, hereinafter referred to as IITG, which expression, unless repugnant to the context thereof,

shall mean and include its successors and assignees) through its duly authorized representative, **Professor G. Krishnamoorthy, Dean of II&SI of the SECOND PART.**

"SEEPZ SEZ" and "IIT Guwahati" are referred to collectively as '**PARTIES**' and individually as '**PARTY**' as the context may require.

WHEREAS

- A. SEEPZ SEZ intends to improve and propose new digital technology infrastructure and solutions to promote seamless, quick, efficient and effective working conditions for all the stakeholders and users. This will include improving the existing IT solutions, identifying and proposing new integrated IT solutions and developing new digital technology infrastructure inside and for SEEPZ stakeholders and users.
- B. For this purpose, expert and advisory services are required in the following four objectives
- a. Project scoping, needs analysis and requirement gathering for the proposed integrated IT solution, including identifying opportunity areas to improve existing IT solutions and accommodate new requirements
 - b. Preparation of the bid document, including detailed Software Requirement Specifications (SRS), Request for Proposal (RFP) and others for contracting of a service provider to design, develop and implement the proposed integrated IT solutions
 - c. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the service provider
 - d. Identify suitable digital technology services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components which are either discovered on GeM or via transparent bidding.

AND WHEREAS IITG has agreed to undertake the assignment and render the services as indicated in the scope of the services, as set out in this Agreement. The details of the scope of work, services, costing and duration details for each objective is also presented in Annexure 1. The expert and advisory services will be provided by Dr Keyur Sorathia, Associate Professor of the Department of Design, on behalf of IIT Guwahati

NOW, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS UNDER:

1. DEFINITIONS

- I. **SEEPZ SEZ** means the Santa Cruz Electronics Export Processing Zone (SEEPZ) Special Economic Zone (SEZ)
- II. **IITG** means Indian Institute of Technology Guwahati
- III. **'Approval'** means approval in writing by the designated officers of the SEEPZ SEZ.
- IV. **'Service providers'** means the contractor (s) or supplier(s) or firm(s) or agency/(ies) engaged by SEEPZ SEZ for the work or any connected work.
- V. **'Project'** means the Project providing expertise and advisory to SEEPZ SEZ under this consultancy assignment.
- VI. **PI** means Principal Investigator of the Project.

2. SCOPE OF WORK

IITG shall use its expertise via its PI, Dr Keyur Sorathia and act as a "Technical Agency" to assist and advise SEEPZ SEZ to develop new, improved and state-of-the-art digital technology solutions that result in a seamless, easy, efficient and effective working environment for the stakeholders and the users of SEEPZ SEZ. Specifically, IITG shall provide the following services for defined four objectives

- I. Project scoping, needs analysis and requirement gathering for the proposed integrated IT solution, including identifying opportunities to improve existing IT solutions and accommodate new requirements
 - i. Conduct focus groups and user studies with stakeholders and users to identify needs and problems with the existing IT solutions
 - ii. Identify scope and requirements to improve existing IT solutions
 - iii. Identify scope and requirements to add new services and features that complement existing IT solutions
 - iv. Conceptualizing the overall IT solutions, including existing and newly proposed services and features in consultation with all stakeholders of SEEPZ SEZ
 - v. Create a report detailing the modifications in the current IT solutions and proposals for new services/features of the IT solutions

- II. Preparation of the bid document, including detailed SRS and others for contracting of a system integrator or service provider to design, develop and implement the proposed digital technology solutions
 - i. Creation and formalizing of requirements which can be used to prepare and advertise to invite bids
 - ii. Prepare a bid document detailing the requirements through SRS
 - iii. Prepare a bid document details aspects for Request for Proposal (RFP)
 - iv. Participate and actively contribute in identifying service providers that match required technical details; evaluate the experience, quality, safety and security measures, user experience design, maintenance support and other parameters relevant for efficient and effective integrated IT solutions.

- III. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the system integrator/service provider
 - i. Monitor the development progress of the service provider via weekly consultation with the development teams
 - ii. Conduct monthly meetings (or whenever convenient for the stakeholders) with the stakeholders to update the progress and provide a review in order to ensure their needs and requirements are satisfactorily met
 - iii. Ensure timely progress and high-quality deliverables for each developed module
 - iv. Conduct periodic review audits of user interface and user experience design, security and safety audits, quality analysis etc. to ensure state of the art deliverable
 - v. Ensure the use of state of the art technologies to build a safe, secure, error-free, accurate and efficient solution. It also includes ensuring multi-platform support and integration (i.e. smartphones, tablets and desktop)
 - vi. Ensure the use of human-centred design principles to build a functional, user-friendly, intuitive, usable and engaging solution.

Hence, reducing the learning curve to increase the adoption and acceptance among the stakeholders and the users.

- vii. Ensure seamless and effective implementation of the developed IT solutions at the stakeholders' and users' premises
- viii. Provide a completion report, and audit reports to SEEPZ SEZ after the IT solutions are developed and implemented

IV. Identify suitable services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components required to implement the proposed work. The hardware components can be procured either on GeM or via transparent bidding.

- i. Conduct focus group studies with stakeholders and users to define goals, needs and requirements
- ii. Identify scope and requirements to propose digital technology solutions complimenting integrated IT solutions defined in points 1, 2 and 3.
- iii. Conceptualize the digital technology solutions and prepare a report for creating an RFP and a bid document
- iv. Prepare an RFP and bid document to invite service providers
- v. Participate in identifying service providers that match required technical details. Prepare a report to guide SEEPZ to finalize the service provider based on the experience, quality, safety and security measures, user experience design, maintenance support and other parameters
- vi. Monitor and review the progress of the solutions and their effective implementation

3. RESPONSIBILITIES OF IIT GUWAHATI

The responsibility of IITG shall be as per the scope of work indicated in Para 2 above

4. RESPONSIBILITIES OF SEEPZ SEZ

The responsibilities of SEEPZ SEZ is given below

- I. SEZ shall inform all concerned stakeholders and users about the appointment of IITG
- II. SEEPZ SEZ shall inform all concerned stakeholders and users about the appointment of IITG.
- III. SEEPZ SEZ should dedicate at least one active officer to support IITG's team in accomplishing the objectives
- IV. SEEPZ SEZ shall cooperate and inform all their needs, requirements, challenges and future goals of digital technology solutions to the team of IITG on time.
- V. SEEPZ SEZ shall provide active and timely support in any other items that deem fit in understanding the existing IT solutions and proposing new digital technology solutions related to defined objectives

5. PROJECT BUDGET

The overall cost of the Project is INR 79,00,000, excluding the GST. The detailed cost break up of the overall budget and objective wise budget is presented in Annexure I.

6. PAYMENT TERMS AND CONDITIONS

The payment to the IITG from SEEPZ SEZ will be in 3 following stages.

