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CENTRAL UNIVERSITY OF HIMACHAL PRADESH

Po Box 21-Dharamshala, District Kangra, Himachal Pradesh - 176215

Phone: +91(1892)229330; Fax: +91(1892)229331; Mobile: +91(0)9418045014

Email: vc.cuhimachal@gmail.com; website: www.cuhimachal.ac.in

F. No. 1-3/CUHP/GA/

Dated:12th February, 2011

To

All members of Finance Committee

Sub: *Minutes of the 1st Meeting of the Finance Committee-Minutes thereof.*

Sir,

Kindly find attached herewith the Minutes of the 1st Meeting of the Finance Committee of the Central University of Himachal Pradesh held on 12th February 2011 at 3:00PM at the Camp Office of the Central University of Himachal Pradesh, Dharamshala, District Kangra.

It is requested that comments on the Minutes, if any, may please be sent by email at (vc.cuhimachal@gmail.com) or by post, at the earliest. If no comments are received, within ten days, the Minutes shall be taken as confirmed.

Thanking you,

Yours faithfully,

(B.R. Dhiman)

Officer on Special Duty (Finance),
Central University of Himachal Pradesh

Encl: As above.

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CENTRAL UNIVERSITY OF HIMACHAL PRADESH

MINUTES

1st Meeting of the Finance Committee

Held on 12th February, 2011 at 3:00 PM

Venue: Camp Office, Central University of Himachal Pradesh

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1st Meeting of the Finance Committee

held on 12th February 2011 at 3:00 PM

**Venue: Camp Office, Central University of Himachal Pradesh
Dharamshala, District Kangra, Himachal Pradesh**

MINUTES

The 1st Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 12th February 2011 at 3:30 PM in the Camp Office of the University at Dharamshala.

1. The following members were present:

- | | |
|---|----------|
| 1. Prof. Furqan Qamar
Vice Chancellor | Chairman |
| 2. Prof. N. Satyamuthy
(representative of the Executive Council) | Member |
| 3. Dr. B.S. Gill,
(Nominee of the Executive Council) | Member |
| 4. Shri R.D. Sahay
(Nominee of the Visitor) | Member |
| 5. Shri S.C. Chadha
(Nominee of the Visitor) | Member |

2. Shri Syed Shahid Mahdi and Shri Naveen Soi, could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence:

3. The Vice Chancellor extended a warm welcome and introduced the Members of first Finance Committee. He thanked each one of them for being on the Finance Committee of the University and sparing their valuable time to be here to attend the meeting. He informed that while the University has held the meetings of the Academic Council and Executive Council earlier, this is the first meeting of the Finance Committee because it was not fully constituted earlier. There are seven members on the Finance Committee and five members form the quorum. He stated that the Central University of Himachal Pradesh is one of the 15 Central Universities in the country, established under Central Universities Act, 2009. While the other 14 Universities had started functioning immediately, this University could not do so, probably because of the fact that the first Vice-Chancellor thus appointed did not join. Apprising the members about the initiatives taken and progress made towards the establishment of the University after the assumption of charge by the first Vice Chancellor on 20th January, 2010, he informed the members that initially the issue of transfer of land took some time but finally it has been decided that the University shall be located in Kangra District and as per the recommendation of the Site Selection Committee of the MHRD the Central University of Himachal Pradesh (CUHP) will have its Headquarter in Dharamshala and will have two campuses one at Dehra and another at Dharamshala. He also reported about the setting-up of Camp Office at Writers' Home at Dharamshala. He also informed that earlier the UGC had sanctioned 13 posts of short term contract/deputation basis which were filled up and the work has been managed with these personnels. The Vice Chancellor also

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informed that the State Govt. of Himachal Pradesh has made available the newly constructed Govt College Building at Shahpur to the University is running its academic programmes.

After this, the Agenda was taken up for discussion.

ITEMS FOR REPORTING AND RATIFICATION

Item No.1.1: Creation of Teaching positions:

The following teaching positions have been created in the university with the approval of the University Grants Commission:

Sr.No.	Discipline	Teaching positions			
		Prof.	Assoc. Prof.	Asstt. Prof.	Total
1.	School of Business & Management Science	3	6	9	18
2.	School of Mathematics, Computer & Information Science				
	(i)Department of Library & Information Science	1	2	3	6
	(ii)Department of Mathematics	1	2	3	6
3.	School of Social Sciences				
	(i)Department of Social Work	1	2	3	6
	(ii)Department of Economics	1	2	3	6
4.	School of Humanities & Languages				
	Department of English	1	2	3	6
	Total	8	16	24	48

The Finance Committee noted the action taken and recommended to the Executive Council for ratification.

Item No.1.2: Creation of Non-Teaching (technical and non-technical) positions:

The following positions have been created in the university with the approval of the University Grants Commission:

Sl. No.	Designation	Approved Core Pay Scale		No. of Posts approved by UGC	Remarks
		Pay Band	Grade Pay		
1.	Deputy Librarian	15600-39100	8000	1	
2.	Assistant Librarian	15600-39100	6000	1	

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3.	Semi Professional Assistant	5200-20200	2800	1	
4.	Library Attendant	5200-20200	1800	2	
5.	Private Secretary	9300-34800	4600	3	One for VC, one for Registrar and one for Finance Officer
6.	Personal Assistant	9300-34800	4200	1	For Vice-Chancellor
7.	System Analyst	15600-39100	5400	1	
8.	Technical Assistant	5200-20200	2800	1	
9.	Laboratory Assistant	5200-20200	2000	1	
10.	Laboratory Attendant	5200-20200	1800	1	
11.	Driver	5200-20200	1900	3	One for VC, one for Registrar and one for Finance Officer
12.	Peon/Office Attendant	5200-20200	1800	4	2 for Vice Chancellor, 1 for Registrar and one for Finance Officer
13.	Cook	5200-20200	1900	1	For Vice-Chancellor
For Administration/Finance/Academic/Examination Services					
14.	Deputy Registrar	15600-39100	7600	2	
15.	Internal Audit Officer	15600-39100	7600	1	On deputation
16.	Assistant Registrar	15600-39100	5400	2	
17.	Section Officer	9300-34800	4600	2	
18.	Assistant	9300-34800	4200	4	
19.	UDC	5200-20200	2400	4	
20.	LDC	5200-20200	1900	4	
21.	Executive Engineer	15600-39100	6600	1	
22.	Assistant Engineer	9300-34800	4600	1	
23.	Junior Engineer (Civil)	9300-34800	4200	1	
24.	Junior Engineer (Elect.)	9300-24800	4200	1	
25.	Caretaker	5200-20200	1900	1	

Further, the non-teaching posts already conveyed by the UGC vide letter No. F.52-1/2010(CU) dated 23.03.2010 on deputation/short-term/contract basis now may be treated as cancelled except 3 statutory posts (Registrar, Finance Officer and Controller of Examination).

As a consequential action, the salary of the staff earlier appointed on deputation/short term contract basis has been charged against the appropriate posts. However, the salary of two data entry operators is charged against the post of LDCs and that of the two OSDs have been charged against the posts of Registrar and Finance Officer, till the filling up of these positions, which have already been advertised and likely to be filled up shortly.

The Finance Committee noted the action taken and recommended to the Executive Council for ratification.

Item No.1.3: To report to the Finance Committee the matter regarding laying down the TA/DA and conveyance allowance rules/rates in respect of outside official and non-official members and Experts (Annexure 1.3A).

The university has been calling various dignitaries/members/Experts for attending the meetings of various bodies/authorities of the university, selection committees and for transacting other business of the university, restricting the payment of TA/DA as per Govt. Of India, and that of conveyance allowance as per HP

Govt. Rates. As a result, at occasions difficulties are being faced by the hon'ble members. As a matter of fact there is provision for payment of taxi/own car charges at the rates fixed by the State Transport Authority in the State concerned. In the State of Himachal Pradesh, such rates were fixed in the year 2005 which were found to be irrational in today's context. It was therefore, found desirable that the university may have its own well written arrangement on the lines of the UGC and a copy of such rates is invariably made available to all such members along with invitation letter, so as to avoid any inconvenience to them. Accordingly, the procedure/rules/ rates as per Annexure-1.3A have been prescribed by the Hon'ble Vice-Chancellor, in anticipation of the Finance Committee/Executive Council, w.e.f. 1st October, 2010 on the UGC lines.

The Finance Committee noted the action taken and recommended to the Executive Council for ratification. The Finance Committee recommended that the limit of 350 kms (one side) stipulated under para (A)(iii) in Annexure 1.3A should be deleted.

Item No.1.4: To place before the Finance Committee the action taken by the Vice-Chancellor for fixing the rates of remuneration/honorarium to be paid to different staff deployed for the conduct of 'The Research Entrance Aptitude Test TREAT 2010', as under:

Sr.No.	Particulars	Rates (rupees)
Coordinator TREAT and paper setter		
1.	Paper Setter (multi choice questions)	40.00 per (MCQ) question
2.	Coordinator TREAT	2,500.00 per test
Conduct of TREAT		
3.	Centre Superintendent	1000.00 per day
4.	Deputy Superintendent	750.00 per day
5.	Accounts Incharge	750.00 per day
6.	Invigilator	400.00 per day
5.	Accounts Assistant	250.00 per day
6.	Office Assistant	225.00 per day
6.	Driver/Daftri	75.00 per day
7.	Class IV/water man/sweeper	75.00 per day
Evaluation work		
8.	Evaluation of scripts	Rs.3.00 per script
9.	Rechecking of scripts	Rs.3.00 per script
10.	Supervision of evaluation	Rs.1.50 per script
11.	Tabulation	Rs.1.00 per entry
Group discussion/personal interview		
12.	External member	Rs.1000.00 per day
13.	Internal member	Rs.500.00 per day

In addition, the staff deployed for conduct of TREAT, evaluation work and GD/PI shall be entitled for refreshment @ Rs.25.00 per head per day.

For any other category or work, the remuneration shall be sanctioned by the Vice-Chancellor on the recommendation of the Coordinator TREAT.

The Finance Committee noted the action taken and recommended to the Executive Council for ratification. The Finance Committee recommended that the rate of Rs.3.00 per script for evaluation of scripts is very less and as such for future it should be Rs.5.00 per script.

Item No.1.5: To place before the Finance Committee (i) the action taken by the Vice-Chancellor to assign the work of “Survey of identified sites, Zoning of campuses, preparation of Master Plan, Environment impact and Assessment” to EdCIL India Limited (Annexure 1.5A(i)&(ii) and (ii) Constitution of adhoc building Committee, together with its recommendations.

It is to apprise the Finance Committee that in order to expedite the case regarding transfer of land to the University, a meeting regarding FCA clearance in respect of identified land for the establishment of Central University of Himachal Pradesh at Dharamshala and Dehra, was held with the Chief Conservator of Forests, Dharamshala in the Chamber of the Vice-Chancellor wherein Chief Conservator of Forests, Dharamshala, OSD Admn. and OSD Acad and the Dy. Registrar CUHP were present.

