MINUTES OF THE PROCEEDINGS OF AN ORDINARY MEETING OF CANTONMENT BOARD, BABINA HELD ON 04th AUG, 2017 AT 11:00 HOURS IN THE OFFICE OF THE CANTONMENT BOARD, BABINA

The following members were present:-

(1)	Brig. T.S. Soin	 President
(2)	Smt. Sushila Devi	 Vice President
(3)	Shri Abhishek Azad, CEO	 Member/Secretary
(4)	Col Prashant Rajauria, SEMO	 Ex Officio Member
(5)	Lt. Col. Charanjit Yadav, OC	 Nominated Member
(6)	Shri Raj Kumar Singh	 Elected Member
(7)	Shri Ishwar Singh	 Elected Member
(8)	Smt. Saroj	 Elected Member
(9)	Shri Ravi Bharti	 Elected Member
(10)	Shri Anil Kumar	 Elected Member

1110	following members were absent:-		
(1)	Shri R.P. Mishra, City Magistrate, Jhansi	3.5	Nominated Member
(2)	Col B.K. Jaggi, SSO, STN. HQ.	353	Nominated Member
(3)	Maj Sachin Sinha, SM, GE		Ex Officio Member
(4)	Smt. Lalita	-	Elected Member

1. <u>LICENCE OUT 30 SHOPS IN BUDH BAZAR MARKET FOR THE PURPOSE OF GENERAL BUSINESS EXCEPT NON-VEGETARIAN AND INTOXICATION ITEMS THROUGH PUBLIC AUCTION.</u>

Reference CBR No. 03 dated 27/03/2017.

To consider and approve the following bid amount of license fee per month per shop offered by the under mentioned Bidders during the auction proceedings held on 07/04/2017.

SI No.	Shop No.	Name & Address of Bidder	Bid amount for license fee per month	
1	02	Shri Ajay S/o Ram Singh, New Pump House, Babina	Rs. 2500-00	
2	03	Arshil Qureshi, Near 20 Qtr., Babina	Rs. 1500-00	
3	04	Shri Chand Khan, H. No. 652, Imambada, Babina	Rs. 1300-00	
4	05	Shri Sheel Chandra Jain, H. No. 582, Main Road, Babina	Rs. 1300-00	
5	06	Shri Hemant Sahu, H. No. 1016, Nandanpura, Babina	Rs. 1000-00	
6	26	Shri Rameshwar Sahu, Behind Block Hospital, Punjabi Colony, Babina	Rs. 1200-00	
7	27	Shri Raghvendra Singh Yadav, New Dhamkan Rasoi, Babina	Rs. 1200-00	
8	29	Shri Shyam Manohar Pateriya Gram & Post Chandawani, Distt. Tikamgarh	Rs. 1200-00	
9	30	Shri Rakesh Kumar Rai, H. No. 59, Rai Mohalla, Babina	Rs. 1200-00	



8 "Janta Union" both dated 20/04/2017 vide this office letter No. आर.आई./नीलामी/बुध बाजार/30 दुकान/2017—18/47 दिनांक 19/04/2017. Notices for extension of dates published in "Amar Ujala" dated 04/05/2017 & 19/05/2017 and "Dainik Jagran" as well as "Amar Ujala" both dated 15/06/2017 and this office Notice No. आर.आई/नीलामी/बुध बाजार/30 दुकान/2017—18/412 दिनांक 24/06/2017 published in the newspaper "Dainik Jagran, Jhansi" on 25/06/2017 for the open auction of 29 shops out of 30 Shops (SI No. 02 to 30). The interested persons were supposed to submit their applications upto 01/07/2017 for issue of license application form alongwith terms & conditions of the auction of the said shops. Accordingly 14 applicants have applied for issue of license application forms with all requisite documents. All 14 applicants were allowed for participation in the auction, but only 10 applicants have purchased the license application forms and submitted duly filled up by them alongwith earnest money of Rs. 5,000/- each deposited through Cantt. 4-B receipts. All 10 applicants have participated in the auction proceedings held on 06/07/2017 in the Office of the Cantonment Board, Babina.

During the auction proceedings held on 06/07/2017, 09 shops were got auctioned to the applicants as mentioned above.

In this connection all relevant documents alongwith auction proceedings held on 07/04/2017 and file are placed on the table.

