



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

(A Centrally Funded Institute under Ministry of HRD, Govt. of India)
BODOLAND TERRITORIAL AREAS DISTRICTS :: KOKRAJHAR :: ASSAM :: 783370
Website: www.cit.ac.in

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No.CIT/KOK/BWSC/240/1.257..... date 24.02.2014

To

1. The Additional Chief Engineer,
PWD, BTC, Kokrajhar.
2. Mrs. Neelu Das Asstt. Professor HOD (CIVIL) Department.
3. The Executive Engineer,
PWD, Kokrajhar Building Division, Kokrajhar.
4. The Executive Engineer,
PWD, Kokrajhar Electrical Division, Kokrajhar.
5. Sri. Ranjib Baruah ,Architect, Guwahati-05.

Sub: - Submission of Minutes of discussion of building and works committee held on 19.02.2014
at CIT conference hall.

Sir,

Pleased find enclosed herewith the copy of the minutes of Building and Works
committee held on 19.02.2014 at Director Conference Hall CIT for your necessary action
and wide circulation among the concerns officials for needful.

(C.Brahma)

Registrar, CIT, Kokrajhar

E-mail: registrar@cit.ac.i

Encl:-As stated above.

Copy to :-

1. The Director CIT, Kokrajhar for favour of information (Copy enclosed).
2. The CPE, CIT, Kokrajhar for information and necessary action (Copy enclosed).

(C.Brahma)

Registrar, CIT, Kokrajhar

E-mail: registrar@cit.ac.i

The Minutes of the 13th (Thirteenth) Meeting of the Building and Works Committee held on 19/02/2014 (Wednesday) at CIT Conference Hall at 11:30 hrs.

Members Present:

1. Dr. U. S. Dixit, Chairman, BWC.
2. Smt. C. Brahma, Ex Officio Member.
3. Sri R. Kemprai, Member.
4. Sri Ranjib Baruah, Member.

Officials Present:

1. Sri H. Choudhury, CPE, CIT Kokrajhar.
2. Sri Jadu Kr. Basumatary, AEE, PWD, BTAD.
3. Sri Saikat Dutta, AECl, PWD, BTAD.
4. Sri Manik Mushahary, SDO, (Elect.), PWD, BTAD.
5. Sri Anjan Kalita, AECl, PWD, BTAD.
6. Sri Achinta Kr. Brahma, JECl, CIT, Kokrajhar.
7. Sri Apurba Kachary, JEEL, CIT, Kokrajhar.
8. Sri Utpal Baruah, Architect.

The Meeting was presided over by Dr. U. S. Dixit, Chairman of the Committee and after threadbare discussion of the items of the agenda of the meeting, the following decisions were taken agendawise and minuted accordingly.

- 01. Agenda:** Approval of additional cost for providing fitting fixing special type Water supply and Sanitary items in the Guest House of CIT, estimated ₹ 24,67,000-00 (Rupees Twenty-four lakhs Sixty-seven thousand only).

Resolution: The papers related to the additional cost for providing fitting-fixing special type Water-supply and Sanitary items, fitted in the Guest House of CIT were verified and it was decided by the members of the Committee to constitute a Sub-Committee in order to scrutinize the related papers of cost component as well as labour components. After receipt of report of the Sub-Committee, the Competent Authority shall take action for approval of the said additional cost involvement and release thereof. The Sub-Committee so framed comprises of the following members – a) Sri H. Choudhury, CPE CIT Kokrajhar, Convener, b) Sri A. Chakrabarty, EE, PWD (Bldg.), BTAD, Kokrajhar, c) Smt. Neelu Das, HoD, Civil Engineering, CIT, Kokrajhar.

- 02. Agenda:** Approval of Construction of Peripheral drain (RCC) along the boundary wall of Northern side of CIT, estimated ₹ 23,18,000-00 (Rupees Twenty-three lakhs Eighteen thousand only).

Resolution: The Construction of Peripheral drain (RCC) along the Northern side of CIT was discussed in detail and considering the necessity of the same to take care of the disposal of rainwater as well as sewerage of the adjoining villages and CIT Campus the construction of the drain for an amount of ₹ 23,18,000-00 (Rupees Twenty-three lakhs Eighteen thousand only) has been agreed by the members of the Committee with condition that work should be carried out after observing required formalities by floating Open Tender for awarding the Work. Considering the present load of workload of the PWD, it was decided that work shall be taken up by the Engineering Cell of CIT. The Committee recommended/approved of ₹ 23,18,000-00 (Rupees Twenty-three lakhs Eighteen thousand only) being the estimated cost of the work.