In the said meeting it was informed by the Chief Conservator of Forests that apart from the information to be supplied by the Forest and Revenue departments, the University shall have also to provide the following information:

1. Survey of the identified sites, vegetation and contouring etc.
2. Zoning of the campuses and Master Plan
3. Environmental impact and assessment study thereof

The above information was a pre requisite and required to be enclosed along with the document for getting FCA clearance. Therefore, these documents/information was to be made available on top priority and without any loss of time.

In this connection the matter regarding identification and appointment of Architect, also came up for discussion/decision before the Executive Council in its 1st meeting held on 24.7.2010 vide item No.1.26. The Executive Council considered the proposal and was of the opinion that the University should, as on now, appoint/engage the services of Architect/Town Planner for preparation of the Master Plan, layout and zoning and that the appointment of architect for building construction work may be taken up later. The EC authorised the VC to appoint Architect for the development of Master Plan, layout and zoning.

Therefore, keeping in view the urgency of the matter was taken up with the EdCIL India Limited for carrying out the work of preparation of Master Plan, survey of the sites, zoning of the campuses and environmental impact assessment, by the Vice-Chancellor, in exercise of the authorisation accorded by the Executive Council.

The proposal received in this behalf from the EdCIL was placed before the Adhoc Building Committee of the University. The first meeting of the Adhoc Building Committee of the University was held on 9.10.2010. The Vice-Chancellor gave a brief overview about the setting up of the Central University of Himachal Pradesh. He shared with the members that this is one of the 15 Universities established in the country by virtue of enactment of Establishment of Central Universities Act 2009. He informed that this university started its function from 20.01.2010 and further apprised the members about the latest status of the activities of the Central University of Himachal Pradesh. He informed the members that the University shall consist of two campus viz. Dhauladhar campus at Dharamshala and the Beas campus at Dehra for which about 167 acres of land at Indru Nag Dharamshala and 900 acres at Dehra shall be provided by the State Govt. for which the papers are being processed for getting the land transferred in the name of this University. He also briefed the members about the status of transfer of land and the requirements for getting the EFC clearance. He apprised the members about the constitution of the present Adhoc Building Committee of the university and its terms of reference. He also gave a brief account of the academic programmes of the university vis-à-vis the academic, administrative, residential, central facilities, students activities and other common buildings which will come up at the two campuses of the university.

The Vice-Chancellor also apprised the members that one of the requirements for moving the case for EFC clearance is that the university should have its Master Plan and environment impact assessment. In order to expedite the process, the matter was taken up with the EdCIL (India) Limited, which is a Government of India undertaking, for conducting the contour survey, Geo-technical survey, hydrological survey, zoning of the campuses and prepare the Master Plan. The Vice-Chancellor earnestly requested the members to advise the University if the scope of work has been planned by the EdCIL properly or there are certain things which need to be deleted or added therein and further stated that there was very scanty information available with the university about the scope of work, time frame and the genuine expenditure etc. involved for this type of work, the advice of the committee members will go a long way in proper planning at the initial stage.

The case was examined threadbare by the Committee and it was unanimously felt that the scope of work, time frame and estimates of expenditure given by the EdCIL for Site Inspection, Detailed Contour survey, Geo-technical investigations and Hydrological survey were quite genuine and the university should go ahead to award the work. However, before getting the Master Plan prepared, the EdCIL may be asked to depute their responsible officer for discussions with the Committee members. It was however decided that at the time of awarding the work, the following specific points should be included in the scope of work:

1. Contour Survey work: Detailed contour survey should be carried out. Contour interval should not be more than 5 meters. It should include depiction of all existing physical features like electricity lines, nallahs, trees, road infrastructure, houses, temples, water sources etc. The hard copies of the report along with soft copy of the contour survey in auto cad should be submitted to the university.
2. Geo Technical Investigations should also include type of soil, sliding zone, etc.

3. The Master Plan should include zoning of the academic, administrative, residential and other buildings, road net work, sewerage system, electricity and sanitary lines, drainage system, water harvesting, land scaping, green area, etc. It should give 3D view of the Master Plan. It should also give details of the trees to be fell/uprooted for providing the above facilities vis-à-vis tentative cost of construction of buildings.

Accordingly the matter was taken up with the EdCIL India to submit their revised proposal and come up for discussion in view of above specific observations of the Adhoc Building Committee. The EdCIL submitted their revised proposal and their representatives also offered to come up for discussion. Accordingly another meeting of the Adhoc Building Committee was convened on 15.10.2010 and the representatives of EdCIL were asked to appear before it on this date.

The Vice-Chancellor briefed the representatives from the EdCIL about the discussions and view point of the university as a result of the last meeting of the Committee and the points of doubts and other clarifications needed in regard to contour survey, geo-technical survey, hydrological survey and the Master Plan. Shri I.S. Sidhu, Chief General Manager of the EdCIL intimated that they have received a letter from the University about all these points. He stated that the issues/points mentioned the said letter, are already included in the scope of work. He further stated that in the scope of work they keep open ended proposal to accommodate the requirement of the client. He stated that generally they do contour survey at 15 meters interval but in this case it will be done with 5 meter intervals or even at lesser scale, if so desired. Similarly other doubts about the other requirements were clarified by the EdCIL representatives.

The detailed discussions about the scope of work, time frame, cost estimates and term of payments were held. The following decisions with mutual consensus were arrived that:

1. Scope of work: The scope of work as already intimated by EdCIL in their proposal shall include the points intimated to them by the University vide letter dated 11.10.2010.
2. Time frame: The time frame intimated by the EdCIL in their proposal should be strictly adhered to.
3. Master Plan: It should be an comprehensive master plan covering all the points already intimated by the University, specifically including zoning of the academic, administrative, residential and other buildings, road net work, sewerage system, electricity and sanitary lines, drainage system, water harvesting, land scaping, no. of tree that would have to be felled, green area, built in area etc. giving 3D view.
4. Term of payment: The terms of payment shall be as per GFR provisions. Last 10% of the payment shall be released after inspection and satisfactory work report by the University.

According the matter was again taken up with the Chief General Manager, EdCIL New Delhi, who vide their letter dated 25.10.2010, conveyed that the EdCIL agrees to amend the scope of work and terms of payments according to the requirement of the University and submitted the revised proposal for both the sites (Dehra and Dharamshala). Finally, taking cognizance of the urgency of the matter and on the

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recommendation of the Adhoc Building Committee, the formal acceptance of the University to the proposal sent by the EdCIL was conveyed to them, asking them to go ahead with the job immediately and arrange to complete the same within the stipulated time. It is also to apprise the Finance Committee that the EdCIL has taken up the work and the work is in progress.

A copy of the final proposal received from the EdCIL (India) is placed before the Finance Committee as per Annexure-1.5A(i)&(ii). The consultancy charges and terms of payment of the EdCIL India, are as under:

EdCIL consultancy charges:

Dehra Site:

1. Survey investigations and Contouring

Sr.No.	Items	Consultancy fee
1.	Detailed contour survey and submission of report	Rs.1,00,000.00
2.	Geo technical investigation at site and submission of report	Rs.1,00,000.00
3.	Hydrological survey at site and submission of report	Rs.1,00,000.00
	Total	Rs.3,00,000.00

II. Preparation of Master Plan

Sr.No.	Proposed site	Amount
1.	892 acres at Dehra	Rs.25,00,000.00

Terms of payment:

Sr.No.	Stage	Consultancy charges
1.	On issuance of acceptance letter	40%
2.	On completion of physical survey at site	20%
3.	On completion of geo technical at site	20%
4.	On completion of hydrological survey at site	5%
5,	On submission of reports towards physical, geo technical and hydrological survey	5%
6,	On submission of Master Plan and satisfactory work report by the university	10%

Reimbursement on actual basis towards contour, geo-technical and hydrological survey:

The expenditure incurred by EdCIL to conduct/undertake contour survey, geo technical investigations and hydrological survey, shall be reimbursed on actual basis by Central University of Himachal Pradesh to EdCIL.

EdCIL shall raise reimbursement claims as under:

Sr.No.	Stage	% of reimbursement
1.	On issuance of work order	40%
2.	On completion of physical survey	20%
3.	On completion of geo technical investigation	20%
4.	On completion of hydrological survey	5%
5,	On submission of reports towards physical, geo	5%

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	technical and hydrological survey	
6,	On submission of Master Plan and satisfactory work report by the university	10%

Taxes/duties shall be charged on actual basis.

Dharamshala Site:

1. Survey investigations and Contouring

Sr.No.	Items	Consultancy fee
1.	Detailed contour survey and submission of report	Rs.75,000.00
2.	Geo technical investigation at site and submission of report	Rs.75,000.00
3.	Hydrological survey at site and submission of report	Rs.75,000.00
	Total	Rs.2,25,000.00

II. Preparation of Master Plan

Sr.No.	Proposed site	Amount
1.	167 acres at Dharamshala	Rs.12,00,000.00

Terms of payment:

Sr.No.	Stage	Consultancy charges
1.	On issuance of acceptance letter	40%
2.	On completion of physical survey at site	20%
3.	On completion of geo technical at site	20%
4.	On completion of hydrological survey at site	5%
5,	On submission of reports towards physical, geo technical and hydrological survey	5%
6,	On submission of Master Plan and satisfactory work report by the university	10%

Reimbursement on actual basis towards contour, geo-technical and hydrological survey:

The expenditure incurred by EdCIL to conduct/undertake contour survey, geo technical investigations and hydrological survey, shall be reimbursed on actual basis by Central University of Himachal Pradesh to EdCIL.

EdCIL shall raise reimbursement claims as under:

Sr.No.	Stage	% of reimbursement
1.	On issuance of work order	40%
2.	On completion of physical survey	20%
3.	On completion of geo technical investigation	20%
4.	On completion of hydrological survey	5%
5,	On submission of reports towards physical, geo technical and hydrological survey	5%
6,	On submission of Master Plan and satisfactory work report by the university	10%

Taxes/duties shall be charged on actual basis.

A sum of Rs.19,68,012.00 has been paid to EdCIL on account of 40%

The Finance Committee noted the action taken for constitution of Adhoc Building Committee and awarding the work to the EdCIL. The Committee further perused the deliberations that took place during the meetings of the Adhoc Building Committee and noted the payment made to EdCIL. The Committee recommended the matter to the Executive Council for ratification.

Item No. 1.6: To apprise the Finance Committee about the payments made to the Public Works Department Dharamshala and Forest Departments at Dharamshala and Dehra.

The following payments have been made to the Public Works Department Dharamshala and Forest Departments at Dharamshala and Dehra for the purpose indicated against each:

Sr. No.	Name of the Department	Purpose for which payment made	Amount
1.	P.W.D. Dharamshala	Providing and fixing boundary pillars to the University land at Dharamshala	7,84,600.00
2.	D.F.O. Dharamshala	Demarcation and Enumeration of trees in the University land	30,907.00
3.	D.F.O. Dehra	Demarcation and Enumeration of trees in the University land	2,70,000.00

The action taken was noted and ratified by the Finance Committee and reported to the Executive Council.

