



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार  
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

Deemed to be University, MoE, Govt. of India

Kokrajhar, BTAD, Assam 783370

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**MINUTES OF THE 27<sup>th</sup> MEETING OF THE BUILDING AND WORKS COMMITTEE (BWC) OF CIT, KOKRAJHAR HELD AT BOARD ROOM, IIT GUWAHATI ON 26<sup>TH</sup> APRIL, 2022 AT 05-30 P.M.**

**BWC Members Present**

Sl. No	Name	Designation
1.	Prof. T.G. Sitharam, (Chairman)	Director, IIT Guwahati & Director (Additional Charge), CIT, Kokrajhar
2.	Sri Achint Kumar (Nominated Member from Shri Murli Mandhar Singh, Director (Technical). Ministry of Education, Govt. of India.	Under Secretary, Ministry of Education, Govt. of India. (Present through Online mode)
3.	Shri Dipankar Sutradhar, (Nominated Member from the President of CIT Society, BTR, Kokrajhar, Assam)	Assistant Professor. Department of Instrumentation Engineering, CIT Kokrajhar
4.	Prof. Sukumar Nandi, (Nominated Member from the Chairman, BoG, CIT Kokrajhar)	Professor, Department of Computer Science and Engineering, IIT Guwahati.
5.	Prof. Manas Kamal Bhuyan,	Professor, Department of Electronics and Electrical Engineering, IIT Guwahati. (Dean IPM, IIT Guwahati)
6.	Er. Nirupam Roy,	Additional Superintending Engineer, IIT Guwahati
7.	Dr. Bihung Brahma, (Nominated Faculty Member of CIT Kokrajhar)	Assistant Professor, Department of Humanities and Social Science, CIT Kokrajhar & Dean (Student Affairs), CIT Kokrajhar
8.	Ms. Chaitali Brahma, Non- Member Secretary, BWC CIT Kokrajhar.	Registrar, CIT Kokrajhar

**Invitees Present**

Sl. No	Name	Designation
1.	Dr. Biswarup Saikia,	Associate Professor & Dean (Planning & Development), Department of Civil Engineering, CIT Kokrajhar.
2.	Dr. Monomoy Goswami,	Professor & In-charge (Engineering Cell), Department of Civil Engineering, CIT Kokrajhar.

The Chairman, BWC, CIT Kokrajhar welcomed all members and invitees. The details of the deliberations made and the resolutions taken are provided below:

**Item no. 27.01. Confirmation of the Minutes of the 26<sup>th</sup> Meeting of BWC of CIT, Kokrajhar through circulation.**

The minutes of the 26<sup>th</sup> BWC meeting of Building and Works Committee of CIT, Kokrajhar was circulated to the members of the committee. The copy of the Minutes was enclosed.

As no comments were received the minutes may be considered as being confirmed.



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**Resolution:** The members approved the minutes.

**Item no. 27.02. Action taken Report (ATR) on the Resolution of the 26<sup>th</sup> BWC meeting of CIT, Kokrajhar through circulation.**

Timely action on the resolutions of 01 (One) Agenda items of the 26<sup>th</sup> BWC meeting was taken as detailed in the Action Taken Report (ATR) and discuss any further course of action, if any that may considered necessary.

**Deliberations:** The members discussed the matter at length. Dr. Bihung Brahma, Committee Member of 33 KV feeder line project of CIT Kokrajhar, elaborated on the current status of the ongoing feeder line and Sri Nayan Mani Talukdar, Assistant Engineer (Electrical) appraised the current status of the ongoing Sub-Station work under execution by the APDCL. The Chairman, BWC stated that the MoE, Govt. of India should be approached for funding the additional requirement of **Rs. 1,03,36,351/- (Rupees One Crore Three Lakhs Thirty Thousand Three Hundred Fifty-One Only)** raised for completing the work by APDCL.

**Resolution:** It was resolved to place the requirement for additional funds for completing the work of dedicated feeder line in the FC/BoG.

**Item no. 27.03. Proposal to consider and approve the procedure followed by CIT Kokrajhar for execution of infrastructural activity.**

In reference to email received from the MoE, Govt. of India dtd 03.07.2021, 24.08.2021 & 12.01.2022, the procedure followed by CIT Kokrajhar for execution of constructional activity was provided for information. In this regard, a declaration was sent to the MoE, Govt. of India citing that the CIT Kokrajhar adhere the applicable standard i.e. Manual for Procurement of Works 2019, latest CPWD manual, GFR.