Sr. No.	Budget milestones	Budget instalments
01	Advance on the approval of the Project	40% of the total Project budget
02	After 6 months and on satisfactory progress	30% of the total Project budget
03	After 12 months and on satisfactory progress	Remaining 30% of the total Project budget

7. PROJECT DURATION

The Project duration and relevant details are given below

- I. The duration of the Project is 16 months from the starting day of the Project
- II. IITG shall require an additional month to complete administrative processes and hiring of the qualified staff

8. PROJECT COMMENCEMENT

The effective date of commencement of the Project shall be treated from the day the required funds are transferred to IITG from the funding agency

9. COORDINATION AND MONITORING

SEEPZ SEZ would coordinate, monitor and guide the implementation of the Project monthly. IITG shall submit a monthly progress report to the SEEPZ SEZ on the progress and seek inputs, directions and approvals, as the case may be. Such progress reports shall cover various aspects of the projects, including scope identification, Request for Proposal documents, audit and review reports, progress reports of identified service providers etc.

10. VALIDITY

This Agreement shall be valid until the Project is completed, unless it is expressly terminated, during which SEEPZ SEZ and IITG will take adequate steps to implement this Agreement. Any act on the part of SEEPZ SEZ and IITG, after the termination of this Agreement by way of communication, correspondence shall not be construed as an extension of this Agreement

11. TERMINATION

I. Termination by SEEPZ SEZ

SEEPZ SEZ may terminate this Agreement by not less than thirty (30) days written notice of termination to IITG to be given after the occurrence of any of the events specified in the following paragraphs

- i. If IITG fails in the performance of their obligations under the Agreement, within sixty (60) days of receipt after being notified or within such further period as SEEPZ SEZ may have subsequently approved in writing
- ii. If IITG becomes insolvent or bankrupt; or
- iii. If, as a result of Force Majeure, IITG cannot perform a material portion of the Services for not less than sixty (60) days.

II. Termination by IITG

IITG may terminate this Agreement by not less than thirty (30) days written notice to SEEPZ SEZ, such notice to be given in the event of the occurrence of any of the events specified below:

- i. If SEEPZ SEZ fails to pay any money due to IITG according to this Agreement within ninety (90) days after receiving written notice from IITG that such payment is overdue; or
- ii. If, as a result of Force Majeure, IITG is unable to perform a material portion of the Services for not less than sixty (60) days

III. Payment upon termination

In the event of termination of this Agreement, the following clauses shall apply for final payments:

- i. All unpaid invoices shall be paid by the SEEPZ SEZ within sixty (60) days to IITG.
- ii. In case any advance payment has been made to IITG under this contract and the deliverables towards the phase in question have not been completed, then SEEPZ SEZ and IITG will mutually decide the proportion of work that has been completed till the date of termination, and a pro-rata amount from the advance payment shall be payable to IITG and IITG to SEEPZ SEZ shall refund the balance amount
- iii. In case where IITG may have done part of the deliverable on the date of termination of the contract, and no invoice has yet been raised on SEEPZ SEZ on that part of the work, then SEEPZ SEZ and IITG will mutually agree on the quantum of effort expended by IITG and arrive at a fair payment towards the same.

The termination of this Agreement shall not prejudice or affect in any way the rights and benefits accrued or liabilities and duties imposed on the parties of this Agreement

12. Miscellaneous Clauses

- I. IITG shall notify SEEPZ SEZ of any material change in their status, shareholding, or that of any Guarantor of the Consultant, particularly where such change would impact the performance of obligations under the Agreement.
- II. IITG shall agree and acknowledge that the time schedules for implementing the Project are followed as fixed by the SEEPZ SEZ.

- III. SEEPZ SEZ shall agree and acknowledge that adequate support and information is provided to IITG at every stage of the Project for the complete duration
- IV. Any failure or delay on the part of the SEEPZ SEZ to exercise the right or power under the Agreement shall not operate as waiver thereof.
- V. The workers, employees, staff or agents engaged or employed by or on behalf of the IITG shall neither be nor deemed to be the worker, employee, staff or agents of the SEEPZ SEZ under any circumstances what so ever it may be and there is no such agreement for or regarding the workers between the IITG and SEEPZ SEZ.
- VI. Notwithstanding anything in this Agreement, in no event shall the SEEPZ SEZ be liable under the laws of contract, tort, misrepresentation warranty, negligence, and strict liability or otherwise, for any special indirect, incidental or consequential damages (including loss of profit arising out of in connection with this Agreement).
- VII. Neither the execution and delivery by IITG of this Agreement nor the performance by IITG of its obligations hereunder will violate, conflict with, or result in the breach of, or constitute a default under, any provision of law, statute, rule or regulation or any judgment, order, or decree of any court of governmental body applicable to it, or its articles of incorporation or by-laws.
- VIII. This Agreement or the rights of the Parties under this Agreement are neither assignable nor transferable.
- IX. IITG will maintain separate accounts/records pertaining to this Project. These records are subject to audit/verification by Govt
- X. The collaboration between SEEPZ SEZ and IITG is extendable, if the Project demands, on mutually agreeable terms and conditions

13. Arbitration

- I. In the event of any dispute or difference between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultation.
- II. Pending the submission of and/or decision on a dispute, difference or claim or until the arbitral award is published, the parties shall continue to perform all of their obligations under this Agreement without prejudice to final adjustment in accordance with such award

14. Jurisdiction

- I. The Courts at Guwahati will have exclusive jurisdiction to adjudicate over any or all disputes arising out of this Agreement.

IN WITNESS WHEREOF the Parties thereto have put their hand this day and date first above mentioned

Signed, sealed and delivered by	Signed, sealed and delivered by
Shri Shyam Jagannathan, IAS, Development Commissioner SEEPZ SEZ	Prof. Krishnamurthy, Dean IISI, Indian Institute of Technology, Guwahati

Date _____

(Date may please be left blank)

Place _____

ANNEXURE I

Project proposal to SEEPZ SEZ on
Strategic and IT Advisory consultancy
Services to the Santa Cruz Electronics
Export Processing Zone (SEEPZ) Special
Economic Zone (SEZ)

Proposal by Dr Keyur Sorathia
Associate Professor, Department of Design,
IIT Guwahati. Guwahati, Assam

Introduction

This document details the purpose of the proposal, the intended audience and details of handholding provided to the Santa Cruz Electronics Export Processing Zone (SEEPZ) Special Economic Zone (SEZ).

The proposal aims to increase the overall efficiency, effectiveness, and accuracy of SEEPZ SEZ stakeholders and users by improving existing digital solutions and proposing/creating new digital technology solutions relevant to SEEPZ SEZ's existing and future needs and requirements. In order to achieve the mentioned aim, the proposal covers the following 4 major objectives

1. Project scoping, needs analysis and requirement gathering for the proposed integrated IT solution, including identifying opportunity areas to improve existing IT solutions and accommodate new requirements
2. Preparation of the bid document, including detailed Software Requirement Specifications (SRS), Request for Proposal (RFP) and others for contracting of a service provider to design, develop and implement the proposed integrated IT solutions
3. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the service provider
4. Identify suitable digital technology services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components which are either discovered on GeM or via transparent bidding.