Item No.1.7: To report to the Finance Committee the matter regarding preparation and submission of the Budget Estimates for the financial year 2009-10 and the Actuals for the year 2008-09 and Budget Estimates for the year 2010-11 and Actuals for the year 2009-10 to the Executive Council (Annexure 1.7A).

The Budget Estimates of the university are required to be prepared by the Finance Officer of the University, in terms of the provisions of Statute 7(7)(c), who is responsible for the preparation of Budget Estimates of the university and for their presentation to the Executive Council. However, since the university is in its initial stage of establishment and the Finance Officer has not been appointed, the Budget Estimates for the financial year 2009-10 and Actuals for the year 2008-09 and the Budget Estimates for the financial year 2010-11 and Actuals for the year 2009-10 were prepared by the Deputy Registrar under the guidance and supervision of the Vice-Chancellor.

The Budget Estimates so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the same are required to be submitted to the Executive Council for approval. However, keeping in view the fact that the Finance Committee was not constituted and its meeting was not likely to be held before the meeting of the Executive Council, it was found necessary to place the budget estimates before the Executive Council in order to keep the process in order.

The Executive Council vide item No.1.2(S) of its first meeting held on 24.7.2010, considered and approved Budget Estimates for the financial year 2009-10 and Actuals for the year 2008-09 and the Budget Estimates for the financial year 2010-11 and Actuals for the year 2009-10.

The matter together with a copy of Budget Estimates for the financial year 2009-10 and Actuals for the year 2008-09 and the Budget Estimates for the financial year 2010-11 and Actuals for the year 2009-10, is placed before the Finance Committee as a reporting item for kind information and perusal.

It is to apprise the Finance Committee that during the financial year 2009-10 a grant amounting to Rs.300.00 lakhs was provided by the UGC and the Budget Estimates have been accordingly prepared making provisions for the execution of the plans and policies of the University. Further, the information on the prescribed proformas entitled 'Progress and Development Proposals for 2010-11, were sent to the University Grants Commission, which have been taken as guiding principles for the preparation of Budget Estimates for the Year 2010-11.

The Finance Committee noted the action taken.

Item No.1.8: To report to the Finance Committee the matter regarding preparation and submission of the Annual Accounts for the financial year 2009-10 to the Executive Council (Annexure 1.8A).

The annual accounts of the university are required to be prepared by the Finance Officer of the University, in terms of the provisions of Statute 7(7)(c), who is responsible for the preparation of annual accounts of the university and for their presentation to the Executive Council. However, since the university is in its initial stage of establishment and the Finance Officer has not been appointed, the Annual Accounts for the financial year 2009-10 were prepared by the Deputy Registrar under the guidance and supervision of the Vice-Chancellor.

The annual accounts so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the accounts are required to be submitted to the Executive Council for approval. However, keeping in view the fact that the Finance Committee was not constituted and its meeting was not likely to be held before the meeting of the Executive Council, it was found necessary to place the annual

accounts for the year 2009-10 before the Executive Council in order to cut short the avoidable delay, so as to adhere to the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008, which have been circulated among the Central Universities by University Grants Commission vide their letter F.2-2/94-(CU) dated 21.7.2008. These instructions, inter alia stipulate that after the close of the accounting year the annual accounts are required to be prepared and got adopted by the Executive Council by 30th June of the following year before being sent to the audit authorities for commencement of audit.

The annual accounts have been prepared strictly as per the Common Format of Accounts, guidelines and instructions issued by the University Grants Commission vide their letter No.F.17-1/97(CU) dated 29.9.2003, consisting of Balance sheet, Income & Expenditure Account, Schedules to the said Financial statements, Instructions and Accounting Principles and Statement of Receipts and Payments. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Income Tax Act.

The Executive Council vide item No.1.1(S) of its first meeting held on 24.7.2010 considered the Annual Accounts for the financial year 2009-10 and appreciated the efforts of the University in timely completion of the Annual Accounts and approved the same. The Executive Council further directed that the University may approach the CAG for Post Audit of the accounts of the University

Accordingly, the matter was taken up with the Comptroller and Auditor General of India vide this office letter No.Comp.1-1/CUHP/2010/417-19 dated 17.8.2010 for getting the accounts audited, followed vide reminders of even number dated 24.9.2010, 15.10.2010 and 22/23.11.2010. The CAG audit party has finally undertaken the audit of accounts of the University on December 13-18, 2010. The draft separate audit report of the CAG has been received which is being attended to on priority and further action to submit the same to the University Grants Commission and Ministry of Human Resource Development shall be taken. The matter together with a copy of Annual Accounts for the financial year 2009-10, is placed before the Finance Committee as a reporting item for kind information and perusal.

It is to apprise the Finance Committee that during the financial year 2009-10 a grant amounting to Rs.300.00 lakhs was provided by the UGC out of which a sum of Rs.7.45 lakhs was spent upto 31.3.2010 and the unspent balance of Rs.292.55 lakhs has been taken as the opening balance for the year 2010-11

The Finance Committee noted the action taken.

ITEMS FOR CONSIDERATION AND APPROVAL

Item No.1.9: To place before the Finance Committee 'The Regulations for the conduct of the business of the Finance Committee (Annexure 1.9A).

Section 29 of the Central Universities Act and Statute 38 of the 1st Statutes set out in the Second Schedule to the Act *ibid*, provide that the authorities of the University may make Regulations consistent with the Act, Statutes and the Ordinances, for the conduct of their own business, procedure to be observed at their meetings and the number of members required to form quorum; providing for the giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.

Under the above provisions of the Act and Statutes, the draft regulations for the conduct of the business of the Finance Committee have been prepared, keeping various provisions of the Act and Statutes in view and are placed before the Finance Committee as per Annexure, for consideration and approval.

The Finance Committee considered and approved the Regulations for the conduct of its business. It was, however, observed that under Sr.No.8, the regular meetings of the Finance Committee should be held at least three times in a year instead of two. Further, Sr.No.10, should be worded as “a special meeting of Finance Committee shall be convened by the Finance Officer under the direction of the Vice-Chancellor, on a date, place and time fixed by him.

Item No. 1.10: To place before the Finance Committee the Budget Estimates for the financial year 2011-12 and the Revised Estimates for the year 2010-11 (Annexure – 1.10A).

The Budget Estimates of the university are required to be prepared by the Finance Officer of the University, in terms of the provisions of Statute 7(7)(c), contained in The Second Schedule of the Central Universities Act 2009. The Finance Officer is responsible for the preparation of Budget Estimates of the university and for their presentation to the Executive Council.

However, since the university is in its initial stage of establishment and the post of the Finance Officer though advertised but is yet to be filled up, these estimates have been prepared by the Officer on Special Duty (Finance), under the direction and supervision of the Vice-Chancellor. The estimates are based on actual flow of expenditure for revenue and capital items since only the Plan Development grant has been provided by the University Grants Commission.

The Budget Estimates so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the same are required to be submitted to the Executive Council for approval.

It is to apprise the Finance Committee that there was an unspent balance of Rs.292.55 lakh as on 31.3.2010 which has been taken as opening balance for the year 2010-11 and during the financial year 2010-11 a grant amounting to Rs.1500.00 lakhs has been provided by the UGC. In addition, a sum of Rs.31.48

lakhs is anticipated as income during the year. Thus the total availability of funds during the year 2010-11 is estimated to be Rs.1824.03 lakh against which the revised expenditure has been estimated to be Rs.1050.00 lakh, thus leaving a sum of Rs.774.03 lakh as unspent balance as on 31.3.2011. The Revised Estimates for the year 2010-11 have been prepared accordingly. During the year 2011-12, the estimated expenditure is likely to be Rs.5300.00 lakh. The unspent balance of the previous year is reflected to be opening balance and estimated income is anticipated to be Rs.47.97 lakhs. Thus, funds amounting to Rs.4478.00 lakh are required as grant-in-aid from the UGC. In addition, a proposal for starting new departments/courses during the year 2011-12 has been sent to the UGC and accordingly a new scheme has been formulated and included in the Budget Estimates for the year 2011-12 with a token provision of Rs.225.00 lakh. The Budget Estimates for the year 2011-12 have been accordingly prepared making provisions for the execution of the plans and policies of the University.

The Finance Committee considered the Budget Estimates of the University for the year 2011-12 and Revised Estimates for the year 2010-11, and recommended the same to the Executive Council for approval. It was, however, observed that the Pay Band and Grade Pay of the posts should as per UGC guidelines and the Revised Pay Commission.

TABLE AGENDA

Item No.1.11(T): To place before the Finance Committee, the creation of posts in Raj Bhasha Hindi.

The matter was taken up by the University with the University Grants Commission for providing minimum posts in Raj Bhasha Hindi, required for complying with the directions of the Government for promoting Raj Bhasha Hindi. The UGC vide their letter F.No.16-1/2008 dated Dec. 2010, has approved the creation of the following positions in Hindi:

Post	Unrevised pay scale	Revised pay band and grade pay	
		Pay band	Grade pay
Hindi Stenographer	3050-4590	PB - 1	1900
Hindi Translator	6500-10500	PB - 2	4200
Hindi Officer	8000-13500	PB - 3	5400

These posts are urgently required in the University so as to comply with the directions/instructions of the Govt for promoting Raj Bhasha Hindi, and carrying out the official correspondence in Hindi. A separate new scheme for the purpose has been reflected in the Budget Estimates of the University for the year 2011-12 and revised estimates 2010-11. The financial liability for creation above positions shall be Rs.10.00 lakh, per annum, which shall be met out of the normal development grant-in-aid of the University.

The Finance Committee for considered and recommended the above posts to the Executive Council for creation. It was, however, observed that while notifying the creation of these posts, the new Pay Band and Grade Pay should be mentioned.

Item No.1.12(T):To place before the Finance Committee, the proposal received from RITES Limited, Govt. of India Enterprise, New Delhi for imparting Project Management Consultancy to Central University of Himachal Pradesh, for the Campus Development (Annexure 1.12(T)).

An Expression of Interest was received from RITES Limited, Govt. of India Enterprise, New Delhi for providing Project Management Consultancy to the University in developing its campuses. In order to consider the viability, Shri Y.K. Sharma, General Manager (CP), RITES was asked to give presentation on (a) the Scope and magnitude of work that they are capable of taking and (b) terms and conditions and modalities of engagement that RITES propose. Accordingly, Shri Y.K. Sharma, General Manager (CP), RITES visited the University on 4.12.2010 and detailed discussions were held with him. It was gathered that the RITES have vast experience and expertise to undertake such projects and they have undertaken similar works at several educational institutions/ universities. Shri Sharma indicated that there are two modes of going ahead with the work i.e. (i) where the Architect is to be appointed by the RITES with the approval of the University and (ii) where the Architect is to be appointed by the University. It was decided to request the RITES to send to the University the proposal for entering into agreement with the RITES under these two alternatives. The University has now received draft agreements from the RITES.