For execution of the work contract by CIT Kokrajhar resolved by the 2<sup>nd</sup> Society Meeting of CIT Kokrajhar dtd 04.06.2015 as '**CIT Kokrajhar can outsource some private / Govt. agency for upcoming projects to speed up the activities**'. The same was agreed by the 15<sup>th</sup> BWC meeting dtd 16.06.2015 (Agenda No. 15.10) enclosed at **Annexure – B**. The MoM of 15<sup>th</sup> BWC meeting was confirmed in the 16<sup>th</sup> BWC meeting dtd.23.11.2015 and the MoM of 16<sup>th</sup> BWC meeting was approved in the 10<sup>th</sup> BoG meeting dtd.02.12.2015 enclosed.

Accordingly work contract execution by CIT Kokrajhar was considered as being in order. For execution of the work contract CIT Kokrajhar as '**executing agency**' follows the NIT bid document of IIT Guwahati which was approved in the 16<sup>th</sup> BWC dtd. 23.11.2015 and 10<sup>th</sup> BoG dtd. 02.12.2015 of CIT Kokrajhar. As '**executing agency**' was also reflected when applying for HEFA loan amounting to **Rs. 36.70 Crore** for constructional activity to the MoE, Govt. of India and HEFA. The loan was approved by the MoE, Govt. of India vide letter no. **F.No. 7-5/2019-TS.VII dtd. 24.09.2019**.

Members were requested to recommend/approve the procedure followed by CIT Kokrajhar for execution of the work contract as executing agency.

**Deliberations:** The members discussed the matter and observed that CIT Kokrajhar could continue as an '**executing agency**' for the ongoing works (HEFA and Non- HEFA) for which progress had been achieved. The Chairman, BWC, CIT Kokrajhar asked the



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Engineering Cell to prepare a list of all ongoing capital works for taking up in the next FC/BoG meeting for post-facto approval.

**Resolution:** It was resolved to seek the FC/BoG's post-facto approval of the procedure of executing infrastructure activities.

**Item no. 27.04. Proposal to consider and approve the master draft NIT documents for construction and repair works of CIT Kokrajhar.**

The Engineering Cell, of CIT Kokrajhar has updated the master draft NIT documents for construction and repair works as per CPWD works manual 2019, CPWD Maintenance manual 2019 and Manual for Procurement of works 2019 which was placed before the members. It was informed that CIT Kokrajhar followed the NIT document floated by IIT Guwahati after necessary changes in the relevant field.

Members were requested to recommend/approve the master NIT documents for construction and repair works of CIT Kokrajhar.

**Deliberations:** The members discussed the agenda item, and asked CIT Kokrajhar to send the draft NIT document to the Internal Audit Team of IIT Guwahati for vetting. Members expressed that the work should be separately categorized into 'Original' and 'Repair' types. It was recommended that on vetting the documents by IIT Guwahati, the same would be placed for FC/BoG's approval.

**Resolution:** It was resolved to seek the vetting of IIT Guwahati, and subsequent approval of the Master draft NIT documents from the FC/BoG.

**Item no. 27.05. Proposal to consider and approve the limit of the estimated cost for construction and repair works to be executed by Engineering Cell of CIT Kokrajhar.**

A joint meeting with CPWD and CIT officials were conducted on 09.09.2021. MoM created was placed to the members highlighting that CPWD would take up work of minimum value of Rs. 1.0 Crore. Moreover as per clause no 3.1.2 of Manual for Procurement of Works 2019, it is to be noted that CIT Kokrajhar an autonomous educational institute under MoE, Govt. of India having its own 'Engineering Cell' can execute the construction and repair works. It was informed to the members that prior to the establishment of the 'Engineering Cell', all construction work (completed and ongoing) were being executed by the State PWD.

The members were also requested to advise CIT Kokrajhar for delegation of power for execution of original construction and repair works.

**Deliberations:** The members recommended that the 'Engineering Cell' of CIT Kokrajhar could execute 'Original' works of value up to **Rs. 5.0 Lakh** and 'Repair' work of value up to **Rs. 50.0 Lakh**. 'Original' works of value above **Rs. 5.0 Lakh** should be executed by any Govt. Agencies/PSU like PWD/CPWD/MES etc. as per the provisions of the GFR.

**Resolution:** The members resolved to seek the FC/BoG's approval of the recommended limits of the estimated cost for construction and repair works to be executed by Engineering Cell of CIT Kokrajhar.

**Item no. 27.06. Proposal for approval of Empanelled Architects for Construction Works of CIT Kokrajhar.**



# केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार

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As per resolution of 19<sup>th</sup> BWC meeting dtd. 18.05.2017 at agenda no 19.03, the tender committee recommended following architects for construction works of CIT Kokrajhar.