Therefore, the Board may consider and approve the bid amount of license fee per month per shop as mentioned above.

RESOLUTION: - The Board considered the matter in detail and unanimously resolved to
approve the highest bid offered by the bidders as mentioned on agenda side. The Board
further resolved that necessary action be taken up by the CEO as per terms and conditions of
the auction notice/proceedings.

2. IMPLEMENTATION OF ACCRUAL BASED ACCOUNTING SYSTEM (ABAS)

Reference Directorate of Defence Estates, Southern Command, Pune letter No. 19845/ABAS/Cantt/SC/II/DE, dated 26/07/2017 read with Govt. of India, Ministry of Defence (DGDE) Delhi Cantt. letter No. 56/15/DGDE/Coord/Double Entry, dated 20/07/2017 and Minutes interactive session on ABAS Action Plan held on 17/07/2017 at Dte. of Defence Estates, Southern Command, Pune regarding implementation of Accrual Based Accounting System (ABAS) in the Cantonment Board, Babina

It is informed to the Board that as per directions contained in the ibid letters an infrastructure has to be created for Project of Accrual Based Accounting System (ABAS) in the Cantonment Board, Babina for which the following infrastructure/items are urgently required to facilitate the subject Project:-

Well furnished air conditioned Room - 01

	Well furnished air conditioned Roos	m - 01
	PCs and Printers	- 06 Nos. each
	Computer furniture	-06 sets
	Cat 6 Networking Cable	-01 Bundle
	I/O Box (LAN Structure)	-15 Nos.
•	Online UPS 5 KVA	-01
	High speed broadband connection	-01
	WIFI Switch	-02
	Adequate/qualified staff	-05
	Net working installation charges	32 T

It is further informed to the Board that the above mentioned items is minimum inescapable requirements for which an approximately expenditure of Rs. 7,00,000.00 is involved on this account except well furnished Air Conditioned Room.

In this connection office report dated 27/07/2017 alongwith estimates of the infrastructure alongwith PDDE, Southern Command, Pune letter No. 19845/ABAS/Cantt/SC/II/DE, dated 26/07/2017 is placed on the table.

Therefore the Board may decide action in the matter.

2. RESOLUTION: - The Board considered the directions contained in the Govt. of India, Ministry of Defence (DGDE), Delhi Cantt. letter No. 56/15/DGDE/Coord/Double Entry, dated 20/07/2017 and Minutes of Interactive Session on ABAS Action Plan held on 17/07/2017 at Dte. of Defence Estates, Southern Command, Pune. Before discussion of the matter the CEO/Secretary apprised to the Board about the infrastructure/items to be purchased for Project of Accrual Based Accounting System (ABAS) for the Babina Cantonment. The PCB told to CEO that only two printers be purchased instead of 06 printers then CEO agreed with the views of the PCB. Therefore the Board unanimously resolved to purchase the items as mentioned on agenda side including two printers and the Board also approved the approximate estimated cost of Rs. 6,16,000.00 of the items for procurement of the same except well furnished Air Conditioned Room. The Board further resolved to use existing room for installation of required infrastructure.

The CEO/Secretary informed to the Board that the expenditure for engagement of Data Entry Operators/qualified staff will be extra and the same will be met out through engagement of qualified staff under Staff Supply Tender as already invited by this office. Meanwhile Shri Raj Kumar Singh, Elected Member informed to the Board that some permanent Toll Collectors and Toll Peons are available with the Board why they can't be deputed as Data Entry Operators in IT section then the CEO/Secretary clarified that that these employees are not having knowledge of computers and they cannot work as Data Entry Operator. The PCB directed to CEO/Secretary that if some of these employees can work on computers then they will be deputed in IT section to work as Data Entry Operator otherwise new staff will be hired through Agency.

3. REVISED GUIDELINES FOR PROCUREMENT OF STORES AND SERVICES BY CANTT. BOARDS.

To note Govt. of India, Ministry of Defence (DGDE) Delhi Cantt. letter No. 76/38/Procurement/Instruction/C/DE/2011, dated 24/05/2017 and FMS No. 38308 regarding revised guidelines for procurement of stores & services by Cantonment Board, Babina.