The Finance Committee considered and recommended to the Executive Council for approval that the University may be allowed to engage RITES Ltd. as Project Management Consultants with Architect to be appointed by the RITES with University approval. The consultancy fee and other conditions should be at par with Central University of Karnataka.

Item No.1.13(T):To place before the Finance Committee, the proposal regarding participation of Prof. Furqan Qamar, Vice-Chancellor, in the delegation of Vice-Chancellors to Canada during March-May, 2011 (Annexure 1.13(T)).

Prof. Sunaina Singh, President, Shastri Indo-Canadian Institute, vide letter dated 7.1.2011, placed at Annexure 1.3SA, has intimated that during the year 2011, the Shastri Indo-Canadian Institute, is leading a delegation of Vice-Chancellors to Canada to initiate formulating a policy dialogue on the bilateral linkages and collaborations in higher education with the President of Canadian Universities. Prof. Sunaina Singh has extended invitation to Prof. Furqan Qamar, Vice-Chancellor of the University to be a part of the said delegation. The local hospitality is to be provided for stay in Canada by the Institute and the international travel shall have to be covered by the University. The Vice-Chancellor intends to participate on the said delegation.

According to the guidelines of Ministry of Human Resource Development, Govt. of India, there is no restriction/condition for obtaining the prior approval of the Govt. for the foreign visits of the Vice-Chancellors for a period of six weeks in a financial year with no restriction on the number of visits. However, since the international travel is to be met by the University, the matter is placed before the Finance Committee for consideration and approval.

The Finance Committee approved the proposal with the stipulation that in future if the Vice-Chancellor has to attend any conference or join any delegation, etc., he is authorised to undertake such visits and no such proposals need to be brought before the Finance Committee.

Item No.1.14(T):To place before the Finance Committee the matter regarding 1 GB connectivity to Central University of Himachal Pradesh under NMEICT/NKN and payment of Rs.49,63,500.00 with taxes to BSNL.

The Assistant General Manager, Telecom Division, Dharamshala, vide his letter dated 25.10.2010, informed that the BSNL has been entrusted with the responsibility of providing 1GB connectivity to Central University of Himachal Pradesh, as planned for National Knowledge Network (NKN). He also raised a demand note amounting to Rs.49,63,500.00 and requested the University to pay the amount or issue a signed undertaking on behalf of the University assuring payment soon so that they could provide the connectivity. The said undertaking to make the payment was given by the University. Subsequently, the Director General, Ministry of Communication and IT, National Information Centre, New Delhi, vide letter dated 28.10.2010, requested the University that in order to facilitate smooth communication and coordination, at least one senior official may be nominated to have liaison with the NKN team. Accordingly Prof. Yoginder Verma, OSD (Admn) was nominated for the purpose. The General Manager Telecom has again requested vide his letter dated 3.1.2011, that since the work for providing 1GB connectivity under NMEICT is already under process, the payment may be made to them at earliest. In reference to this letter, it has been intimated by the University that as earlier intimated by them vide letter dated 25.10.2010 and also by the Director General, Ministry of Communication & IT, NIC, the 1GB connectivity is to be commissioned under NKN through NIC. Keeping the above facts in view, the payment of Rs.49,63,500.00 has not yet been released to the BSNL, despite their continuous requests. The matter is being taken up with the MHRD as to whether the CUHP is covered under NMEICT or under NKN and as to whether the University is required to make payment.

The matter is placed before the Finance Committee for information and authorizing the payment in case the MHRD informs that the university is covered under NMEICT and to make payment.

The Finance Committee reconsidered the proposal and recommended to the Executive Council for approval.

Item No.1.15(T):To place before the Finance Committee the matter regarding approval of University Logo and giving away a prize of Rs.25,000.00 to the best entry.

The matter regarding selection of Logo of the University was placed before the Academic Council in its first meeting held on 10.7.2010 vide item No.1.14(iii) and some logos were presented before the Academic Council for consideration. The Academic Council considered the logos and felt that more entries be invited and if the need be the University may organise a competition with the offer of prize. The Academic Council authorised the Vice Chancellor to constitute a Committee of experts to finalise the Logo of the University. The Executive Council concurred with the recommendation of the Academic Council. Accordingly, the action to invite entries was taken and as much as 89 entries have been received. Now as authorized by the Academic Council and the Executive Council, a Committee is being constituted by the Vice-Chancellor to finalise the log of the University. It is proposed to give away a prize of Rs.25,000.00 to the best entry so selected and finalized by the said Committee.

The proposal was considered and recommended to the Executive Council for approval.

The Finance Committee expressed its satisfaction on the progress made and the management of finances of the university. It put on record its appreciation and commendations for the Vice Chancellor and his small team for the preparation of Budget Estimates and Annual Accounts and the Balance Sheet of the University on time, and arranging audit of accounts by the CAG of India, despite constraints in terms of staff and other facilities.

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

(B.R. Dhiman)
Officer on Special Duty (Finance),
Central University of Himachal Pradesh

Countersigned

**(Prof. Furqan Qamar)
Vice-Chancellor - Chairman**

TA/DA and conveyance allowance rules/rates in respect of outside official and non-official members and Experts

No.Bud.3-4/CUHP/2010/

Dated: 15.10.2010

OFFICE ORDER

The Vice-Chancellor has been pleased to lay down the following TA/DA and conveyance allowance rules/rates in respect of outside official and non-official members and Experts, as under:

TRAVELLING ALLOWANCE/CONVEYANCE ALLOWANCE

(A) Non-official members/Experts

Outstation members/Experts

- (i) **Travel by Air:** The non-official retired members and retired experts will be entitled to travel by air by the class to which he/she was entitled before retirement. Other non-official members/experts will be entitled to travel by air by cheapest fare in economy class inclusive of Development Fee charged, if any. The journey by private airlines is also permissible subject to the condition that the fare charged is not more than Air India Fare.
 - (ii) **Travel by Train:** The Non-official members/experts will be entitled to travel by all trains including Rajdhani Express/Shatabadi Express. They will be entitled to travel by the class of entitlement before retirement. The cancellation charges shall also be reimbursable in case of cancellation or postponement of meeting by the University.
 - (iii) **Travel by Taxi/own car:** If the travel is undertaken by outstation non-official members/experts for intercity travel from the place of residence/office head quarters to the place of the meeting by taxi or in his own car, the road mileage payable will be limited to 350 kms (one side) or actual distance covered whichever is less @ Rs.8.00 per KM. If the distance covered is more than 350 kms (one side) the reimbursement will be limited to 350 kms (one side) only.
 - (iv) **Road mileage:** The taxi/own car (AC/non-AC) fare from residence to airport/railway station/ Bus stand and from the place of meeting to airport/railway station/ bus station shall be payable @ Rs.16.00 per km and auto riksha/scooter @ Rs.8.00 per km
 - (v) **Local journey:** Actual expenditure incurred.
- (B) **Official members/Experts:** They shall be governed as per FRs/SRs (TA)Rules.

DAILY ALLOWANCE

(A) Non-official members/experts

(i) Outstation Members/Experts

Rs.1000.00 per day (inclusive of boarding/lodging) if the Member/ Expert stay in a Hotel and produces a Receipt. Rs.250.00, if the member/expert makes his own arrangements irrespective of the classification of the city or arrangement made and the expenditure borne by the University, for stay (lodging only) in any State Guest House or for single room in medium range ITDC of State run Tourist hotels/hostels or registered societies like IIC of India Habitat Centre, for which prior approval of the University is required to be obtained.

(ii) **Local Members/Experts**: No DA is payable to local members/experts.

(B) **Official members/experts**: As per their entitlement under FRs/SRs (TA) Rules.

SITTING FEE/HONORARIUM:

The sitting fee/honorarium shall also be payable as per University Rules.

The officers/officials will not be covered under this arrangement. They will be covered under FRs/SRs (TA) Rules.

These orders shall come into force from 1st October, 2010.

Deputy Registrar
Central University of Himachal Pradesh

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1.0 PROFILE

Ed.CIL (India) Limited, a Government of India Enterprise, under Ministry of Human Resource Development, Govt. of India is a consultancy organization covering the entire spectrum of human resource development activities on a turnkey basis with the objective of setting up new standards and benchmarking in the quality education.

Ed.CIL strives to provide holistic solutions to the education sector by providing services in the field of *Institutional Development, Procurement, Technical Assistance, Placement & Secondment and Testing*. Impeccable track record of offering services to the satisfaction of Client has earned status of 'Mini Ratna Organization' for Ed.CIL and also been awarded Prime Minister Award of Excellence for the year 1998-99.

EdCIL has also been awarded 'Excellent Rating' for its achievement as per the MOU with MHRD for last two consecutive years.

2.0 AN OVERVIEW

- Accumulated experience in a variety of activities during the last 28 years.
- Managed by a Board of Directors, comprising of Senior Government officials and eminent specialists from industry and academia of international repute and standing.
- Ed.CIL is a Government of India enterprise having vast experience in Institutional Development Project for various Government and Public Organizations.
- We believe in competitive operating style through a lean structure. However, to augment the in-house strength, we have flexibility to engage Consultants, Advisors and Experts for a wide variety of projects.
- ISO 9001-2000 & 14001-2009 Certified Organization.
- Strength of Ed.CIL lies in '*Networking of Resources*' and their efficient management for timely project delivery.
- ISO 9001-2000 & 14001-2009 Certified Organization in the field of Education and Human Resource Development.
- We operate through Project Management Concept i.e. accomplish the task on Time and well within the Budgeted Cost.

- Project Team of EdCIL comprises of multidisciplinary team of professionally qualified Engineers having wide experience of multifaceted issues connected to Project Management.
- Project Team is backed by a battery of consultants well versed in their respective fields.
- EdCIL has a panel of renowned Architects at all India Level of different categories.
- Last but not the least, Ed.CIL is sensitive & responsive to the precise requirements of our clientele.

3.0 OUR RANGE OF SERVICES :

- Conduct of Feasibility Studies
- Preparation of Master Plan
- Conceptualisation of Schemes
- Preparation Engineering Designs
- Bid Preparation
- Undertake Techno Commercial Evaluation
- Award of Work
- Implementation and Monitoring
- Quality Assurance and Inspection

4.0 EDCIL SERVICES UNDER PROJECT MANAGEMENT CONSULTANCY

Pre-Construction

Design Stage

- Finalize Architect
- Survey/Investigations
- Master/Concept Plan
- Preliminary Cost Estimates
- Facilitating approval from Statutory Authorities {if required}
- Detailed Design Engineering

Solicitation Process

- Invitation for Bid
- Contract Award
- Finalize Agreement

Construction Activities

- Supervision & Project Monitoring
- Quality Assurance
- Process Claims

Post-Construction Management

- Finalize Accounts
- Managing Maintenance Period Obligations
- Attend Rectification Jobs

5.0 PRESENT SCOPE OF WORK

The general *Scope of Services* for the assignment covers the following activities:

5.1 Detailed Contour Survey

5.1.1 EdCIL scope of work under the detailed contour survey shall include contour interval of maximum 5 meters, depicting all existing physical features like electricity lines, nallahs, trees, road infrastructure, houses, temples, water sources, etc. alongwith soft copy of the contour survey in AutoCAD

5.1.2 EdCIL shall finalize the various specifications and other technical details of the work and invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

The agency shall undertake the survey work as per the standard guidelines & procedures laid down alongwith the details pertaining to the mapping of plantation/trees.