The support and handholding to SEEPZ SEZ will not be limited to improving existing technology solutions (including the existing IT solution) but will cater to the need of all digital technology interventions proposed in current and future endeavours identified during the project duration (as a scope detailed under point 4).

Support and Handholding Parameters

The following paragraph details support and handholding parameters for each of the 4 mentioned objectives.

1. Project scoping, needs analysis and requirement gathering for the proposed integrated IT solution, including identifying opportunities to improve existing IT solutions and accommodate new requirements.
 - i. Conduct focus groups and user studies with stakeholders and users to identify needs and problems with the existing IT solutions
 - ii. Identify scope and requirements to improve existing IT solutions
 - iii. Identify scope and requirements to add new services and features that complement existing IT solutions
 - iv. Conceptualizing the overall IT solutions, including existing and newly proposed services and features in consultation with all stakeholders of SEEPZ SEZ
 - v. Create a report detailing the modifications in the current IT solutions and proposals for new services/features of the IT solutions
2. Preparation of the bid document, including detailed SRS and others for contracting of a system integrator or service provider to design, develop and implement the proposed digital technology solutions
 - i. Creation and formalizing of requirements which can be used to prepare and advertise to invite bids
 - ii. Prepare a bid document detailing the requirements through SRS
 - iii. Prepare a bid document details aspects for Request for Proposal (RFP)
 - iv. Participate and actively contribute in identifying service providers that match required technical details; evaluate the experience, quality, safety and security measures, user experience design, maintenance support and other parameters relevant for efficient and effective integrated IT solutions.
3. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the system integrator/service provider
 - i. Monitor the development progress of the service provider via weekly consultation with the development teams

- ii. Conduct monthly meetings (or whenever convenient for the stakeholders) with the stakeholders to update the progress and provide a review in order to ensure their needs and requirements are satisfactorily met
 - iii. Ensure timely progress and high-quality deliverables for each developed module
 - iv. Conduct periodic review audits of user interface and user experience design, security and safety audits, quality analysis etc. to ensure state of the art deliverable
 - v. Ensure the use of state of the art technologies to build a safe, secure, error-free, accurate and efficient solution. It also includes ensuring multi-platform support and integration (i.e. smartphones, tablets and desktop)
 - vi. Ensure the use of human-centred design principles to build a functional, user-friendly, intuitive, usable and engaging solution. Hence, reducing the learning curve to increase the adoption and acceptance among the stakeholders and the users.
 - vii. Ensure seamless and effective implementation of the developed IT solutions at the stakeholders' and users' premises
 - viii. Provide a completion report, and audit reports to SEEPZ SEZ after the IT solutions are developed and implemented
4. Identify suitable services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components required to implement the proposed work. The hardware components can be procured either on GeM or via transparent bidding.
- i. Conduct focus group studies with stakeholders and users to define goals, needs and requirements
 - ii. Identify scope and requirements to propose digital technology solutions complimenting integrated IT solutions defined in points 1, 2 and 3.
 - iii. Conceptualize the digital technology solutions and prepare a report for creating an RFP and a bid document
 - iv. Prepare an RFP and bid document to invite service providers
 - v. Participate in identifying service providers that match required technical details. Prepare a report to guide SEEPZ to finalize the service provider based on the experience, quality, safety and security measures, user experience design, maintenance support and other parameters

- vi. Monitor and review the progress of the solutions and their effective implementation

Deliverables

The deliverables of the project will depend upon the requirement gathered through stakeholder consultation. The requirement gathering exercises will be focus groups with stakeholders and the users.

Deliverables for each exercise will be in a ready-to-use report document format (i.e. Word, PDF, PPTX etc.). These reports can be used directly to create technical requirements to invite bids and RFPs, present current challenges for SEEPZ SEZ, opportunity areas to introduce new solutions, monitoring and evaluation reports, and recommendation reports.

Intended Audience and Use

The intended audiences for this proposal are all the stakeholders (including but not limited to officers, clerical staff, security establishment and similar) and the users (including but not limited to the decision-makers of the unit holders and other people associated with unit holders) of SEEPZ SEZ establishment.

Project Duration

The total duration of the project is 16 months from the funds received to IIT Guwahati. The project will start with objectives 1 & 2 (4 months), followed by objectives 3 & 4. Objectives 3 and 4 will run in parallel to save time.

We will need an additional month to complete administrative processes and hire qualified staff to support the Principal Investigator (PI). The duration breakup is given below, according to the defined objectives of 1-4.

Sr. No	Objectives	Duration (in months)
01	Objective 1 & 2 – Project scoping and preparation of RFP	04
02	Objective 3 – Monitor, review and audit the progress and deliverables	12
03	Objective 4 – Project scoping, RFP and monitoring of proposed digital technology solutions (objectives 3 & 4 will continue in parallel)	06
04	Total project duration	16

Table 1: Total duration and duration breakup, according to the defined objectives

Budget Details

The proposed project will cost INR 79,00,000 for the entire project duration of 16 months. The overall budget breakup and budget breakup according to the defined objectives are given below.

Overall budget breakup

Total duration – 16 months

Sr. No.	Budget Head	Total Cost
01	Human resources	48,30,000
02	Travel	4,00,000
03	Consumable	1,50,000
04	Contingency	1,50,000
04	Total	55,30,000
05	Institute overheads (@30% of the grand total)	23,70,000
06	Grand total	79,00,000

Table 2: Total project cost inclusive of all project objectives. The total duration is 16 months.

Objective 1 & 2 – Project scoping and preparation of RFP and bid documents

Total duration – 04 months

Sr. No.	Budget Head	Total Cost
01	Human resources	16,30,000
02	Travel	2,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	19,30,000
05	Institute overheads (@30% of the grand total)*	8,27,140
06	Grand total for objectives 1 & 2	27,57,140

Table 3: The project cost inclusive of objectives 1 & 2. The total duration is 04 months.

Objective 3 – Monitor, review and audit the progress and deliverables

Total duration – 12 months

Sr. No.	Budget Head	Total Cost
01	Human resources	21,00,000
02	Travel	1,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	23,00,000
05	Institute overheads (@30% of the grand total)*	9,85,700
06	Grand total for objective 3	32,85,700

Table 4: The project cost inclusive of objectives 1 & 2. The total duration is 12 months.

Objective 4 – Project scoping, RFP and monitoring of proposed digital technology solutions

Total duration – 06 months

Sr. No.	Budget Head	Total Cost
01	Human resources	11,00,000
02	Travel	1,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	13,00,000
05	Institute overheads (@30% of the grand total)*	5,57,140
06	Grand total for objective 4	18,57,140

Table 8: The project cost inclusive of objective 4. The total duration is 06 months.

- *the overheads are rounded for easy calculation.
- An additional 18% GST will be applied to the grand total cost per the government norms.
- IIT Guwahati will not purchase any hardware or hardware components. The budget details include advisory services exclusive to any cost other than advisory, such as any hardware components.
- The proposal will be extendable if the Project demands, on mutually agreeable terms and conditions.