1. M/s ENARCH Consultants Pvt. Ltd. Noida.
2. M/s Perspective, Bongaigaon, Assam
3. M/s Rajkhowas Aarchi, Guwahati, Assam.

The same was placed before the BWC during its 19<sup>th</sup> meeting held on 18.05.2017 in which the BWC recommended the empanelment for approval of the BoG. However, the BoG, in its 14<sup>th</sup> meeting held on 22.05.2017, resolved to withdraw the Agenda Item No. 14.03 corresponding to the consideration of the 19<sup>th</sup> BWC's MoM citing that the 'empanelment of architect was not completed and properly justified'. Subsequently, the empanelment was reported in the 'Action Taken Report (ATR)' of 19<sup>th</sup> BWC meeting and placed for confirmation before the BWC in its 20<sup>th</sup> meeting held on 08.01.2018. The BWC confirmed the ATR and the MoM of the 20<sup>th</sup> BWC meeting was placed before the BoG for discussion and suggestion of further course of action in the 15<sup>th</sup> BoG meeting held on 24.01.2018. The BoG 'considered and approved' the recommendation placed by the BWC'. Accordingly, the empanelment of the Architect firms was considered as being in order. The contracts with the Architects thus empanelled by following standard procedures are still running since 26.07.2017.

Therefore, members were requested to provide suggestion/recommendation whether to continue with the same architects or to initiate a fresh empanelment.

**Deliberations:** It was discussed that the process of fresh empanelment of Architects through open tendering could be initiated in view of the fact that the current contracts exceeded 03 years. The Members from IIT Guwahati stated that the possibility of inviting work-wise bids from Architects for activities rather than empanelling could be explored. Members also recommended that the current list of the Empanelled Architects would be placed before the BoG for post-facto approval.

**Resolution:** It was resolved to initiate fresh empanelment of Architects through open tendering and to seek the BoG's post-factor approval of the list of the currently empanelled architects.

**Item no. 27.07. Proposal for approval of Interior works of Auditorium.**

As per recommendation of the 10<sup>th</sup> BWC meeting and approval in 14<sup>th</sup> BoG meeting of CIT Kokrajhar, the construction work of Auditorium was handed over to PWD, BTC Kokrajhar in 2014 amounting to **Rs. 16,24,62,067.00 (Rupees Sixteen Crore Twenty-Four Lakhs Sixty-Two Thousand Sixty Two) only**. PWD, BTC Kokrajhar has completed the Civil, Sanitary and part of Electrical works. Therefore, in January 2018, CIT Kokrajhar instructed PWD not to carry out the interior part of the work and hand over the Auditorium construction works as incomplete. Accordingly, the PWD agreed to hand over the Auditorium after completion of the Civil, Sanitary and part of Electrical works to CIT Kokrajhar vide letter no. KOK/BLDG-118/Pt-IV/2018-19/1263, dated 02/08/2019. Till date a total amount of **Rs. 8,42,32,000.00 (Rupees Eight Crore Forty-Two Lakhs Thirty-Two Thousand) only** was released to PWD, Kokrajhar.

The matter was discussed in the 5<sup>th</sup> Society meeting held on 08.11.2021 and resolved by the Hon'ble President of CIT Society Sri Promod Boro, Hon'ble CEM, BTR,



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Kokrajhar, Assam that one letter was to be send to the Principal Secretary, BTR, Kokrajhar, Assam for initiating the matter with the concern authority. The copy of the letter was enclosed for information.

Therefore, members were requested to advise whether to go for detailed interior works by preparing detail drawings, specifications and estimate by engaging an empanelled Architect or to initiate the process of inviting EOI from specialized firms.

**Resolution:** It was resolved to initiate the design and estimate of the balance interior works of the Auditorium after finalization of the new empanelled Architects, and to place before BWC for further recommendation.

**Item no. 27.08 Proposal for approval of Repair / Renovation of Lighting Arrester Earthing System of Type – I & Type – II Quarters at CIT Kokrajhar.**

The construction work of Type – I & Type – II Quarters were executed by the PWD, BTR, Assam. In the month of August 2021 due to heavy Lighting Stroke the electrical equipment's such as TVs, fans, inverters as well as four LAN switches got damaged. During site inspection it was noticed that some of the Lighting Arrester installed got damaged, disconnected from the GI strips due the rusting and also from the earth electrode at ground. For avoiding reoccurrence of such situation repair / renovation of the earthing system needs to be done. One UG cable connecting B-3 quarter also got damaged and presently power feed with temporary looping connection. This is an urgent requirement for the residents of the affected quarters due non-availability of internet connectivity.