5.1.3 EdCIL shall closely monitor the entire scope of contour survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report and drawings of contour survey to Central University of Himachal Pradesh.

5.2 Geo-Technical Survey

5.2.1 The investigations includes type of soil, sliding zone, etc.

5.2.2 EdCIL shall finalize the various specifications and other technical details for the following heads :

- i) Field Tests
 - Drilling bore holes
 - Standard Penetration Test
 - Disturbed/Un-disturbed Samples
 - Sub-soil water
- ii) Laboratory Tests
- iii) Investigations & Report Preparation

5.2.3 After the finalization of the specifications of the work, invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

EdCIL shall closely monitor the entire scope of Geo-technical survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report and drawings of Geo-technical survey to Central University of Himachal Pradesh.

5.3 Hydrological Survey

EdCIL shall finalize specifications for conducting hydrological survey and invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

In the said survey, detailed recording of ground water table after completion of boring and carrying out chemical tests on this water so as to analyse its effect on concrete and also portability of water. Also the said assignment shall include the recommendation for location of bore well, identification of existing aquifer and indicating the yield, etc.

EdCIL shall closely monitor the entire scope of Hydrological survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report of Hydrological survey to Central University of Himachal Pradesh.

5.4 Preparation of Master Plan

5.4.1 The Master Plan shall include zoning of the academic, administrative, residential and other buildings, road new work, sewerage system, electricity and sanitary lines, drainage system, water harvesting, landscaping, green area, etc including 3D view of the master plan, details of the trees to be fell/uprooted for providing the above facilities.

5.4.2 A layout plan depicting demarcation of boundaries shall be provided by the Central University of Himachal Pradesh to Ed.CIL within 15 days of acceptance of this Proposal, as this shall facilitate Ed.CIL for the preparation of Master Plan. The various criteria that are to be considered while preparing the Master Plan are as under:

- i. Assess the present and future, physical infrastructure requirements for the construction of Central University of Himachal Pradesh.
- ii. Prepare 'Schedule of Requirements' based on interactive sessions with Project Coordinating Officer, Central University of Himachal Pradesh.
- iii. Present & obtain approval of the 'Schedule of Requirements' from Central University of Himachal Pradesh.
- iv. Conceptualise the scheme.
- v. Prepare an Integrated Master Plan for the development of Central University of Himachal Pradesh.

EdCIL shall undertake preparation of Master Plan by strictly adhering to the '**Vision Document & Strategic Plan**' prepared by the University.

6.0 TIME FRAME

S.No.	Activities	Duration	Cumulative Time Period
6.1	Site Inspection	7 days <i>(Work shall be initiated after the receipt of advance amount from University)</i>	7 days
6.2	Detailed Contour Survey at site and submission of report	30-45 days <i>(From the date of award of work to the specialized agency)</i>	45 days
6.3	Geo-technical Investigation at site and submission of report	25-30 days <i>(From the date of award of work to the specialized agency)</i>	5 days (Over lapping period)
6.4	Hydrological Survey at site and submission of report	20-30 days <i>(From the date of award of work to the specialized agency)</i>	5 days (Over lapping period)
6.5	Master Plan		
(i)	Study & analyze the infrastructural requirements for construction of Central University of Himachal Pradesh	Nil <i>No time is specified as the infrastructure requirement and other details shall be directly taken from the 'Vision Document & Strategic Plan'.</i>	Nil
(ii)	Preparation of Master Plan	30 days <i>{After receipt of Central University of Himachal Pradesh approval to the Schedule of Requirements}</i>	30 days
Total			92 days Say 3 months

7.0 ED.CIL CONSULTANCY CHARGES

Ed.CIL's lumpsum consultancy charges would be regulated stage wise as under:

I. Survey investigations and Contouring:

The expenditure incurred by Ed.CIL to conduct/ undertake any survey/test/investigations viz. physical survey, geo-technical investigations or any other tests shall be reimbursed on actual basis by the Central University of Himachal Pradesh at Dehra, in the Kangra District of Himachal Pradesh to Ed.CIL.

EdCIL shall charge consultancy fees on lump sump for undertaking the said activities.

[Type the document title]

S.No.	Items	Consultancy fees for Dehra site
1.	Detailed Contour Survey at site and submission of report	Rs. 1,00,000.00
2.	Geo-technical Investigation at site and submission of report	Rs. 1,00,000.00
3.	Hydrological Survey at site and submission of report	Rs. 1,00,000.00
Total		Rs. 3,00,000.00

II. Preparation of Master Plan:

The fees for preparation of Master Plan for the establishment of Central University of Himachal Pradesh at Dehra, in the Kangra District of Himachal Pradesh shall be follows :

S.No.	Proposed Site	Amount
1.	892 Acres at Dehra	Rs. 25,00,000.00
Total		Rs. 25,00,000.00

Note : The above mentioned fees excludes services charges. Central University of Himachal Pradesh shall pay service charges to EdCIL on actual basis.

8.0 TERMS OF PAYEMNT

A) The EdCIL's Consultancy fees is regulated as below :

S.No.	Stage	Ed.CIL's Consultancy Charges
i).	On issuance of acceptance letter to this proposal.	40% of Rs. 28,00,000.00 shall be released to EdCIL as an advance amount {Rs. 3,00,000.00 (Survey investigations and Contouring) & Rs. 25,00,000.00 (Preparation of Master Plan)}
ii)	On Completion of physical survey at site.	20%
iii)	On Completion of Geo-technical at site	20%
iv)	On Completion of Hydrological survey at site	5%
v).	On Submission of reports towards physical, Geo-technical and Hydrological survey.	5%
vi).	On Submission of Master Plan & satisfactory work report by the university.	10%

B) Reimbursement on actual basis towards Contour, Geo-technical & Hydrological Survey

The expenditure incurred by Ed.CIL to conduct/ undertake contour survey, geo-technical investigations & hydrological survey shall be reimbursed on actual basis by the Central University of Himachal Pradesh to Ed.CIL.

EdCIL shall raise reimbursement claims (invoice) toward the above mentioned activities as per the stages detailed below:

S.No.	Stage	% of Reimbursement
i).	On issuance of work order to the agency.	40% on the total value of work orders <i>(total value of work order means cost towards physical, geo-technical & hydrological)</i> .
ii).	On completion of physical survey.	20% on the total value of work orders.
iii).	On completion of Geo-technical Investigation.	20% on the total value of work orders.
iv).	On completion of Hydrological survey.	5% on the total value of work orders.
v).	On submission of reports towards physical, Geo-technical and Hydrological survey.	5% on the total value of work orders.
vi).	On submission of reports towards physical, Geo-technical and Hydrological survey & satisfactory work report by the university.	10% on the total value of work orders.

9.0 TAXES

- I. Applicable taxes/duties levied by the Government will be charged on actual basis.
- II. Ed.CIL shall be liable and responsible for payment of Income Tax, which may be leviable on its fee. In case Central University of Himachal Pradesh recovers any part of the Taxes, it shall timely issue the tax deduction certificates for such deductions.
- III. Service Tax will be paid extra by Central University of Himachal Pradesh on Ed.CIL's fees at prevailing rates as per Government norms.

10.0 OBLIGATION OF CLIENT

- I. The Central University of Himachal Pradesh will nominate their official for identifying the proposed site boundaries as per the approved basic survey plan issued by revenue authority identifying the Kasra No. at the time of undertaking various surveys/investigations by EdCIL.
- II. The Central University of Himachal Pradesh shall nominate Project Coordinating Officer (PCO) who can be associated for discussions with the Ed.CIL and for

communicating approval of various plans, estimates etc and coordinating the various activities.

- III. The Central University of Himachal Pradesh shall provide suitable land free from encroachment and with clear title.
- IV. The Central University of Himachal Pradesh shall facilitate seeking necessary permission/approval from the various authorities to undertake the surveys/investigations activities.
- V. The Central University of Himachal Pradesh shall release the payment with the 15 days from the date of raising invoice by EdCIL.
- VI. As this is a time bound project, PCO shall ensure communication of their decisions whenever referred to, within 7 days of such a request from the Ed.CIL.
- VII. The Central University of Himachal Pradesh shall permit EdCIL's agencies to erect a site office, site stores yard at the premises free of ground rent for the period under consideration.
- VIII. In case the Central University of Himachal Pradesh desires to stop the work after the agencies had initiated the work, then the Central University of Himachal Pradesh shall reimburse the claims to EdCIL to the extent the settlement made by EdCIL with the respective agencies to whom the work has been awarded.

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11.0 PROFILE

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EdCIL has also been awarded 'Excellent Rating' for its achievement as per the MOU with MHRD for last two consecutive years.

12.0 AN OVERVIEW

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- ISO 9001-2000 & 14001-2009 Certified Organization.
- Strength of Ed.CIL lies in '*Networking of Resources*' and their efficient management for timely project delivery.

- ISO 9001-2000 & 14001-2009 Certified Organization in the field of Education and Human Resource Development.
- We operate through Project Management Concept i.e. accomplish the task on Time and well within the Budgeted Cost.
- Project Team of EdCIL comprises of multidisciplinary team of professionally qualified Engineers having wide experience of multifaceted issues connected to Project Management.
- Project Team is backed by a battery of consultants well versed in their respective fields.
- EdCIL has a panel of renowned Architects at all India Level of different categories.
- Last but not the least, Ed.CIL is sensitive & responsive to the precise requirements of our clientele.

13.0 OUR RANGE OF SERVICES :

- Conduct of Feasibility Studies
- Preparation of Master Plan
- Conceptualisation of Schemes
- Preparation Engineering Designs
- Bid Preparation
- Undertake Techno Commercial Evaluation
- Award of Work
- Implementation and Monitoring
- Quality Assurance and Inspection

14.0 EDCIL SERVICES UNDER PROJECT MANAGEMENT CONSULTANCY

Pre-Construction

Design Stage

- Finalize Architect
- Survey/Investigations
- Master/Concept Plan
- Preliminary Cost Estimates
- Facilitating approval from Statutory Authorities {if required}
- Detailed Design Engineering

Solicitation Process

- Invitation for Bid
- Contract Award
- Finalize Agreement

Construction Activities

- Supervision & Project Monitoring
- Quality Assurance
- Process Claims

Post-Construction Management

- Finalize Accounts
- Managing Maintenance Period Obligations
- Attend Rectification Jobs

15.0 PRESENT SCOPE OF WORK

The general *Scope of Services* for the assignment covers the following activities:

15.1 Detailed Contour Survey

15.1.1 EdCIL scope of work under the detailed contour survey shall include contour interval of maximum 5 meters, depicting all existing physical features like electricity lines, nallahs, trees, road infrastructure, houses, temples, water sources, etc. along with soft copy of the contour survey in AutoCAD

15.1.2 EdCIL shall finalize the various specifications and other technical details of the work and invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

The agency shall undertake the survey work as per the standard guidelines & procedures laid down along with the details pertaining to the mapping of plantation/trees.