It is informed to the Board that the GFR 2005 has since been replaced by the GFR 2017 (the GFR). Its provisions are deemed to be applicable to autonomous body under Rule 1 except to the extent their by-laws provide for separate financial rules approved by the Govt. In view thereof, the provisions of the GFR (General Financial Rules) are deemed to be applicable to Cantonment Boards subject to the provisions of the Cantts Act 2006 (the Act) & the Cantt. Acct Code (the Code) 1924.

Accordingly the following revised guidelines are being issued for guidance of Cantonment Boars in the subject matter:-

- Provisions of Section 26 & 126 to 129 of the Act shall be followed for procurement of goods and services.
- (ii) Provisions of Rule 67 to 69 and 71 to 75 of the Code shall be followed for procurement of goods and services.
- (iii) General rules regarding procurement of goods required for use in public service, contained in Chapter 6 of the GFR shall be followed.
- (iv) Provisions of Rules 173 to 175 of the GFR shall be followed by Cantt. Boards. However, Ministry/Deptt/Procuring entry in the said rule would mean CEO/Cantt. Board as the case may be.

In this connection revised guidelines for procurement of stores & services by Cantonment Board, Babina issued by the Govt. of India, Ministry of Defence (DGDE) Delhi Cantt. letter No. 76/38/Procurement/Instruction/C/DE/2011, dated 24/05/2017 is placed on the table.

Therefore the Board may note and decide action in the matter as per instructions contained in the ibid letter and Board may also constitute a purchase Committee consisting of Cantonment Board official for local purchase within financial limit prescribed i.e. less than Rs. 2,00,000.00 for the purpose.

- The Board considered the directions/instructions contained in the Govt. 3. RESOLUTION: -India, Ministry of Defence (DGDE), Delhi Cantt. 76/38/Procurement/Instruction/C/DE/2011, dated 24/05/2017 and the Board also considered the revised guidelines as mentioned on agenda side. The CEO/Secretary expressed the matter to the Board that a Local Purchase Committee for purchase of goods costing above Rs. 25,000/- and upto Rs. 50,000/- on each occasion may be made by the CEO and above Rs. 50,000/- and below Rs. 2,00,000/- on each occasion made by Cantt. Board on the recommendations of a local purchase committee consisting of three members, at least two of whom should be supervisory staff. Shri Raj Kumar Singh, Elected Member suggested to the Board that tender should be done through etender for purchase of goods/store items. The Ex Officio Member Col Prashant Rajauria, SEMO informed to the Board that procurement of items must be done through GeM. The Secretary/CEO apprised to the Board that as per GFR 2017 it is mandatory for Cantt. Boards to procure goods & services available on GeM (Government e-Market) in the manner indicated in Rule 149 of the GFR. However, Ministry/Deptt would mean CEO/Cantt. Board as the case may be. The PCB asked to the Secretary/CEO how many contractors/suppliers are engaged for purpose of store items then the CEO/Secretary clarified that that minimum three contractors/suppliers is necessary in order to compare the lowest rates for purchase of store items. Therefore the Board unanimously resolved to constitute a Local Purchase Committee consisting of following officials in order to purchase of goods above Rs. 50,000/- and below Rs. 2,00,000/- on each occasion:-
 - One Supervisory staff of concerned section for which the procurement is to the done.
 - (2) Accountant
 - (3) Store Keeper

The Board further resolved that the Committee will survey the market to ascertain the reasonableness or rate, quality & specifications and identify the appropriate supplier and before recommending placement of the purchase order, the members of the committee will jointly record a certificate as per Rule 155 of the GFR.

4. CONSTITUTION OF A COMMITTEE FOR FRAMING OF TERMS AND CONDITIONS OF THE TENDER DOCUMENTS FOR VARIOUS WORKS INCLUDING REGISTRATION PROCESS FOR CONTRACTORS

Reference CBR No. 13 dated 11/07/2017.

To consider the question of constitution of a Committee in order to frame terms and conditions of the tender documents for the various works including registration process for contractors by the Cantonment Board, Babina.

Therefore the Board may decide action in the matter.