Contact details of the Principal Investigator (PI)

Dr. Keyur Sorathia

Associate Professor, Department of Design,
Indian Institute of Technology (IIT) Guwahati
Guwahati, Assam. 781039

(M): +91 8011693660 (O) +91 361 258 2485

Email: keyur@iitg.ac.in, keyurbsorathia@gmail.com



Prof. G. Krishnamoorthy
Dean, Industrial Interactions &
Special Initiatives (II&SI)
Professor, Dept. of Chemistry

Ref. No. II&SI/2021-22

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी,
गुवाहाटी- 781039
Indian Institute of Technology
Guwahati,
Guwahati 781039, Assam, India.

Phone Nos: +91-361- 258 2131
Mob.no: +91-9957570612
E-mail: doiisi@iitg.ac.in

Date: 05/08/2021

Office of the Industrial Interactions
and Special Initiatives

Endorsement

Consultancy Project Title: "Strategic and IT Advisory Consultancy Services to the Santa Cruz Electronics Export Processing Zone (SEEPZ) Special Economic Zone (SEZ)"

1. Affirmed that the Organization welcomes the participation of Dr. Keyur Babulal Sorathia, Department of Design as the Principal Consultant for the Consultancy Project.
2. Affirmed that the equipment and basic as well as other administrative facilities as per the terms and conditions of the award of the Project, will be made available to the Consultant throughout the duration of the Project.
3. The Organization shall ensure that the financial and purchase procedures are followed as per the prevailing norms of the Organization, within the allocated budget.
4. The Organization shall timely provide the Statement of Expenditure and the Utilization Certificate of the Funds under Grant as required by Ministry of Commerce & Industry, Government of India in the prescribed format.

Dean (II&SI)

संकायाध्यक्ष, औद्योगिक सहभागिता एवं विशेष पहल
Dean, Industrial Interactions & Special Initiatives
भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology, Guwahati
गुवाहाटी - 781039
Guwahati, Assam 781039



Strategic and IT Advisory consultancy
Services to the Santa Cruz Electronics
Export Processing Zone (SEEPZ) Special
Economic Zone (SEZ)

Proposal by Dr Keyur Sorathia
Associate Professor, Department of Design,
IIT Guwahati. Guwahati, Assam.



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Introduction

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3. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the service provider
4. Identify suitable digital technology services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components which are either discovered on GeM or via transparent bidding.

The support and handholding to SEEPZ SEZ will not be limited to improving existing technology solutions (including the existing IT solution) but will cater to the need of all digital technology interventions proposed in current and future endeavours identified during the project duration (as a scope detailed under point 4).



Support and Handholding Parameters

The following paragraph details support and handholding parameters for each of the 4 mentioned objectives.

1. Project scoping, needs analysis and requirement gathering for the proposed integrated IT solution, including identifying opportunities to improve existing IT solutions and accommodate new requirements.
 - i. Conduct focus groups and user studies with stakeholders and users to identify needs and problems with the existing IT solutions
 - ii. Identify scope and requirements to improve existing IT solutions
 - iii. Identify scope and requirements to add new services and features that complement existing IT solutions
 - iv. Conceptualizing the overall IT solutions, including existing and newly proposed services and features in consultation with all stakeholders of SEEPZ SEZ
 - v. Create a report detailing the modifications in the current IT solutions and proposals for new services/features of the IT solutions
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 - ii. Prepare a bid document detailing the requirements through SRS
 - iii. Prepare a bid document details aspects for Request for Proposal (RFP)
 - iv. Participate and actively contribute in identifying service providers that match required technical details; evaluate the experience, quality, safety and security measures, user experience design, maintenance support and other parameters relevant for efficient and effective integrated IT solutions.
3. Advice and support the SEEPZ SEZ in terms of project supervision, monitoring and review to ensure timely and high-quality deliverables from the system integrator/service provider
 - i. Monitor the development progress of the service provider via weekly consultation with the development teams

- ii. Conduct monthly meetings (or whenever convenient for the stakeholders) with the stakeholders to update the progress and provide a review in order to ensure their needs and requirements are satisfactorily met
 - iii. Ensure timely progress and high-quality deliverables for each developed module
 - iv. Conduct periodic review audits of user interface and user experience design, security and safety audits, quality analysis etc. to ensure state of the art deliverable
 - v. Ensure the use of state of the art technologies to build a safe, secure, error-free, accurate and efficient solution. It also includes ensuring multi-platform support and integration (i.e. smartphones, tablets and desktop)
 - vi. Ensure the use of human-centred design principles to build a functional, user-friendly, intuitive, usable and engaging solution. Hence, reducing the learning curve to increase the adoption and acceptance among the stakeholders and the users.
 - vii. Ensure seamless and effective implementation of the developed IT solutions at the stakeholders' and users' premises
 - viii. Provide a completion report, and audit reports to SEEPZ SEZ after the IT solutions are developed and implemented
4. Identify suitable services complimenting the existing and newly proposed IT solutions; supervise, monitor, and review user experience design and development aspects. Such services are excluding any hardware components required to implement the proposed work. The hardware components can be procured either on GeM or via transparent bidding.
- i. Conduct focus group studies with stakeholders and users to define goals, needs and requirements
 - ii. Identify scope and requirements to propose digital technology solutions complimenting integrated IT solutions defined in points 1, 2 and 3.
 - iii. Conceptualize the digital technology solutions and prepare a report for creating an RFP and a bid document
 - iv. Prepare an RFP and bid document to invite service providers
 - v. Participate in identifying service providers that match required technical details. Prepare a report to guide SEEPZ to finalize the service provider based on the experience, quality, safety and security measures, user experience design, maintenance support and other parameters

- vi. Monitor and review the progress of the solutions and their effective implementation

Deliverables

The deliverables of the project will depend upon the requirement gathered through stakeholder consultation. The requirement gathering exercises will be focus groups with stakeholders and the users.

Deliverables for each exercise will be in a ready-to-use report document format (i.e. Word, PDF, PPTX etc.). These reports can be used directly to create technical requirements to invite bids and RFPs, present current challenges for SEEPZ SEZ, opportunity areas to introduce new solutions, monitoring and evaluation reports, and recommendation reports.

Intended Audience and Use

The intended audiences for this proposal are all the stakeholders (including but not limited to officers, clerical staff, security establishment and similar) and the users (including but not limited to the decision-makers of the unit holders and other people associated with unit holders) of SEEPZ SEZ establishment.

Project Duration

The total duration of the project is 16 months from the funds received to IIT Guwahati. The project will start with objectives 1 & 2 (4 months), followed by objectives 3 & 4. Objectives 3 and 4 will run in parallel to save time.

We will need an additional month to complete administrative processes and hire qualified staff to support the Principal Investigator (PI). The duration breakup is given below, according to the defined objectives of 1-4.