15.1.3 EdCIL shall closely monitor the entire scope of contour survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report and drawings of contour survey to Central University of Himachal Pradesh.

15.2 Geo-Technical Survey

5.2.1 The investigations includes type of soil, sliding zone, etc.

5.2.2 EdCIL shall finalize the various specifications and other technical details for the following heads :

- i) Field Tests
 - Drilling bore holes
 - Standard Penetration Test
 - Disturbed/Un-disturbed Samples
 - Sub-soil water
- ii) Laboratory Tests
- iii) Investigations & Report Preparation

5.2.3 After the finalization of the specifications of the work, invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

EdCIL shall closely monitor the entire scope of Geo-technical survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report and drawings of Geo-technical survey to Central University of Himachal Pradesh.

15.3 Hydrological Survey

EdCIL shall finalize specifications for conducting hydrological survey and invite quotations from the specialized agencies and critical evaluation of their credentials etc. The agency so identified shall be engaged for undertaking the said assignment.

In the said survey, detailed recording of ground water table after completion of boring and carrying out chemical tests on this water so as to analyse its effect on concrete and also portability of water. Also the said assignment shall include the recommendation for location of bore well, identification of existing aquifer and indicating the yield, etc.

EdCIL shall closely monitor the entire scope of Hydrological survey work as per the requirement of the proposed project.

Thereafter, EdCIL shall scrutinize all the technical details & drawings and submit 3 copies of report of Hydrological survey to Central University of Himachal Pradesh.

15.4 Preparation of Master Plan

5.4.1 The Master Plan shall include zoning of the academic, administrative, residential and other buildings, road new work, sewerage system, electricity and sanitary lines, drainage system, water harvesting, landscaping, green area, etc including 3D view of the master plan, details of the trees to be fell/uprooted for providing the above facilities.

5.4.2 A layout plan depicting demarcation of boundaries shall be provided by the Central University of Himachal Pradesh to Ed.CIL within 15 days of acceptance of this Proposal, as this shall facilitate Ed.CIL for the preparation of Master Plan. The various criteria that are to be considered while preparing the Master Plan are as under:

- vi. Assess the present and future, physical infrastructure requirements for the construction of Central University of Himachal Pradesh.
- vii. Prepare 'Schedule of Requirements' based on interactive sessions with Project Coordinating Officer, Central University of Himachal Pradesh.
- viii. Present & obtain approval of the 'Schedule of Requirements' from Central University of Himachal Pradesh.
- ix. Conceptualise the scheme.
- x. Prepare an Integrated Master Plan for the development of Central University of Himachal Pradesh.

EdCIL shall undertake preparation of Master Plan by strictly adhering to the '**Vision Document & Strategic Plan**' prepared by the University.

16.0

TIME FRAME

S.No.	Activities	Duration	Cumulative Time Period
6.1	Site Inspection	7 days <i>(Work shall be initiated after the receipt of advance amount from University)</i>	7 days
6.2	Detailed Contour Survey at site and submission of report	30-45 days <i>(From the date of award of work to the specialized agency)</i>	45 days
6.3	Geo-technical Investigation at site and submission of report	25-30 days <i>(From the date of award of work to the specialized agency)</i>	5 days (Over lapping period)
6.4	Hydrological Survey at site and submission of report	20-30 days <i>(From the date of award of work to the specialized agency)</i>	5 days (Over lapping period)
6.5	Master Plan		
(i)	Study & analyze the infrastructural requirements for construction of Central University of Himachal Pradesh	Nil <i>No time is specified as the infrastructure requirement and other details shall be directly taken from the 'Vision Document & Strategic Plan'.</i>	Nil
(ii)	Preparation of Master Plan	30 days <i>{After receipt of Central University of Himachal Pradesh approval to the Schedule of Requirements}</i>	30 days
Total			92 days Say 3 months

17.0

ED.CIL CONSULTANCY CHARGES

Ed.CIL's lumpsum consultancy charges would be regulated stage wise as under:

III. Survey investigations and Contouring:

The expenditure incurred by Ed.CIL to conduct/ undertake any survey/test/investigations viz. physical survey, geo-technical investigations or any other tests shall be reimbursed on actual basis by the Central University of Himachal Pradesh at Dharamshala in the Kangra District of Himachal Pradesh to Ed.CIL.

EdCIL shall charge consultancy fees on lump sump for undertaking the said activities.

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S.No.	Items	Consultancy fees for Dharamshala site
1.	Detailed Contour Survey at site and submission of report	Rs. 75,000.00
2.	Geo-technical Investigation at site and submission of report	Rs. 75,000.00
3.	Hydrological Survey at site and submission of report	Rs. 75,000.00
Total		Rs. 2,25,000.00

IV. Preparation of Master Plan:

The fees for preparation of Master Plan for the establishment of Central University of Himachal Pradesh at Dharamshala in the Kangra District of Himachal Pradesh shall be follows :

S.No.	Proposed Site	Amount
1.	167 Acres at Dharamshala	Rs. 12,00,000.00
Total		Rs. 12,00,000.00

Note : The above mentioned fees excludes services charges. Central University of Himachal Pradesh shall pay service charges to EdCIL on actual basis.

18.0

TERMS OF PAYEMNT

A) The EdCIL's Consultancy fees is regulated as below :

S.No.	Stage	Ed.CIL's Consultancy Charges
i).	On issuance of acceptance letter to this proposal.	40% of Rs. 14,25,000.00 shall be released to EdCIL as an advance amount {Rs. 2,25,000.00 (Survey investigations and Contouring) & Rs. 12,00,000.00 (Preparation of Master Plan)}
ii)	On Completion of physical survey at site.	20%
iii)	On Completion of Geo-technical at site	20%
iv)	On Completion of Hydrological survey at site	5%
v).	On Submission of reports towards physical, Geo-technical and Hydrological survey.	5%
vi).	On Submission of Master Plan & satisfactory work report by the university.	10%

B) Reimbursement on actual basis towards Contour, Geo-technical & Hydrological Survey

The expenditure incurred by Ed.CIL to conduct/ undertake contour survey, geo-technical investigations & hydrological survey shall be reimbursed on actual basis by the Central University of Himachal Pradesh to Ed.CIL.

EdCIL shall raise reimbursement claims (invoice) toward the above mentioned activities as per the stages detailed below:

S.No.	Stage	% of Reimbursement
i).	On issuance of work order to the agency.	40% on the total value of work orders (<i>total value of work order means cost towards physical, geo-technical & hydrological</i>).
ii).	On completion of physical survey.	20% on the total value of work orders.
iii).	On completion of Geo-technical Investigation.	20% on the total value of work orders.
iv).	On completion of Hydrological survey.	5% on the total value of work orders.
v).	On submission of reports towards physical, Geo-technical and Hydrological survey.	5% on the total value of work orders.
vi).	On submission of reports towards physical, Geo-technical and Hydrological survey & satisfactory work report by the university.	10% on the total value of work orders.

19.0 TAXES

- IV. Applicable taxes/duties levied by the Government will be charged on actual basis.
- V. Ed.CIL shall be liable and responsible for payment of Income Tax, which may be leviable on its fee. In case Central University of Himachal Pradesh recovers any part of the Taxes, it shall timely issue the tax deduction certificates for such deductions.
- VI. Service Tax will be paid extra by Central University of Himachal Pradesh on Ed.CIL's fees at prevailing rates as per Government norms.

20.0 OBLIGATION OF CLIENT

- IX. The Central University of Himachal Pradesh will nominate their official for identifying the proposed site boundaries as per the approved basic survey plan issued by

revenue authority identifying the Kasra No. at the time of undertaking various surveys/investigations by EdCIL.

- X. The Central University of Himachal Pradesh shall nominate Project Coordinating Officer (PCO) who can be associated for discussions with the Ed.CIL and for communicating approval of various plans, estimates etc and coordinating the various activities.
- XI. The Central University of Himachal Pradesh shall provide suitable land free from encroachment and with clear title.
- XII. The Central University of Himachal Pradesh shall facilitate seeking necessary permission/approval from the various authorities to undertake the surveys/investigations activities.
- XIII. The Central University of Himachal Pradesh shall release the payment within 15 days from the date of raising invoice by EdCIL.
- XIV. As this is a time bound project, PCO shall ensure communication of their decisions whenever referred to, within 7 days of such a request from the Ed.CIL.
- XV. The Central University of Himachal Pradesh shall permit EdCIL's agencies to erect a site office, site stores yard at the premises free of ground rent for the period under consideration.
- XVI. In case the Central University of Himachal Pradesh desires to stop the work after the agencies had initiated the work, then the Central University of Himachal Pradesh shall reimburse the claims to EdCIL to the extent the settlement made by EdCIL with the respective agencies to whom the work has been awarded.

Budget Estimates for the year 2009-10 and Actuals for 2008-09 and Budget Estimates for the year 2010-11 and Actuals for 2009-10

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA (HIMACHAL PRADESH) – 176215.**

THE BUDGET ESTIMATES FOR THE YEAR 2009-10

AND

THE ACTUALS FOR THE YEAR 2008-09.

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA (HIMACHAL PRADESH) – 176215.**

EXPLANATORY MEMORANDUM ON THE BUDGET ESTIMATES FOR THE YEAR 2009-10 AND ACTUALS FOR 2008-09.

The Central University of Himachal Pradesh has been established by the Central Universities Act 2009 (No. 25 of 2009), which received the assent of the President on 20th March 2009. The objectives of the University as enshrined vide section 5 of the Act, are as under:

1. To disseminate and advance knowledge by providing instructional and research facilities in such branches of learning as it may deem fit.
2. To make special provisions for integrated courses in humanities, social sciences, sciences and technology in its educational programmes.
3. To take appropriate measures for promoting innovations in teaching-learning process and inter-disciplinary studies and research.
4. To educate and train manpower for the development of the country.
5. To establish linkages with industries for the promotion of science and technology.
6. To pay special attention to the improvement of the social and economic conditions and welfare of the people, their intellectual, academic and cultural development.

For achieving the above objectives, the Central University of Himachal Pradesh, is one of the Central Universities established under Act No.25 of 2009, in District Kangra (HP). The university became functional with effect from 20th January, 2010, when Professor Furqan Qamar joined as the first Vice-Chancellor. As is obvious, the first task with the Vice-Chancellor was to

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approach the Central and State Government for providing land for the establishment, get grants from the University Grants Commission, provision for minimum staff, accommodation, etc. Accordingly, a sum of Rs.300.00 lakh was sanctioned by the University in February, 2010 and a temporary office was established at Dharamshala. The visits of the Site Selection Committee appointed by the University Grants Commission shall be conducted for finalisation the site of the university, its land requirements, etc.