- 4. <u>RESOLUTION</u>: The Board considered that matter in detail and unanimously resolved to constitute a Committee in order to frame the terms and conditions of the tender documents for various works including registration process of the contractors consisting of the following members:-
 - (1)Shri Abhishek Azad, CEO Chairman of the Committee Sccretary/Member Lt Col Charanjit Yadav OC : Member of the Committee Nominated Member Mai Sachin Sinha, GE : Member of the Committee Ex Officio Member (4)Shri Ishwar Singh, : Member of the Committee Elected Member Shri Anil Kumar : Member of the Committee Elected Member (6) Shri S.K. Kushwaha : Member of the Committee Office Superintendent Shri Lakhan Lal Vishwakarma, : Member of the Committee Junior Engineer Shri Ravi Kant Sharma, (8) Member of the Committee
 - The Board further resolved that the Committee will put up the draft of terms and conditions of the tender documents for various works including registration process of the contractors before the Board within 20 days for its consideration/approval.

: Member of the Committee

5. CONSTITUTION OF SCHOOL MANAGEMENT COMMITTEE

Reference CBR No. 10 dated 27/03/2017

Sanitary Inspector

Accountant

Shri Harishankar Mehtele

To nominate an elected Member as a member of School Management Committee.

It is informed to the Board that as per existing instructions contained in the Business Regulations of School Management Committees-RTE Act 2009 the elected (Board) member to the SMC may either be nominated by the PCB or by the Board.

Therefore the Board may decide action in the matter.

5. <u>RESOLUTION</u>: - The Board considered the matter in detail and unanimously resolved to nominate Smt. Lalitha, Elected Member as a member of the School Management Committee. The Board further resolved that in case she is not able to attend the SMC meeting regularly then Shri Anil Kumar, Elected Member will be a member of the School Management Committee.

6. SUPPLY OF MID DAY MEAL TO THE CHILDREN OF SCHOOL

To consider the requisition dated 26/07/2017 received from Smt. Sushila Devi Rai, Vice President Cantonment Board, Babina stating therein that बोर्ड के हित में कैण्टोनमेन्ट स्कूल में मिड-डे मील योजना जिसके लिये भारत सरकार ने अलग से मध्यान्ह भोजन प्राधिकरण बनाया हुआ है।

It is informed to the Board that the Board is providing nutrious foods to the students of I to VIII of the School out of its own resources since January 2014 and this office has approached to the District Level authority to provide Mid Day Meal out of fund allotted by the UP State Govt. from time to time but no response has been given by the District Level Authority so far.

In this connection requisition dated 26/07/2017 received from Smt. Sushila Devi Rai, VP, Cantonment Board, Babina and concerned file are placed on the table.

Therefore the Board may decide action in the matter.

6. RESOLUTION: - The Board considered the requisition dated 26/07/2017 received from Smt. Sushila Devi Rai, Vice President, Cantonment Board, Babina. The CEO/Secretary apprised to the Board that this office approached with the District Level Authority from time to time to provide Mid Day Meal to the students of Cantonment Board School Children out of fund sanctioned by the UP Government. The CEO/Secretary told to the PCB that recently we have written a letter to the District Magistrate Jhansi vide this office letter No. मध्यान्ह भोजन योजना/स्कूल/बबीना/407, दिनॉक 22.06.2017 to provide Mid Day Meal to the student of Cantonment Board School during the current financial year i.e. 2017-18. Shri Anil Kumar, Elected Member suggested to pursue the case with the District Level Authority for the purpose then the PCB directed to the CEO/Secretary to write a letter to the District Magistrate, Jhansi regarding providing Mid Day Meal to school's children and discuss the matter personally with them.

Therefore the PCB suggested to the Board that the Mid Day Meal be distributed to the School's children out of its own resources until the fund allocated by the UP State Govt, for the purpose. The Secretary/CEO informed that the subject tender has already been called by this office.

7. UPGRADATION OF CANTONMENT BOARD JUNIOR HIGH SCHOOL INTO HIGH SCHOOL, BABINAREGARDING EXTENTION OF TIME OF OFFICIATING PRINCIPAL

Reference CBR No. 32 dated 14/10/2016.

To consider the question of extension of time of officiating principle of the Cantonment Board High School, Babina.

It is informed to the Board that present Head Master of Cantonment Board Primary School was detailed to perform the duties as a officiating Principal of the High School by the Board and last extension of time was granted by the Board vide above referred CBR for the period up to 31/10/2016. Now the new academic session of the School has since been started from 1st July, 2017.

Therefore the Board may decide action in the matter.