Sr. No	Objectives	Duration (in months)
01	Objective 1 & 2 – Project scoping and preparation of RFP	04
02	Objective 3 – Monitor, review and audit the progress and deliverables	12
03	Objective 4 – Project scoping, RFP and monitoring of proposed digital technology solutions (objectives 3 & 4 will continue in parallel)	06
04	Total project duration	16

Table 1: Total duration and duration breakup, according to the defined objectives



Budget Details

The proposed project will cost INR 79,00,000 for the entire project duration of 16 months. The overall budget breakup and budget breakup according to the defined objectives are given below.

Overall budget breakup

Total duration – 16 months

Sr. No.	Budget Head	Total Cost
01	Human resources	48,30,000
02	Travel	4,00,000
03	Consumable	1,50,000
04	Contingency	1,50,000
04	Total	55,30,000
05	Institute overheads (@30% of the grand total)	23,70,000
06	Grand total	79,00,000

Table 2: Total project cost inclusive of all project objectives. The total duration is 16 months.

Objective 1 & 2 – Project scoping and preparation of RFP and bid documents

Total duration – 04 months

Sr. No.	Budget Head	Total Cost
01	Human resources	16,30,000
02	Travel	2,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	19,30,000
05	Institute overheads (@30% of the grand total)*	8,27,140
06	Grand total for objectives 1 & 2	27,57,140

Table 3: The project cost inclusive of objectives 1 & 2. The total duration is 04 months.
Objective 3 – Monitor, review and audit the progress and deliverables

Total duration – 12 months

Sr. No.	Budget Head	Total Cost
01	Human resources	21,00,000
02	Travel	1,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	23,00,000
05	Institute overheads (@30% of the grand total)*	9,85,700
06	Grand total for objective 3	32,85,700

Table 4: The project cost inclusive of objectives 1 & 2. The total duration is 12 months.
Objective 4 – Project scoping, RFP and monitoring of proposed digital technology solutions

Total duration – 06 months

Sr. No.	Budget Head	Total Cost
01	Human resources	11,00,000
02	Travel	1,00,000
03	Consumable	50,000
04	Contingency	50,000
04	Total	13,00,000
05	Institute overheads (@30% of the grand total)*	5,57,140
06	Grand total for objective 4	18,57,140

Table 5: The project cost inclusive of objective 4. The total duration is 06 months.



- *the overheads are rounded for easy calculation.
- An additional 18% GST will be applied to the grand total cost per the government norms.
- IIT Guwahati will not purchase any hardware or hardware components. The budget details include advisory services and exclusive of any cost other than advisory, such as any hardware components.
- The proposal will be extendable if the project demands on mutually agreeable terms and conditions.



Contact details of the Principal Investigator (PI)

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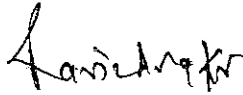
Email: keyur@iitg.ac.in, keyurbsorathia@gmail.com

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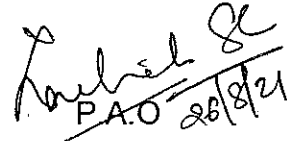
26/8/2021

The budget is available under the Major Head 2014 and Minor Head 002 for IT Consultancy is Rs. 60,00,000/- for 08 months (i.e upto Mar, 2022).

The Cost required as per the MoU INR 79,00,000/- excluding the GST, which is required to pay 70% after 06 months, i.e 70% of Rs. 79,00,000/- = 55,30,000/- and remaining cost to be paid after 12 months. Therefore, consultancy charges is under the budget.



Ravindra Kumar
UDC
Finance & Account Section


P.A.O. 26/8/21

Major Head	Minor Head	Major Head	Minor Head	F.Y. 2019-2020 (Actual)	F.Y. 2020-2021 (Actual)	F.Y. 2021-2022 (Budgeted)	
4011	001	<u>Security</u>	<u>Capital</u> Goldscope SD X Ray Fluorescence Measuring Machine Security Equipments and Scanner			33,611,060	
4011	002						
2011	001			<u>Revenue</u> Security Services Expenditure			
2011	002			Airtime Services Expenses	43,261,758	43,055,774	57,831,318
2011	003			Xray Baggage Inspection System Maintenance Expenses	355,300	352,800	352,800
2011	004			Hand held and Door frame Metal Detector AMC	627,420	1,908,582	1,255,630
2011	005			CCTV Surveillance (Mvirtech)	267,276		
2011	006	Guard Tour System Kit Maintenance Expenses		3,066,000	5,140,244		
2011	007	Security Material Component	44,378	33,261	42,627		
Total Security Expenses				44,556,132	48,416,417	98,237,679	
4012	001	<u>Disaster Management and Safety</u>	<u>Capital</u> ABC Type Fire Extinguisher CO2 Type Fire Extinguisher Godrej Interio Locker Godrej Interio Almirah Megaphone			126,000	
4012	002						378,000
4012	003						197,430
4012	004						75,894
4012	005						45,000
2012	001	<u>Revenue</u> Pest Control Expenses		95,254	320,377	865,100	
2012	002	Fire Extinguisher Refilling Expenses			37,057	197,850	
2012	003	Safety Material Component				18,315	
2012	004	Fire Safety (Sector Wise)				5,400,000	
Total Disaster Management and Safety Expenses				95,254	417,434	7,303,589	
2013	001	<u>Travelling</u>	Vehicle Hiring Expense Accommodation and Air Fare Charges Petrol and Conveyance Expense				
2013	002			132,980	569,751	1,427,976	
2013	003			72,573			
Total Travelling Expenses				227,864	569,751	1,491,976	
4014	001	<u>IT and E- Governance</u>	<u>Capital</u> IT Capital Expenditure (Hardware)			1,514,208	
2014	001			<u>Revenue</u> Scanning & Digitisation Expenses			23,450,000
2014	002			IT Consultancy	536,820		6,000,000
2014	003			E Office			1,150,170
Total IT and E- Governance Expenses				536,820		32,114,378	
2015	001	<u>Health and Welfare</u>	Employee Health Insurance Covid Safety Kit (Mask)			30,000	
2015	002						
Total Health and Welfare Expenses						30,000	
2016	001	<u>Human Resource Development</u>	Training Expenses			189,000	
Total Human Resource Development Expenses						189,000	
2017	001	<u>Rajbhasha Cell</u>	Hindi Consultant (Individual)	801,612	401,333	280,000	
Total Rajbhasha Cell Expenses				801,612	401,333	280,000	
Total				143,120,514	142,680,323	498,139,854	

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

AGENDA ITEM NO. 13 (C)

A) Proposal:

Proposal for waiver of guest house charges to NIT Nagpur.

B) Relevant provision of SEZ Act, 2005 & Rules:

Section 34 of the SEZ Act, 2005 & Rule 7(2) (4) of SEZ Authority Rules, 2009.

C) Other information:

SEEPZ-SEZ Authority has given Work Order No. SEEPZ-SEZ/ESTATE/TPA/64/2019-20/01580 dated 28.01.2021 to NIT Nagpur for Third Party Audit for valuation of works already executed by M/s. National Co-operative Construction and Development Federation of India Limited (NFCD) during the period of 2017-19.