The university have the plans for getting the land transferred, develop the campus(s), make appointments of the staff against the sanctioned posts, go ahead with advertisement and filling up of the statutory positions, start selected academic programmes from the coming academic session, for which budgetary provisions shall be taken care in the Budget Estimates for the next year.

FINANCES

The Budget Estimates for the year 2009-10 and Actual Estimates for the year 2008-09 are required to be prepared by the Finance Officer of the University as per provisions of Statutes 7(7)(c) contained in The Second Schedule of the Central Universities Act 2009. But since the university is in its initial stage of establishment and the post of the Finance Officer is yet to be filled up, these estimates have been prepared by the Deputy Registrar under the direction and supervision of the Vice-Chancellor. The estimates are based on actual flow of expenditure for revenue and capital items since only the Plan Development grant has been provided by the University Grants Commission.

Based upon the above back ground, the Budget Estimates for the year 2009-10 and revised estimates for the year 2008-09 have been prepared and are discussed as under:

ABSTRACT

Rupees in lakhs

Head	Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10
TOTAL RECEIPTS	-	-	-	300.00
EXPENDITURE				
Non-Recurring				
(I) Campus development	-	-	-	176.75
(II) Construction of buildings	-	-	-	-
(III) Central facilities	-	-	-	-
(IV) Recurring	-	-	-	123.25
TOTAL EXPENDITURE	-	-	-	300.00

BUDGET ESTIMATES FOR THE YEAR 2009-10 AND ACTUALS FOR THE YEAR 2008-09

RECEIPT

Rupees in lakhs

Head	Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10
Grant-in-aid from UGC	-	-	-	300.00
Interest on bank deposits/investments	-	-	-	-
Income out of sale of prospectus, application forms	-	-	-	-
Income out of students fees, etc.	-	-	-	-
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	-
Misc. Income	-	-	-	-
Total	-	-	-	300.00

A development grant of Rs.300.00 lakh has been provided to the University by the University Grants Commission. Since the university has just become functional and has not yet started its academic programmes, there is no income from its own resources. Further, the grants were released at the fag end of the financial year, there is no income generation on account of interest on investments. As such the total availability of funds during the year remains to be Rs.300.00 crores.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	-	-	11.75
Construction of boundary walls	-	-	-	50.00
Construction of internal roads	-	-	-	40.00
Levelling of land	-	-	-	50.00
Augmentation and Providing Water and Elect. lines/connections	-	-	-	25.00
Total(i)	-	-	-	176.75
II CONSTRUCTION OF BUILDINGS				
Total (ii)	-	-	-	-
III CENTRAL FACILITIES				
Total (iii)	-	-	-	-
IV RECURRING EXPENDITURE				
Salary of the staff	-	-	-	50.00
Furniture	-	-	-	50.00
Vehicles	-	-	-	10.00

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Travelling expenses	-	-	-	1.00
Operational/administrative expenses	-	-	-	1.00
Consumables	-	-	-	5.00
Telephones connectivity	-	-	-	1.00
EPABX/LAN connectivity	-	-	-	1.00
Seminars/workshops/conferences	-	-	-	1.00
Rent on account of hiring of temporary buildings	-	-	-	3.00
Books, journals, newspapers	-	-	-	0.25
Total (iv)	-	-	-	123.25
GRAND TOTAL {(I) TO (IV)}	-	-	-	300.00

The Budgeted figures are provisional estimates for the execution of the plans and policies of the university within the available means/grants as provided to it.

(B.R. DHIMAN)
DEPUTY REGISTRAR
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

(PROF. FURQAN QAMAR)
VICE-CHANCELLOR
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

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CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2009-10 and Actuals for 2008-09

1.	Code No.	UGC(P)-CUHP-001
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh and creation of facilities for the offices of the Vice-Chancellor, Registrar, Finance Officer, Controller of Examination.
3.	Budget Estimates 2009-10	Rs.1,23,25,000.00
4.	Actual Estimates 2008-09	--

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled	Vacant
Vice-Chancellor	75000+5000	1	1	-
Registrar	37400-67000+10000	1	-	1
Finance Officer	37400-67000+10000	1	-	1
Controller of Examination	37400-67000+10000	1	-	1
Officers of Special Duty	37400-67000+10000	2	-	2
Deputy Registrar	15600-39100+7600/ 37400-67000+8700	1	-	1
Assistant Registrar	15600-39100+5400/6600	1	-	1
Section Officer	9380-34800+4600	1	-	1
Office Assistant	9380-34800+4200	2	-	2
PS to Vice-Chancellor	15600-39100+5400	1	-	1
Data Entry Operator	+2400	2	-	2
Drivers	+2400	2	-	2
Peons	+1800	2	-	2
Total		18	1	17

Statement of Cost (Rs. In lakhs)

Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	-	-	50.00	1.00	72.25	123.25

Explanatory Note

Objectives:

Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009, when the First Vice-Chancellor of the University

assumed his office. Besides the Statutory positions of Vice-Chancellor, Registrar, Finance Officer and Controller of Examination, the University Grants Commission has provided the posts mentioned above. The schemes aims at providing facilities for the establishment of these offices, filling up of the posts and create facilities to make these offices functional.

Duration of the scheme	Indefinite
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2009-10 and Actuals for 2008-09**

1.	Code No.	UGC(P)-CUHP-002
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh – Provision for Capital Works for Creation of infrastructure for the University
3.	Budget Estimates 2009-10	Rs.1,76,75,000.00
4.	Actual Estimates 2008-09	--

Statement of Cost (Rs. In lakhs)

Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10			
			Campus Development	Construction of buildings	Central facilities	Total
-	-	-	176.75	-	-	176.75

Explanatory Note

Objectives:

Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009, when the First Vice-Chancellor of the University assumed his office. The first and foremost task with the university is to get the land transferred in its name, develop the campus, create infrastructure for making the university functional. For this purpose this scheme has been carved out so as to make provision for the capital works for campus development such as providing boundary walls, construction of internal roads, levelling of land, augmenting and providing for water and electricity supply lines; constructions of buildings such as administrative blocks, Academic blocks, residences for statutory officers, faculty and staff, creation of central facilities like Central Library, Guest Houses, Students Hostels, students' welfare activities, health care centre, etc.

Duration of the scheme
Drawing & Disbursing Officer
Controlling Officer
Terms & Conditions
Anticipated income

XI Plan period
Deputy Registrar
Vice-Chancellor
100% UGC Plan Dev.
nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA (HIMACHAL PRADESH) – 176215.**

THE BUDGET ESTIMATES FOR THE YEAR 2010-11

AND

THE ACTUALS FOR THE YEAR 2009-10

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA (HIMACHAL PRADESH) – 176215.**

**EXPLANATORY MEMORANDUM ON THE BUDGET ESTIMATES FOR THE YEAR 2010-11 AND
ACTUALS FOR 2009-10**

The Central University of Himachal Pradesh has been established by the Central Universities Act 2009 (No. 25 of 2009), which received the assent of the President on 20th March 2009. The objectives of the University as enshrined vide Section 5 of the Act, are as under:

1. To disseminate and advance knowledge by providing instructional and research facilities in such branches of learning as it may deem fit.
2. To make special provisions for integrated courses in humanities, social sciences, sciences and technology in its educational programmes.
3. To take appropriate measures for promoting innovations in teaching-learning process and inter-disciplinary studies and research.

4. To educate and train manpower for the development of the country.
5. To establish linkages with industries for the promotion of science and technology.
6. To pay special attention to the improvement of the social and economic conditions and welfare of the people, their intellectual, academic and cultural development.

For achieving the above objectives, the Central University of Himachal Pradesh, one of the Central Universities established under Act No.25 of 2009, in District Kangra (HP), became functional with effect from 20th January, 2010, when Professor Furqan Qamar joined as the first Vice-Chancellor. During the previous year 2009-10, the targets of planned activities such as provision of land for the establishment of the university, getting the grants from the University Grants Commission, were achieved. During the current financial year the visits of the Site Selection Committee appointed by the University Grants Commission has been conducted for finalising the site of the university. The Site Selection Committee, after visiting the sites offered by the State Government, submitted its report and the same has been accepted by the Government of India. The University will have its headquarters in Dharamshala and will have two campuses - one in Dehra and the other in Dharamshala, both in the Kangra district of Himachal Pradesh. During the year 2010-11, the university will focus mainly on:

1. Establishing and furnishing the temporary camp office of the University in Dharamshala and equipping it with modern communication gadgets including EPABX, Computers, networking, etc.
2. Launching of academic programmes in the schools of Management, Social Sciences, Computer and Mathematics, Education etc.
3. Getting the newly constructed college building in Shahpur (approximately 27 Kms from Dharamshala) transferred to the University to enable it start selected academic programmes from the coming academic session.
4. Advertising and filling up the statutory, teaching and non-teaching posts.
5. Launching the University website.
6. Getting some suitable residential accommodations for statutory officers, faculty, staff and students, Guest House, and for hostels of the students.
7. Acquiring and demarcation of the land, marking its boundaries and providing and fixing boundary pillars, levelling of land, providing boundary walls.
8. Augmenting water and electricity schemes.
9. Designing and development of the campus(s)

FINANCES

The Budget Estimates for the year 2010-11 and Actual Estimates for the year 2009-10 are required to be prepared by the Finance Officer of the University as per provisions of Statutes 7(7)(c) contained in The Second Schedule of the Central Universities Act 2009. However, since the university is in its initial stage of establishment and the post of the Finance Officer is yet to be filled up, these estimates have been prepared by the Deputy Registrar under the direction and supervision of the Vice-Chancellor. The estimates are based on actual flow of expenditure for revenue and capital items since only the Plan Development grant has been provided by the University Grants Commission.

