

CHILDREN'S UNIVERSITY, GANDHINAGAR

19th Finance committee Online Meeting - Date: 30.12.2022

Minutes of Meeting

The 19th Online Meeting of the Finance Committee of Children's University was held on 30.12.2022 at 09:30 noon.

The following members of the Finance Committee were present at the meeting.

Name of the Member	Designation
Dr. Harshad A. Patel, Vice Chancellor	Chairperson
Shri Ashok Agrawal	Member
Dr Sanjay Dungrani	Member
Shri Amit Jani, Registrar	Member
Shri Sitaram Chaudhry	Member Secretary

CA Shri Samir Shah, Statutory Auditor, and CA shri Balvant Patel, Internal Auditor, were invited in the Finance committee meeting.

Agenda-01 : Minutes of Finance Committee dated 15.06.2022, 04.07.2022, 29.07.2022 and 23.08.2022 was put up before Finance Committee for consideration and approval. (**Annexure 1 to 4**) (Accounts Branch)

Resolution-01: The Minutes of Finance Committee dated 15.06.2022, 04.07.2022, 29.07.2022 and 23.08.2022 was approved subject to condition that the responsibility of competent officer be fixed in case of any grave audit objection to be raised by the Accountant General, Local Fund or Education Dept/office in future with regards to the expenditure approved unanimously by the resolutions mentioned in all the Finance Committee Meetings including all those which were held earlier.

Agenda-02 : The Standard Operating Procedure (SOP) for Expenditure, Purchase of Material and obtaining Service was put up before Finance Committee for approval. (**Annexure-5**) (Accounts Branch)

Resolution-02: The Standard Operating Procedure (SOP) for Expenditure, Purchase of Material and obtaining Service was approved with the amendment in Point no. 04 (iii) and (iv) as under

SOP Point no.	Present Provision	Amended Provision
04 (iii)	The Price Bid shall be obtained in sealed envelop from 3 bidder/agencies for the purchase of below Rs.1,00,000/-	The Price Bid shall be obtained in sealed envelop or password protected emails from 3 bidder/ agencies for Expenditure, Purchase of Material and obtaining Service to the amount below Rs.2,50,000/-



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04 (iv)	The Price bid shall be obtained through advertisement in newspaper for the purchase of above Rs.1,00,000/-	The Price Bid shall be obtained through advertisement in newspaper for Expenditure, Purchase of Material and obtaining Service to the amount Rs.2,50,000/- to Rs.5,00,000/-
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Agenda-03: Consideration of the Statutory Audit Report for the Financial Year 2021-22.
(Annexure-6) (Accounts Branch)

Resolution-03: The Statutory Audit Report for the year 2021-22 was discussed by Shri Sameer Shah (CA) Statutory Audit which was approved.

Agenda-04 : Consideration of proposal to continue service of CA Samir shah and Associates for Statutory Audit for the Financial Year 2022-23, 2023-24, 2024-25 as his work is satisfactory. (Accounts Branch)

Resolution-04: The performance of Mr. Sameer Shah, Chartered Accountant & Statutory Auditor was found to be satisfactory based on the Statutory Audit Report for the year 2021-22 submitted by him. Hence, it was unanimously decided to assign the Statutory Audit to him for the years 2022-23, 2023-24, and 2024-25.

Agenda-05 : The Revised Budget for the Financial Year 2022-23 and the Estimated Budget for Financial Year 2023-24 is put up for approval. (Annexure-7)
(Accounts Branch)

Resolution-05 : A revised budget for the year 2022-23 and 2023-24 of Children's University was approved.

Agenda-06 :The amounting of Rs.1,18,00,000/- received from as BPCL CSR grant for construction of Toy House at Children's University Premises was put for information.(Accounts Branch)

Resolution-06 : The amount of Rs.1,18,00,000/- received from as BPCL CSR grant for construction of Toy House at Children's University Premises was noted.(Accounts Branch)

Agenda-07: Consideration of the Internal Audit Report for first and second quarter of financial year 2022-23. (Annexure-8) (Accounts Branch)

Resolution-07: CA Shri Balvant Patel Internal Auditor had apprised Committee member in details of Internal Audit Report and after detailed discussion, the Internal Audit Report for first and second quarter of financial year 2022-23 was noted.