Vide letter dated 16.07.2021 they have requested to waive off the charges of guest house located at BFC Bldg.

Further, vide letter dated 23.08.2021 NIT, Nagpur has stated that they are in the processes of starting the work as third Party Audit of valuation work of existing, Building, repaired/Retrofitted by NFCD. and also informed that from VNIT, Nagpur, Dr. Mangesh V. Madhurwar will be visiting SEEPZ Campus on 28th August, 2021 and requested to arrange for a guest house room for DR. Mangesh Madurwar, as communicated by this office letter dated 04.08.2021, the room will be provided free of charge and the food bill will be paid by Dr. Madhurwar.

D) Recommendation:

The proposal for waiver of guest house charges to NIT Nagpur 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. 14(A)

A) Proposal :-

Proposal for payment to Shri Shyam Traders through GeM Portal for Supply of Tarpaulin Sheet.

B) Relevant provision of SEZ Act, 2005 & Rules :-

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009, read with GFR Rules 147 & 149 (Amended Rule dated 02.04.2019).

C) Other Information :-

SEEPZ SEZ Authority had awarded the contract for Tarpaulins through GeM portal to Shri Shyam Traders vide work order no. GEMC-511687774657198 dated 21.06.2021.

It may be mentioned that Shri Shyam Traders through GeM Portal has submitted the Invoice for Supply of Tarpaulins amounting to Rs.4,48,000/-

A) Recommendation:

The proposal for payment for supply of tarpaulin sheet is placed before the Authority for consideration.

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

AGENDA ITEM NO. 14(B)

A) Proposal :-

Proposal for payment to M/s. Yadgaar Enterprises for paper shredding work at SEEPZ Store room.

B) Relevant provision of SEZ Act, 2005 & Rules :-

Rule 7 (2) (iii) of SEZ Authority Rules 2009.

C) Other Information :-

- 1) Vide Work order dated 05.01.2018 this office has issued for Disposal of Non-hazardous solid waste and shredding of papers.
- 2) M/s. Yadgaar Enterprises had submitted the bill for paper shredding and rent for shredding machine amounting to Rs.60,000/-.
- 3) Further the Caretaker, Security Section & Storekeeper has submitted their report the details are as follows.

Sr. No.	Caretaker's Report	Security Section Report	Storekeeper's Report
1	Caretaker on 18.05.2018 conveyed that the information about the number of days manpower and machine provided by the agency for shredding work will be confirmed by security Section and the Storekeeper.	Security Section in their note dated 25.06.2018 conveyed that the M/s. Yadgaar Enterprises completed the old record cutting of the gate passes of the security section by shredding machine and manpower at main gate in a period of two to three weeks. Workers and machines for shredding work and keeping records of the work days could not be provided by Security section, hence	Storekeeper in their note dated 19.07.2018 conveyed that M/s. Yadgaar Enterprises has completed the old paper shredding of SEEPZ office by shredding machine and manpower in the basement of Bank of India (Warehouse of SEEPZ office). No certification was given w.r.t. no. of workers and the shredding machine and total number of days taken to

		they did not certify the total number of days and work.	execute work.)
2		Security Section vide their note dated 20.12.2018 submitted the list of daily gate passes issued between 25.11.2017 to 29.12.2017 to the workers of M/s. Yadgaar Enterprises. Its verified from list the total manpowers who entered in SEEPZ of M/s. Yadgaar Enterprises	

- 4) This office vide letter dated 19.02.2019 requested M/s. Yadgaar to provide the list of workers who were present for this work. M/s. Yadgaar Enterprises has submitted the list of workers who worked for the paper shredding.
- 5) It's seen from bill dated 25.04.2018 and letter dated 22.02.2019 of M/s. Yadgaar Enterprises , total 30 working days have been taken to complete the work and from office record it is seen that total no. of workers who worked are 60 only.
- 6) As per Circular dated 24.02.2020 issued by MIDC the rate of daily wages for per person engaged on job basis has been fixed for unskilled labours @ 734 and semiskilled labours @ 759 (Zone I).
- 7) It is observed that this works amount to semiskilled works. However rate for semiskilled works to made applicable is @Rs.759/- as per MIDC circular. Since the M/s. Yadgaar Enterprises has claimed @750/-. Payment has been calculated @ Rs.750/- for paper shredding work at SEEPZ store room as follows :-

Sr. No.	Particular	Manday	Rate of per day	Amount
1	No. of workers	60	750	45,000/-
2	Rent of shredding machine	30	500	15,000/-
	Total			60,000/-

A) Recommendation:

The Proposal for payment to M/s. Yadgaar Enterprises for paper shredding work at SEEPZ Store room submitted before the Authority for consideration.

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

AGENDA ITEM NO. 14(c)

A) Proposal :-

Proposal for payment to M/s. Avi Plast for operation and maintenance of bio-gas plant.

B) Relevant provision of SEZ Act, 2005 & Rules :-

Rule 7 (2) (iii) of SEZ Authority Rules 2009.

C) Other Information :-

The proposal payment to M/s. Avi Plast for operation and maintenance of bio-gas plant was placed before the 45th Authority Meeting held on 25.06.2020. During the Meeting, Authority was appraised that the said payments will be released without any delay once the due diligence is done in these cases along with other outstanding liabilities and a detailed status report on admissibility and payment thereof which shall be submitted to the authority for scrutiny and directions subsequently.

Following are the submission:-

- 1) Civil engineer vide letter dated 29.06.2021 & 30.06.2021 has submitted the report and stated that due to the lock down imposing in Mumbai since March, 2020, the operation and maintenance of the Bio-gas plant was not carried out by the agency in the month of April, 2020 & May, 2020. However considering the essential service of above job, the operation and maintenance was restored in the month of June, 2020.
- 2) During the period of April, 2020 & May, 2020, the bio-gas plant was not in operation due to the imposing the lock down for Covid-19.
- 3) M/s. Avi Plast has successfully carried out the operation & maintenance of Bio-gas plant for the period from June, 2020 to May, 2021.
- 4) During lock down period, the waste material required for inserting the same in plant was not in adequate quantity hence the concern agency has procure the cow dung & bio gas slurry from outsource, @ their own cost to keep the plant in operation mode.

- 5) The quantity of gas produced in the plant was supplied to the nearby ICH canteen & part of gas was used to boil the water so that the hot water can be inserted in the plant to keep the bacteria in live condition. The gas meter is installed in the ICH canteen premises which are in out of order condition.
- 6) During this lock down period the waste generated from the canteen is about 3.00 M.T. per month as against 90.00 M.T. per month as the existing canteens in the SEEPZ SEZ zone are not function in full swing. The plant cannot be kept in idle condition but should be in regular operation mode so that the required bacteria can be generated & will be in active condition
- 7) Agency has also submitted the detailed month wise statement for waste received in the plant & waste utilize in the plant.