7. <u>RESOLUTION</u>: - The Board considered the matter in detail and unanimously resolved to extend the period of time of Shri Rajvir Singh, Head Master as a Officiating Principal of the Cantonment Board High School for a further period upto 30/11/2017 (i.e. his date of retirement). The Board further resolved that he will work as Officiating Principal in the Cantonment Board High School in addition to his own duties.

The Secretary/CEO informed to the Board that at present two Head Masters Shri Rajvir Singh & Smt. Usha Mehrotra has been appointed as Head Master in the Primary School and Junior High School respectively and both the Head Masters will retire on 30/11/2017 from the services of the school on age of their superannuation. The Secretary/ CEO also informed that senior most Head Master Shri Rajvir Singh has been detailed to officiate the post of Principal of High School. The Board also resolved that seniority list of the teaching staff will be put before the Board while awarding the promotion to the post of Head Master after their retirement so that new Head Master can be detailed to officiate the post of Principal of High School in permanent appointment as per existing rules and keeping in mind the qualification required.

8. <u>LEVY OF FEES/CHARGES OF NON-TAX REVENUE FOR DIFFERENTLY ABLED</u> CHILDREN CENTRE

Reference CBR No. 04 dated 01/02/2016.

To reconsider the report dated 24/07/2017 received from Resident Medical Officer, Cantonment General Hospital, Babina for amendment of age limit for registration of Differently Abled Children in the Centre.

It is informed to the Board that the levy of fees/charges was approved by the Board vide CBR referred to above to be taken from the Differently Abled Children having age between 5-14 years for getting the services of physiotherapy from the physiotherapist engaged by the Board for the purpose. Till date zero registration has been done and patients are availing facility on day basis.

It is further informed to the Board that the children are reporting in the Centre for Registration in the Centre and services of physiotherapy from age group of 00-14 years.

It is recommended by the Resident Medical Officer that levy of fees/charges may be exempted for the BPL citizen and in OPD 17 patients with their parents came for consulting of physiotherapy but they did not come back for registration.

In this connection report dated 24/07/2017 of Resident Medical Officer, Cantonment Board General Hospital, Babina is placed on the table.

Therefore the Board may decide action in the matter.

8. <u>RESOLUTION</u>: - The Board considered the report dated 24/07/2017 submitted by Resident Medical Officer, Cantonment General Hospital, Babina and unanimously resolved to approve the age group (i.e. 00-14 years) of Differently Abled Children for getting the services of physiotherapy. The Board further resolved that levy of fees/charges be exempted.

from the differently abled children of BPL citizen and fees/charges be collected from the differently abled children and the general public accordingly except BPL citizen.

9. REVISED DRAFT BUILDING BYE- LAWS BY CANTONMENT BOARD, BABINA

Reference CBR No. 08 dated 28/12/2016.

Reference Govt. of India, Ministry of Defence (DG DE), Delhi letter No. 12/1/BLDG BYE-LAWS/GEN/C/DE/2015, dated 17/07/2017 and Dte. of Defence Estates, Southern Command, Pune letter No. 962/XIII/DE, dated 19/07/2017.

To consider the revised draft Building Bye-Laws to be framed in respect of Babina Cantonment in term of Section 251 read with Section 350 of the Cantonment Act 2006.

In this connection draft Building Bye-Laws alongwith all relevant papers are placed on the table.

Therefore the Board may decide action in the matter.

 RESOLUTION: - The Board considered the revised draft Building Bye-Laws as placed on the table and it is resolved that proposal be forwarded to Directorate of Defence Estates, Southern Command, Pune for necessary action in the matter.

10. ENGAGEMENT OF AN AGENCY TO SUPPLY OF LABOURS FOR SANITATION WORKS IN CANTONMENT AREA.

To consider the question of tenders for engagement of an Agency to supply of labours for Sanitation work in Cantonment area for a period of one year.

It is informed to the Board that the tenders for engagement of an Agency to supply of labour for Sanitation work in Cantonment area for a period of one year from the date of issue of work order were invited on 22/07/2017 through eProcurement System of Govt. of India vide Cantt. Board Babina Tender Notice No. CBB/F4/Supply of Labour/2017-18/497, dated 22/07/2017 as in 3rd Call through the press and published in 'Dainik Jagran Jhansi' and 'Daily Amar Ujala Jhansi' on 13/07/2017. The Technical bid of the following seven bidders were received and opened on 24/07/2017 in the office of the Cantonment Board, Babina by the Committee constituted by the Tender Inviting Authority (i.e. CEO, Babina) vide Cantt. Board Babina Part (I) Office Order No. 66, dated 24/07/2017 in the presence of Chairman of the Committee i.e. CEO, Babina out of which the technical bids of four bidders as maintained at Sr. 1,3, 4 & 5 were found in order.