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03. **Agenda:** Approval of providing Expansion joint of Functional Buildings of CIT, estimated ₹ 18,51,000-00 (Rupees Eighteen lakhs Fifty-one thousand only).
Resolution: The 3 quotations received for providing Expansion-joints for the Functional Buildings of CIT were placed in the meeting for according permission to take up the work urgently before monsoon starts. The members opined that work may be carried out by the lowest quotationer with the specification of high performance joint-sealing system "Sikadur®-Combiflex© System" after observing necessary required formalities. The value of the work as per lowest bidder's quoted rate amounting to ₹ 18,51,000-00 (Rupees Eighteen lakhs Fifty-one thousand only) was recommended/approved for construction of the same.
04. **Agenda:** Approval of terms and condition in connection with execution of construction works of CIT with PWD BTC and CIT.
Resolution: The draft copy of the Terms and Conditions in connection with the execution of construction work of CIT with PWD, BTAD was discussed and the copy of the same was handed over to the Sri R. Kemprai, ADDL-CE (PWD) and member of the Committee to take view of the PWD Department in regards of addition/alteration/modification if any for consideration of CIT, with a request to submit the same within 7 days.
05. **Agenda:** Approval of Agreement for Consultant services of Civil, electrical and other allied works pertaining to the infrastructure development works of CIT between Designers Plenum, Guwahati and CIT.
Resolution: The draft copy of agreement for consultancy service of Civil, Electrical and other allied works pertaining to the infrastructure development of CIT between Designer's Plenum, Guwahati and CIT was handed over to Sri Ranjib Baruah, Proprietor of the firm to take view in regards of addition/alteration/modification if any for consideration of CIT, with a request to submit the same within 7 days.
06. **Agenda:** Discussion of engagement of Consultant for Civil, Electrical and other allied works pertaining to the infrastructure development works of CIT, through Open Tender.
Resolution: It was decided in the meeting that the Architect for the consultancy services for infrastructure development works should be selected through Open Tender from the empaneled Architects selected by inviting technical bids and other required credentials for consultancy service. In view of this, an Expression of Interest for empanelment of the Architect for consultancy services shall be advertised through the newspaper as well as in the Institute website by CIT.
07. **Agenda:** Formal Handing over the completed Bldgs. as per Minutes of discussion held on 09/01/2014
Resolution: Regarding the formal handing over of the completed buildings of CIT the Engineering Cell of CIT and PWD, BTAD shall complete the process of handing over and taking over after observing required formalities as per Minutes of discussion held with the PWD, BTAD Officials on 09/01/2014.
08. **Agenda:** Discussion of approval of additional work of installation of Modular Furniture at Administrative building office for amounting to ₹ 26,49,917-00 (Rupees Twenty-six lakhs Forty-nine thousand Nine hundred Seventeen only).
Resolution: Regarding the installation of Modular furniture at Administrative building, members opined that the same is not within the purview of the subject of BWC, hence the same may be placed before the next BoG Meeting for approval.

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09. **Agenda:** Discussion of the progress of ongoing works and its bottleneck if any.

Resolution: The progress of the ongoing works was discussed and the AE, PWD present in the meeting was requested to complete the old works viz., construction of Canteen and construction of Barrack and construction of Health Centre within June 2014. The AE, PWD informed in the meeting that non-getting of detailed estimate of water-supply and sanitary works, the completion of the same is getting delayed. He also informed that the detailed door and window schedule of Lecture Halls and Library is not yet received from architect/Consultant. Sri R. Baruah, Architect agreed to send the detailed estimate of Water-supply and Sanitary works of all the ongoing buildings and detail door and window schedule of Lecture-Halls and Library Building within 7 days. Sri S. Dutta, AE, PWD was entrusted to Co-ordinate with the Consultant for all technical matters such as timely issue of construction drawings, level to be kept at different stages and all other technical details of the ongoing works to keep pace with the target schedule completion. In the query of the AEE, PWD (Electrical), regarding the administrative approval of the Electrical Works, CPE CIT informed that the same shall be given within 7 days as preparation of the detailed estimate as per APWD schedule of rate for the year 2014 has suffered a reasonable delay for late publication of the schedule by the authority. The Consultant was requested to prepare the estimate as per latest schedule of rate and to submit the same in time to take action by CIT accordingly.

010. **Agenda:** Any other item with permission of Chair.

Resolution: None discussed.

The Meeting ended with Vote of Thanks.



(C. Brahma)

Registrar, CIT, Kokrajhar.

[Email: registrar@cit.ac.in]

Date : 19/02/2014

Venue : CIT Kokrajhar
Conference Hall

13th meeting Building Works Committee Meeting

Members Present

Signature

1. Dr. UDAY S. DIXIT

U. S. Dixit

2. Chaitali Beahra

Chaitali Beahra
19/2/14

3. Rajesh & Deepthi

Rajesh & Deepthi
19/2/14

4. Jaluku Biswas

Jaluku Biswas
19/2/14

5. Naikal Dutta

Naikal Dutta
19/2/14

6. Mozik Mshahary

Mozik Mshahary
19/2/14

7. Anjan & Anis

Anjan & Anis
19/2/14

8. Ranjib Baruah

Ranjib Baruah

9. Hrishikesh Choudhury

Hrishikesh Choudhury

10. Achintu K. Brahma

Achintu K. Brahma

11. Apurba Kacham

Apurba Kacham

12. Ulpal Baruah

Ulpal Baruah

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Date : 19/02/2014

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Conference Hall

13th meeting Building Works Committee Meeting

Members Present

Signature

1. Dr. UDAY S. DIXIT

U. S. Dixit

2. Chaitali Bhalma

Chaitali Bhalma
19/2/14

3. Rajesh Choudhary

Rajesh Choudhary
19/2/14

4. Jalukh. Bisanath

Jalukh. Bisanath
19/2/14

5. Haikal. Dutta

Haikal. Dutta
19/2/14

6. Mazik Mshahary

Mazik Mshahary
19/2/14

7. Anjan Kumar

Anjan Kumar
19/2/14

8. Ranjib Baruah

Ranjib Baruah

9. Hrishikesh Choudhary

Hrishikesh Choudhary

10. Achintu K. Brahma

Achintu K. Brahma

11. Apurba Kachary

Apurba Kachary

12. Utpal Baruah

Utpal Baruah