In view of the above detail estimates of the above work was prepared amounting to **Rs. 4,62,511.00 (Rupees Four Lakhs Sixty-Two Thousand Five Hundred Eleven) only** as per DSR (E&M) 2018 and CPWD cost index for Kokrajhar District vide office memorandum no. 17(6)/Works/Vol-II/2021/1779(H) Dtd. 06.08.2021 and Market price for supply of UG cable which was placed to the members.

Members were requested to consider and recommend for approval in FC/BoG.

**Deliberations:** Observing that the estimated amount is below Rs. 5.00 Lakh, and that the repair/renovation of Lightning Arrester Earthing systems were very important for safety and security, the members recommended that the works could be executed by the Engineering Cell, CIT Kokrajhar after securing approval of the FC/BoG.

**Resolution:** It was resolved to take up the execution of the project by the Engineering Cell, CIT Kokrajhar after securing approval of the FC/BoG.

**Item no. 27.09. Proposal for approval of essential repairs of damaged doors, windows and cupboards of rooms, and damaged tiles and floors in different hostels buildings.**

The essential requirement of repairing damaged doors, windows and cupboards of rooms, and damaged tiles and floors in different hostel buildings were indicated time to time by the Hostel management committee. On the basis of the requirements indicated by the Hostel management Committee, the Maintenance section prepared a detailed estimate amounting to **Rs. 2,89,500.00 (Rupees Two Lakhs Eighty-Nine Thousand Five Hundred only)**. The Hostel Management Committee recommended that this work has to be carried out immediately and that the amount could be spent



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from the Hostel maintenance fund. The Hostel Management Committee's recommendation together with the detailed estimate was put up for information to the members.

Members were requested to consider and recommend for approval in FC/BoG.

**Resolution:** It was resolved to execute the works by the Engineering Cell, CIT Kokrajhar after approval from the FC/BoG.

**Item no. 27.10.** **Proposal for initiating the process for undertaking urgent repair and construction works at CIT Kokrajhar.**

**(i) Prevention of serious water leakage problem by repairing the entrance area of the central library building.**

A serious water leakage problem affecting the entire corridor area, UPS room, anti-theft security gate etc. exists at the entrance of the main library building. The Librarian, Central Library, CIT Kokrajhar brought up this issue a number of times on earlier occasions, and again requested recently by email on 04.04.2022 to resolve the issue at the earliest. In response, the Engineering Cell inspected the area and observed that urgent repair works would be required at the roof level through coverage of the wall gap by canopy with CGI sheet and associated gap-filling using epoxy.

A plan and a preliminary estimate of this work would have to be prepared by engaging a consultant. The members may advise the procedure to be adopted in this regard.

**(ii) Mitigation of seating inadequacy in hostel mess through construction of an additional Dining Hall for Boy's Hostel with 100 seating capacity**

The Agenda No. 9 of the MoM of the Deans with the Director, CIT Kokrajhar dtd. 11.01.2022, an additional hostel dining hall with 100 seating capacity is proposed to be constructed at the earliest to mitigate the difficulties faced by the boarders of two 750 capacity hostels during dining times.

A plan and a preliminary estimate of this work would have to be prepared by engaging a consultant. The members may advise the procedure to be adopted in this regard.

**(iii) Seepage prevention and providing for additional floor space and a toilet block as per AICTE's norms and directives through construction of roof coverage with side walls over the Central Library building.**

The existing RCC roof of the Central Library needs repair at patches to prevent rain water seepage and the associated problems. During inspection by the Engineering cell it was found that complete coverage of this roof by steel structure and CGI sheet with suitable overhangs would be effective in preventing the water seepage. This would also provide an additional benefit of meeting the mandatory requirement of providing additional floor space and a toilet block in the library building as per AICTE norms and as highlighted during deemed-to-be-University related inspections by the Authorities.

A plan and a preliminary estimate of this work would have to be prepared by engaging a consultant. The members may advise the procedure to be adopted in this regard.

**(iv) Seepage prevention in Guest House.**



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The existing walls and RCC roof of the Guest House building needs immediate repair for prevention of water seepage that has seriously impacted the utility and damaged the aesthetics of the Guest house of the Institute. Immediate attention is required to modify the roofing structure in order to stop seepage of rain water and the associated damages.

A plan and a preliminary estimate of this work would have to prepared by engaging a consultant. The members may advice the procedure to be adopted in this regard.

**(v) Providing for Research Scholar rooms.**

The institute currently does not have any room to accommodate 122 research scholars in various ongoing PhD programmes. Making provisions for some of these requirements is therefore urgently required. It is proposed to erect a light structure with steel truss and CGI roofing on the roof of the walkway at the entrance to the library building. This would create about ten rooms each accommodating about four scholars thereby partially meeting the urgent requirement.