In this regard, following are the submissions:-

- 1) It is seen that approval for extension to M/s. Aviplast was never placed in the Authority meeting.
- 2) Accordance to the tender notice dt. 22.09.2015, the work order no. SEEPZ-SEZ/EMS/BIOGAS/25/2015-16/360 dated 12.01.2016 was issued amounting to Rs. 1,01,000/- per month and with an increase by 10% next every year.
- 3) As validity of the existing tender expired on 12.01.2019 and as finalization of the fresh tender would take time, the Competent Authority vide letter no. SEEPZ-SEZ/EMS/AVI/440/2016-17/00175 dated 03.01.2019 extended the validity of this contract upto finalization of new tender.
- 4) However there was leakage of gas in the biogas plant, which needed urgent repair. Therefore while floating the tender, the issue of gas leakage repair was also taken care off.
- 5) Tender was floated for operation and maintenance and one time repairing cost of the gas leakage. The bidder i.e. M/s. Aviplast was awarded the contract on 03.10.2019 with a validity upto 3 years @ Rs. 1,78,000/- per month and one time repairing cost of Rs. 6,17,600/- of the existing 5 TPD biogas plant to stop leakages.
- 6) On receipt of the work order in Oct. 2019, M/s. Aviplast repaired the leakage and the plant commenced from Nov. 2019.
- 7) The agency has requested for release of payment for the period Apr. to Sept. 2019 @ Rs.1,06,933/- per month. The said payment pertains to the extended work order dt. 12.01.2016.
- 8) Agency has also requested to release the payment for the payment Nov. 2019 to Mar. 2020.
- 9) Caretaker letter dated 02.07.2021 has submitted the report and stated that due to the lock down imposing in Mumbai since 23.03.2020, the operation and maintenance of the Bio-gas plant was not carried out by the agency in the

month of April, 2020 & May, 2020. The biogas plant was started from the month of June, 2020 but due to Corona epidemic, all the canteens located in the SEEPZ premises were closed as per the instructions given by the Government. After the relaxation in the instruction given by the Government, the canteen was started at a low percentage, due to which the gas is becoming less due to less waste in the biogas plant and their work is satisfactory.

10) Presently the plant is functional based on the work order dt. 03.10.2019 and therefore the payment for release for the following period already submitted :-

(i) Rs.1,06,933/- per month for the period Apr. to Sept. 2019 as per the work dt. 12.01.2016

(ii) Rs.1,78,000/-per month for the period Nov. 2019 to March, 2020 and June, 2020 to May, 2021 as per the current work order dt. 03.10.2019

Budget (2019-20)	Rs.17,33,694/-
Budget (2020-21)	Rs.22,42,800/-
Budget (2021-22)	Rs.24,57,290/-
Total Budget	Rs.64,33,784/-
Total amount paid to agency (2019-21)	Rs.36,67,598/-

Recommendation:

The proposal for payment to M/s. Avi Plast for operation and maintenance of bio-gas plant.

Seepz Sez Authority

Budgeted Income and Expenditure Statement for F.Y. 2021-22

Major Head	Minor Head	Major Head	Minor Head	F.Y. 2019-2020 (Actual)	F.Y. 2020-2021 (Actual)	F.Y. 2021-2022 (Budgeted)
Income						
1000	001	<u>Income from Rent</u>	Lease Rent	345,337,036	344,973,252	379,470,687
1000	002		Service Charges	84,131,434	82,095,901	90,305,491
1000	003		Fire Cess Income	10,866,468	10,607,685	11,668,453
1000	004		Penal Interest	18,445,587	13,654,320	15,019,752
Total Income from Rent				458,780,525	451,331,257	496,464,383
Other Income						
1001	001		Gate Pass Income	21,295,160	13,620,200	14,982,220
1001	002		Crech Contribution	540,000	565,000	621,500
1001	003		Fine & Penalty-Security Sections	529,660	312,074	343,282
1001	004		Rent - Seepz Quarters	3,420,080	3,984,478	4,382,926
1001	005		Sale of Gutter Waste	-	8,175,341	8,992,875
1001	006		Sale of Investment Powder	-	-	-
1001	007		Sale of Non Hazardous waste	4,534,844	3,218,866	3,540,753
1001	008		Income From Guest House	802,000	58,000	63,400
1001	009		Tenancy Agreement Fine & Penalty Income	53,692	229,504	252,454
1001	010		Terrace Rent Income	1,200,000	3,575,342	3,992,876
1001	011		Interest on Savings Account	8,978	8,098	8,908
1001	012		Interest on Security Deposit	84,079	16,157	17,773
1001	013		Interest on fixed Deposit	166,528,340	142,296,606	156,526,267
1001	014		Interest on Income Tax Refund	-	1,770,411	-
1001	015		Rent Income from BFC Building	329,500	-	-
1001	016		Miscellaneous Income	24,711,620	11,849,935	13,034,929
Total Other Income				224,037,953	189,680,012	206,700,561
Total Income				682,818,478	641,011,270	703,164,945
Expenditure						
2000	001	<u>Establishment Expenses</u>	Bank Charges	4,672	4,631	3,854
2000	002		Lease Rent Expenditure-MIDC	394,500	394,500	394,500
2000	003		Electricity Expenses	19,817,678	12,586,844	16,182,597
2000	004		Signage (Sector Wise)	-	-	4,000,000
Total Establishment Expenses				20,216,850	13,085,976	20,580,951
2001	001	<u>Printing and Stationery (Others SEZ Fund)</u>	Permanent Gate Pass	1,602,869	944,877	960,000
2001	002		Vehicle Gate Pass and Stickers	187,299	-	51,550
2001	003		Printing & Stationery Miscellaneous	16,260	28,422	27,000
2001	004		DTP Design Charges	-	-	50,000
Total Printing and stationery (Others SEZ Fund) Expenses				1,806,428	973,299	1,088,550
2002	001	<u>Advertisement</u>	Newspaper Advertisement	1,601,629	1,056,238	1,462,000
Total Advertisement Expenses				1,601,629	1,056,238	1,462,000
2003	001	<u>Professional and Legal Charges</u>	Accounting Charges, Billing Services and Income Tax Assessment	3,388,500	2,916,000	2,308,500
2003	002		Internal Audit Fees	594,000	99,000	99,000
2003	003		Tax Audit Fees	26,356	30,000	30,000
2003	004		CRA Audit Fees	106,875	120,000	130,000
2003	005		Legal Charges	1,253,300	1,802,000	1,982,200
2003	006		ISO Certification Consultant (Individual)	-	-	500,000
2003	007		Civil Engineer (Individual)	480,000	480,000	360,000
2003	008		Electrical Engineer (Individual)	600,000	600,000	450,000
2003	009		Labour Consultant (Individual)	451,612	-	320,000
2003	010		Security Consultant (Individual)	-	-	400,000
2003	011		Structural Audit	-	-	358,500