Sr. No.	Sr. No. Name of bidder/Firm	
1.	Dynamic Services	
2.	M/s Vidhi Enterprises	Ξ
3.	Arva Associates	
4.	Rathore Construction	
5.	Sai Security Services	
6.	M/s Prakash Raikwar Traders & Co.	
7.	H.S. Service Provider	

Out of above the requisite documents of four bidders/tenderers as mentioned Sr. 1, 3, 4 & 5 of the above table were found in order and hence financial bids of the following four bidders were opened on 24/07/2017. Detail is as under:-

Sr. No.	Name of bidder/Firm	Minimum wages rate per day per labour	Profit rate quoted by the firm/bidder per day per labour (In Rs.)	
		(In Rs.)		
1.	Dynamic Services	Rs. 494.00	Rs. 1.00	
2.	Arva Associates	Rs. 494.00	Rs. 1.00	
3.	Rathore Construction	Rs. 513.00	Rs. 16.00	
4.	Sai Security Services	Rs. 499,00	Rs. 6.00	

It is further informed to the Board that in this present case the lowest rates quoted by Dynamic Services and Arva Associates are found the same rates and as per condition No. 34 (ii) of the tender document it mentioned that during the evaluation of financial bid if it is found that two or more bidder have quoted the same rates and which are the lowest the contract shall be awarded to only that bidder whose experience shall be largest among those bidders who have quoted the same rates. The criteria of the largest experience shall be based on the maximum amount of work done of similar nature of work.

In this connection tenders in original and comparative statement of rates (BOQ) quoted by the four eligible bidders alongwith file and Office Report of both the Sanitary Inspector are placed on the table.

Therefore, the Board may decide action in the matter.

10. RESOLUTION: -Before discussion of the agenda point Shri Ishwar Singh, Elected Member informed to the Board that the technical bid of M/s Vidhi Enterprises has been rejected by this office due to non submission of Form 5A alongwith EPF registration intimation letter and said that his EPF registration intimation was valid for filing EPF contribution of labours. The CEO/Secretary clarified to the Board that the firm has enclosed with technical bid only Provident fund Code No. Intimation letter that was not valid document as per tender conditions and Committee Report because it is clearly mentioned in the Provident fund Code No. Intimation letter that the intimation letter is generated owner's detail in Form 5A and the intimation letter will be valid only if the Form 5A is enclosed. The CEO/Secretary also informed to the Board that the Provident Fund Code Number was issued on 14/06/2017 by the competent authority and firm has enclosed an experience certificate for the financial year 2015-16 prior to issue of Provident Fund Code Number then the Board agreed with the views of CEO/Secretary. Mr. Raj Kumar Singh, Elected Member has pointed out that both the firm have quoted rate of contractor profit is Rs. 1.00 and if the income tax will be deducted from the lowest rate quoted by the bidders then minimum wages to be paid to the labours is not possible. The CEO/Secretary clarified to the Board that income tax will be deducted from the contractor's bill and the contractor is liable to pay the income tax and it is his responsibility and contract will be awarded to bidders whose quoted rates has been found lowest then the Board agreed with the views of CEO/Secretary. After this Shri Raj Kumar Singh and Shri Ishwar Singh, Elected Members did not agree and dissented. Therefore the Board resolved to approve the lowest rate quoted by Dynamic Services, 139, Dakshindari Road Kolcata-48 i.e. Rs. 494.00 per day per labours for supply of labours for Sanitation work in Cantonment area for a period of one year from the date of issue of work order and the subject contract is being awarded to Dynamic Services, 139, Dakshindari Road Kolcata based on the largest experience of maximum work done amount of Rs. 18,24,34,382.00 instead of Arva Associate whose work done is Rs. 97,41,904.00 during last 3 years and as per report of both the Sanitary Inspectors during last three years as both the firms have quoted the same lowest rates. The detail of work carried out by both the firms is as under please:-