A plan and a preliminary estimate of this work would have to prepared by engaging a consultant. The members may advice the procedure to be adopted in this regard.

**(vi) Providing for book storage space in the Library Building.**

The library of the institute is in urgent need of storage space for accommodating a large volume of hard-copy resources. It is proposed that the existing walkway at the entrance to the library building in the ground floor would be converted to a storage space and a new walkway would be constructed alongside for providing access to the library.

A plan and a preliminary estimate of this work would have to prepared by engaging a consultant. The members may advice the procedure to be adopted in this regard.

**Deliberations:** The members accorded in-principle approval to the proposal of executing the urgent repair and construction works, and asked the Institute to get the detailed plan and estimate prepared for each work for placing before the BWC for further recommendation.

**Resolution:** It was resolved that the Institute would get the detailed plan and estimate prepared for each of the urgent repair and construction works, and place the same before the BWC for further recommendation.

**Item no. 27.11 Reporting Item.**

**(i) 'Construction of Academic – IV Building at CIT Kokrajhar'**

On the agenda Item No. 20.05 of the 20<sup>th</sup> BWC meeting, the members suggested for revising the plan and the estimate of **Rs. 86,78,85,339/- (Rupees Eighty-Six Crore Seventy-Eight Lakhs Eighty-Five Thousand Three Hundred Thirty-Nine) only**, and recommended for approval from FC/BoG after revising the estimate. Accordingly, architect M/s ENARCH Consultants Pvt. Ltd. Noida revised the plan and estimate to **Rs. 138,45,37,323.89 (Rupees One Thirty Eighty Crore Forty-Five Lakhs Thirty-Seven Thousand Three Hundred Twenty-Three and Eighty-Nine Paise) only**. Subsequently, the revised plan and estimate were placed before the 15<sup>th</sup> BoG meeting of CIT Kokrajhar. BoG members approved the same. However, due to fund constrain from the MoE, Govt. of India, CIT Kokrajhar approached the Govt. of



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Assam for funding of the project. In response, vide letter no. **TE(P)Scheme.03/2021/4161 Dtd. 15/12/2021**, the Director of Technical Education, Govt. of Assam recommended for approval of the DPR from BoG, CIT Kokrajhar and also for vetting / T.S. from the public works department. Accordingly, CIT Kokrajhar submitted the DPR to the Chief Engineer, PWD (Building), Govt. of Assam for vetting vide letter no. **CIT/KOK/General Correspondence/28/2018/763 Dtd. 20/12/2021**. In response Addl. Chief Engineer, P.W.D (Electrical) sought quotations for the analysis of items of the estimate and returned the DPR vide letter no GMC/18/2021/04 dtd. 18.02.2022 (hard copy received 18.04.2022). The same will be forwarded to the Architect for necessary revisions. Apparently, the response from the Addl. Chief Engineer, P.W.D (Building) is yet to be received.

**Resolution:** The members resolved to undertake further process after getting response from the P.W.D. (Building), Govt. of Assam.

**(ii) Up-to-date Constructional Activity data w.e.f. FY 2015-16.**

As per requirement of the Hon'ble President of CIT Kokrajhar Society communicated by Mr. Dipankar Sutradhar, the BTC representative in the BWC, vide email dated 12-01-2022, the details of all construction activities from FY 2015-16 to present were provided in the desired format. This was placed at **Annexure – E**.

**Resolution:** It was resolved to submit the data to the Hon'ble President of CIT Society as sought, and to the MoE, Govt. of India, for information.,

**Item no. 27.12 Any other items with permission of the Chair**

i. The aspects related to the delegation of financial power of the Director, CIT Kokrajhar, that is currently up to Rs. 50.0 Lakh, was discussed. After deliberation, members suggested that the delegation of financial power for CIT Kokrajhar could be similar to that in IIT Guwahati. Accordingly, the limit of the Director's power would be reduced to Rs. 25.0 Lakh.

**Resolution:** It was resolved to place an updated Delegation of Financial Power for CIT Kokrajhar for approval of the FC/BoG.

ii. The matter related to the appointment of Executive Engineer at CIT Kokrajhar against one sanctioned but vacant post was discussed.

**Resolution:** It was resolved to initiate the process of appointing an Executive Engineer by direct recruitment, failing which by deputation, on approval from the BoG.

**The meeting ended with vote of thanks from the Chair.**

(Ms. Chaitali Brahma)  
Registrar and Non-Member Secretary,  
BWC, CIT Kokrajhar.