32,55,674

Major Head	Minor Head	Major Head	Minor Head	F.Y. 2019-2020 (Actual)	F.Y. 2020-2021 (Actual)	F.Y. 2021-2022 (Budgeted)
2003	012		Consultant for Assisting in Operationalising Power			
2003	013		Distribution License			600,000
2003	014		Public Procurement Consultant (Individual) Audit for Valuation			1,050,000
Total Professional and Legal Charges Expenses				6,900,643	6,047,000	11,788,200
2004	001	<u>Salaries</u>	Outsourcing of Data Entry Operators	1,546,017	5,331,062	7,220,037
2004	002		Outsourcing of Helper and Liftman Charges	9,638,517	10,664,040	9,297,747
2004	003		Outsourcing of MBA Executive Charges	568,813	433,200	346,500
2004	004		Pump Operator Salary	360,000	360,000	360,000
2004	005		Machine Operator Salary	165,120	288,000	264,000
2004	006		Honorarium and Phone Allowance	205,270	252,877	276,000
Total Salaries Expenses				12,483,737	17,329,179	17,764,284
2005	001	<u>Electrical</u>	Elevator Maintenance Expenses	641,496	2,008,673	2,158,141
2005	002		Street Light AMC	2,996,184	2,996,184	2,996,184
2005	003		AC Maintenance Expenses	149,077	862,528	1,488,420
2005	004		APFC Panels Supply and Installation	-	-	880,000
2005	005		Electrical Material Component (Sector Wise)	-	-	34,230,000
2005	006		Gen Set Maintenance	-	-	700,000
Total Electrical Expenses				3,786,757	5,867,385	42,452,745
2006	001	<u>Civil</u>	Fixing of Tarpaulins	-	408,181	3,255,674
2006	002		Fixing anodized aluminium and openable windows (MIDC)	-	-	46,052,700
2006	003		Repair & Maintenance Expenses (Material Component)	71,783	2,176,739	1,991,083
2006	004		Repair & Maintenance Expenses (Labour Component)	317,891	3,147,800	205,480
2006	005		Civil Repair & Maintenance Expenses (Sector Wise)	-	-	176,800,000
Total Civil Expenses				389,674	5,732,720	228,304,936
4007	001	<u>Water</u>	<u>Capital</u> Water Pump Motor	-	-	-
2007	001		<u>Revenue</u> Water Charges	5,450,931	6,061,104	5,459,891
2007	002		Water Purifier Maintenance and Water Testing Expenses	31,450	15,740	20,733
Total Water Expenses				5,482,381	6,076,844	5,480,624
2008	001	<u>Guest House</u>	Guest House Maintenance Expenses	596,039	559,250	397,454
2008	002		Guest House Renovation Expenses	-	-	200,000
Total Guest House Expenses				596,039	559,250	597,454
2009	001	<u>Utilities</u>	Creche for Children	1,203,592	626,329	930,108
2009	002		Internet Leased Line Charges	28,967	112,500	244,935
2009	003		Paper Sheding machine & labour	20,000	-	60,000
2009	004		Tally AMC	11,625	13,522	3,754
2009	005		Miscellaneous Expenses	-	-	-
Total Utilities Expenses				1,264,184	752,351	1,238,797
2010	001	<u>Cleaning and Maintenance</u>	STP Maintenance Expenses	4,783,324	3,079,596	2,162,160
2010	002		Removal of Dead Trees and Trimming of grown trees	1,690,461	1,096,938	1,417,500
2010	003		House Keeping Expenses	30,752,500	26,209,113	20,404,800
2010	004		Bio gas plant Maintenance Expenses	1,733,694	2,242,800	2,457,290
2010	005		Segregation of Dry and Wet Waste	3,400,276	-	-
2010	006		Investment Powder Sample Testing Expenses	14,255	34,504	38,000
2010	007		Day to Day Maintenance Expenses	-	2,732,196	1,254,941
Total Cleaning and Maintenance Expenses				42,374,510	35,395,147	27,734,691

Major Head	Minor Head	Major Head	Minor Head	F.Y. 2019-2020 (Actual)	F.Y. 2020-2021 (Actual)	F.Y. 2021-2022 (Budgeted)
		<u>Security</u>	<u>Capital</u>			
4011	001		Goldscope SD X Ray Fluorescence Measuring Machine	-	-	-
4011	002		Security Equipments and Scanner	-	-	33,611,060
			<u>Revenue</u>			
2011	001		Security Services Expenditure	43,261,758	43,055,774	57,891,318
2011	002		Airtime Services Expenses	355,300	352,800	352,800
2011	003		Xray Baggage Inspection System Maintenance Expenses	627,420	1,908,582	1,255,630
2011	004		Hand held and Door frame Metal Detector AMC	267,276	-	-
2011	005		CCTV Surveillance (Mvirtech)	-	3,066,000	5,140,244
2011	006		Guard Tour System Kit Maintenance Expenses	44,378	33,261	42,627
2011	007		Security Material Component	-	-	4,000
Total Security Expenses				44,556,132	48,416,417	98,237,679
		<u>Disaster Management and Safety</u>	<u>Capital</u>			
4012	001		ABC Type Fire Extinguisher	-	-	126,000
4012	002		CO2 Type Fire Extinguisher	-	-	378,000
4012	003		Godrej Interio Locker	-	-	197,430
4012	004		Godrej Interio Almirah	-	-	75,894
4012	005		Megaphone	-	-	45,000
			<u>Revenue</u>			
2012	001		Pest Control Expenses	95,254	320,377	865,100
2012	002		Fire Extinguisher Refilling Expenses	-	97,057	157,850
2012	003		Safety Material Component	-	-	18,315
2012	004		Fire Safety (Sector Wise)	-	-	5,400,000
Total Disaster Management and Safety Expenses				95,254	417,434	7,308,589
		<u>Travelling</u>				
2013	001		Vehicle Hiring Expense	132,990	569,751	1,427,976
2013	002		Accommodation and Air Fare Charges	72,573	-	-
2013	003		Petrol and Conveyance Expense	22,301	-	64,000
Total Travelling Expenses				227,864	569,751	1,491,976
		<u>IT and E-Governance</u>	<u>Capital</u>			
4014	001		IT Capital Expenditure (Hardware)	-	-	1,514,208
			<u>Revenue</u>			
4014	001		Scanning & Digitisation Expenses	-	-	23,450,000
2014	002		IT Consultancy	536,820	-	6,000,000
2014	003		E Office	-	-	1,150,170
Total IT and E-Governance Expenses				536,820	-	32,114,378
		<u>Health and Welfare</u>				
2015	001		Employee Health Insurance	-	-	-
2015	002		Covid Safety Kit (Mask)	-	-	30,000
Total Health and Welfare Expenses				-	-	30,000
		<u>Human Resource Development</u>				
2016	001		Training Expenses	-	-	189,000
Total Human Resource Development Expenses				-	-	189,000
		<u>Rajbhasha Cell</u>				
2017	001		Hindi Consultant (Individual)	801,612	401,333	280,000
Total Rajbhasha Cell Expenses				801,612	401,333	280,000
Total				143,120,514	142,680,323	498,139,854