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Agenda-08 : The expenditure amounting of Rs 2,36,772/-towards the third convocation of Children's University held on 29.10.2022 at Indian Institute of Teachers Education Campus was put up for approval.(**Annexure-9**)

(Registration Branch)

Resolution-08: The expenditure amounting of Rs 2,36,772/-towards the third convocation of Children's University held on 29.10.2022 at Indian Institute of Teachers Education Campus was approved. The Members of finance committee were thankful to the officers and authorities of IITE, Gandhinagar to bear remaining expenditure of convocation of Children's University.

Agenda-09 : The Expenditure amounting of Rs.2,09,546/-towards the National Seminar on Holistic Child Development in Early Years: Concern, Challenges and Pathways sponsored by Indian Council of Social Science Research (ICSSR) New Delhi was put up for approval. (**Annexure-10**) (Centre of Research)

Resolution-09: The approximate Expenditure amounting of Rs.2,09,546/-towards the National Seminar on Holistic Child Development in Early Years: Concern, Challenges and Pathways sponsored by Indian Council of Social Science Research (ICSSR) New Delhi was approved.

Agenda-10 : The matter is put up for decision to hire the service of Architect Shri Harit Padiyar and his service charge as a consultant as he has carried out the work as a consultant initially from the construction work of Toy House without deciding fees and hiring of his service. And the matter of rate of consultancy fees of Kakani Association, Architect appointed for Shahpur New building construction. (**Annexure-11**) (Estate Branch)

Resolution-10: It was resolved that the Service of Shri Harit Padhiyar, Architect & Interior Designer for Architectural consultancy services is deemed to be considered as hired by the University from initial stage. Moreover, his consultancy fee was Rs.6,00,000/- as demanded in his letter dated 21/12/2022 which scaled down to Rs.5,00,000/- (including all taxes) after negotiation.

As per the letter dated 5/10/2022, the rate of consultancy fee of Kakani Association, Architect appointed for Shahpur New building construction was demanded 2.35 % of a total project cost. Although, it was decided 2.20% (including all taxes) after negotiation.

Agenda-11: Consideration of additional allowance of Drivers perform duty beyond working hours and amend the limit of Rs.50/- and maximum Rs.200/- per hour of overtime to Class-4 employees as decided in Finance Committee Resolution No.11 dated 23/08/22. (Establishment Branch)

Resolution-11:It was resolved that the additional amount of Rs.2000/- be given to the Driver and the Peon working at Vice Chancellor Office with effect from the joining of the duty on contractual. Further it was resolved that Rs.50/- per hour be paid to peon and driver for their overtime work. A prior permission needs to be taken in case of calling peons and drivers on public holidays.



Agenda:12 : The amounting of Rs.8,54,61,637/- received from Govt. Of Gujarat as a Construction Grant released to the Executive Engineer (R&B) for construction work of New Building in the premises of Children's University Sector-20. (Estate Branch)

Resolution-12: The amount of Rs.8,54,61,637/- received from Govt. Of Gujarat as a Construction Grant released to the Executive Engineer (R&B) for construction work of New Building in the premises of Children's University Sector-20 was approved.

Agenda-13: To Approve Rs.7,00,000 (Estimated) for work of Estate Branch Like, fencing work at main road & outside boundary, Colour work of boundary wall, sensor based sliding door at main gate entry, ground maintenance and leveling work. (Estate Branch)

Resolution-13: The estimated expenditure of Rs.7,00,000 /- for the work of Estate Branch like, fencing work at main road & outside boundary, Colour work of boundary wall, sensor based sliding door at main gate entry, ground maintenance and leveling work was approved.

Date : 30/12/2022

Place : Children's University,
Gandhinagar



Finance and Accounts officer