Based upon the above back ground, the Budget Estimates for the year 2009-10 and revised estimates for the year 2008-09 have been prepared as under:

ABSTRACT

Rupees in lakhs

Head	Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-10	Budget Estimates for 2010-11
RECEIPTS				
(i) Opening Balance	-	-	-	292.55
(ii) Grant-In-Aid from UGC	-	300.00	300.00	4950.00
(iii) Income of University	-	-	-	3.45
TOTAL RECEIPTS				<u>5246.00</u>
EXPENDITURE				
Non-Recurring				
(I) Campus development	-	176.75	-	600.00
(II) Construction of buildings	-	-	-	1000.00
(III) Central facilities	-	-	-	1000.00
(IV) Recurring	-	123.25	7.45	2350.00
TOTAL EXPENDITURE	-	300.00	7.45	4950.00

BUDGET ESTIMATES FOR THE YEAR 2010-11 AND ACTUALS FOR THE YEAR 2009-10

RECEIPT

Rupees in lakhs

Head	Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-10	Budget Estimates for 2010-11
Grant-in-aid from UGC				
i) Opening Balance	-	-	-	292.55
ii) GIA expected from UGC	-	300.00	300.00	4950.00
Interest on bank deposits/investments	-	-	-	1.50
Income out of sale of prospectus, application forms	-	-	-	0.25
Income out of students fees, etc.	-	-	-	1.70
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	-
Misc. Income	-	-	-	-
Total	-	300.00	300.00	5246.00

A sum of Rs.292.55 lakhs remained unspent out of the development grant of Rs.300.00 lakh of the previous financial year has been taken as opening balance for the current financial year. The university also proposes to invest some of the grant in term deposits with the Bank, as such nominal income on account of interest is likely to be earned. The university also

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proposes to start some academic programmes and some income on account of students' fee is also expected during the year.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-10	Budget Estimates for 2010-11
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	11.75	-	10.00
Construction of boundary walls	-	50.00	-	340.00
Construction of internal roads	-	40.00	-	50.00
Levelling of land	-	10.00	-	100.00
Augmentation and Providing Water and Elect. lines/connections	-	25.00	-	100.00
Total(i)	-	176.75	-	600.00
II CONSTRUCTION OF BUILDINGS				
Administrative building	-	-	-	500.00
Academic Block	-	-	-	400.00
Residences for statutory officers, faculty, staff	-	-	-	100.00
Total (ii)	-	-	-	1000.00
III CENTRAL FACILITIES				
Construction of Central Library	-	-	-	450.00
Construction of Guest House	-	-	-	400.00
Construction of Health care centre	-	-	-	150.00
Total (iii)	-	-	-	1000.00
IV RECURRING EXPENDITURE				
Salary of the staff	-	50.00	-	650.00
Furniture	-	50.00	-	500.00
Vehicles	-	10.00	6.00	20.00
Travelling expenses	-	1.00	0.34	50.00
Operational/administrative expenses	-	1.00	-	300.00
Consumables	-	5.00	1.11	220.00
Telephones connectivity	-	1.00	-	5.00
EPABX/LAN connectivity	-	1.00	-	5.00
Seminars/workshops/conferences	-	1.00	-	50.00
Rent on account of hiring of temporary buildings	-	3.00	-	350.00
Books, journals, newspapers	-	0.25	-	200.00
Total (iv)	-	123.25	7.45	2350.00
GRAND TOTAL {(I) TO (IV)}	-	300.00	7.45	4950.00

The Budgeted figures are provisional estimates for the execution of the plans and policies of the university within the available means/grants as provided/demanded.

(B.R. DHIMAN)
DEPUTY REGISTRAR
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

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(PROF. FURQAN QAMAR)
VICE-CHANCELLOR
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP) Budget Estimates for 2010-11 and Actuals for 2009-10

1.	Code No.	UGC(P)-CUHP-001
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh and creation of facilities for the offices of the Vice-Chancellor, Registrar, Finance Officer, Controller of Examination.
3.	Budget Estimates 2010-11	Rs.23,50,000.00
4.	Actual Estimates 2009-10	7,45,000.00

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled	Vacant
Vice-Chancellor	75000+5000	1	1	-
Registrar	37400-67000+10000	1	-	1
Finance Officer	37400-67000+10000	1	-	1
Controller of Examination	37400-67000+10000	1	-	1
Officers of Special Duty	37400-67000+10000	2	-	2
Deputy Registrar	15600-39100+7600/ 37400-67000+8700	1	-	1
Assistant Registrar	15600-39100+5400/6600	1	-	1
Section Officer	9380-34800+4600	1	-	1
Office Assistant	9380-34800+4200	2	-	2
PS to Vice-Chancellor	15600-39100+5400	1	-	1
Data Entry Operator	+2400	2	-	2
Drivers	+2400	2	-	2
Peons	+1800	2	-	2
Total		18	1	17

In addition, the following positions have been requested to be provided

D: Details of the Faculty Position Required for the Courses proposed to be launched from 2010-11				
Departments	Professor	Associate Professor	Assistant Professor	Total
Department of Management Science	1	2	4	7
Department of Human Resource Management & Organisational Behaviour	1	2	4	7
Department of Accounting & Finance	1	2	4	7
Department of Marketing & Supply Chain	1	2	4	7

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Management				
Department of Economics	1	2	4	7
Department of Social Work	1	2	4	7
Department of Mathematics	1	2	4	7
Department of Library Sciences	1	2	4	7
Department of Climate Change & Glacier Studies	1	2	4	7
Department of Teachers Training	1	2	4	7
Department of English & Foreign Languages	1	2	4	7
Total	11	22	44	77
Floating Faculty Positions To enable the university tap talents across disciplines within the broad framework of the planned Schools				33
Total				110

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Sl. No	Name of the Posts	Approved Core Scale of Pay		Total No. of Sanctioned Posts	Existing Strength		No. of Vacant Posts	No of Additional Posts Required	Remarks/ Justification*
		PB	GP		Regular	Contractual			
Administrative, Secretarial & Support Staff									
1	Registrar	4	10000	Nil	Nil	Nil	Nil	1	Statutory
2	Finance Officer	4	10000	Nil	Nil	Nil	Nil	1	Statutory
3	Controller of Exams	4	10000	Nil	Nil	Nil	Nil	1	Statutory
4	OSD/Consultant	4	10000	Nil	Nil	Nil	Nil	2	For 5 years
5	Deputy Registrar	4	7600/8700	Nil	Nil	Nil	Nil	2	
6	Deputy Finance Officer	4	7600/8700	Nil	Nil	Nil	Nil	2	
7	PS to VC (AR/DR grade)	3 3/4	5400/6000 7600/8700	Nil	Nil	Nil	Nil	1	
8	Assistant Registrar	3	5400/6000	Nil	Nil	Nil	Nil	2	
	Media Coordinator	4	7600/8700	Nil	Nil	Nil	Nil	1	
9	Accounts Officer	3	5400/6000	Nil	Nil	Nil	Nil	2	
10	Section Officer	2	4600	Nil	Nil	Nil	Nil	3	1 each for Reg/, FO & COE
11	Sr. PA	2	4600	Nil	Nil	Nil	Nil	8	1 each for VC/ Reg/ FO, COE, Director IT, OSD, EE
16	UDC	2	2800	Nil	Nil	Nil	Nil	11	For VC/ Reg/ FO/ COE/ IT/OSD/EE
17	LDC	2	2400	Nil	Nil	Nil	Nil	11	For each Department
18	Drivers	2	2400	Nil	Nil	Nil	Nil	4	For VC/Reg/FO/COE
19	Peons/Office Boys	1	1800	Nil	Nil	Nil	Nil	16	1 for each Dept/VC/Reg/ FO/COE/EE
Library Staff:									
20	Librarian	4	10000	Nil	Nil	Nil	Nil	1	
	Deputy Librarian	3/4	8000/9000					1	
21	Assistant Librarian	3/3	6000/7000	Nil	Nil	Nil	Nil	1	
22	Professional Assistants	2	4600/5400	Nil	Nil	Nil	Nil	2	
23	Library Attendants	1	1800	Nil	Nil	Nil	Nil	2	
IT & Technical Staff:									
24	Director (IT)	4	10000	Nil	Nil	Nil	Nil	1	To take up ERP/MIS/e-governance & ICT Initiatives
25	System Administrator	3/4	8000/9000	Nil	Nil	Nil	Nil	1	
26	System Analysts	3	6000/7000	Nil	Nil	Nil	Nil	2	
27	Lab Attendants	1	1800	Nil	Nil	Nil	Nil	2	
28	Technical Assistants	2	4600	Nil	Nil	Nil	Nil	3	

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29	Data Entry Operator	2	2400	Nil	Nil	Nil	Nil	10	for Departments & Administrative Offices
Building & Construction Staff:									
30	Executive Engineer	3	6600	Nil	Nil	Nil	Nil	1	To supervise/ coordinate/liaison Planning & construction
31	Assistant Engineer	2	5400	Nil	Nil	Nil	Nil	1	
32	Junior Engineer	2	4600	Nil	Nil	Nil	Nil	2	
Total Non-Teaching & Technical Staff				Nil	Nil	Nil	Nil	96	

Statement of Cost (Rs. In lakhs)

Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-10	Budget Estimates for 2010-11			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	123.25	7.45	650.00	50.00	1650.00	2350.00

Explanatory Note

Objectives:

Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009, when the First Vice-Chancellor of the University assumed his office. Besides the Statutory positions of Vice-Chancellor, Registrar, Finance Officer and Controller of Examination, some of the posts provided by the University Grants Commission university proposes the above said teaching and administrative posts for running the academic programmes from this year. The scheme aims at providing facilities for the establishment of these offices, filling up of the posts and create facilities to make these offices functional and to start the academic programmes from the current year.

Duration of the scheme	Indefinite
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2010-11 and Actuals for 2009-10**

1.	Code No.	UGC(P)-CUHP-002
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh – Provision for Capital Works for Creation of infrastructure for the University
3.	Budget Estimates 2010-11	Rs.26,00,00,000.00
4.	Actual Estimates 2009-10	--

Statement of Cost (Rs. In lakhs)

Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2010-11			
			Campus Development	Construction of buildings	Central facilities	Total
-	-	-	600.00	1000.00	1000.00	2600.00

Explanatory Note

Objectives:

Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009, when the First Vice-Chancellor of the University assumed his office. The first and foremost task with the university is to get the land transferred in its name, develop the campus, create infrastructure for making the university functional. For this purpose this scheme has been carved out so as to make provision for the capital works for campus development such as providing boundary walls, construction of internal roads, levelling of land, augmenting and providing for water and electricity supply lines; constructions of buildings such as administrative blocks, Academic blocks, residences for statutory officers, faculty and staff, creation of central facilities like Central Library, Guest Houses, Students Hostels, students' welfare activities, health care centre, etc.

Duration of the scheme	XI Plan period
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH
DHARAMSHALA DISTT KANGRA (HP) – 176 215**

Regulation 3

**REGULATIONS FOR THE CONDUCT OF THE BUSINESS OF THE FINANCE COMMITTEE
(Made under the provisions of Section 29 of the Act and Statute 38 of 1st Statutes)**

1. These regulations may be called, “Regulations for the conduct of the business of the Finance Committee” and shall come into force from the date of notification.
2. The Vice-Chancellor shall be the Chairman of the Finance Committee. In his absence, the person performing his duties in terms of clause (7) of Statute 2 shall be the chairman of the Academic Council.
3. The Finance Officer shall be the Secretary of the Finance Committee and in his absence the person performing his duties in terms of Statute 7(4) shall be the Secretary.
4. The date, time and place for holding the meeting of the Finance Committee shall be as fixed by the Chairman.
5. The Finance Officer, under the direction of the Vice-Chancellor, shall send the notice and agenda at least 10 days before the meeting. The supplementary agenda shall be sent at least 5 days before the date of meeting.
6. No item shall be included in the agenda without the approval of the Vice-Chancellor.
7. An agenda item shall be considered as confidential record.
8. A regular meeting of the Finance Committee shall be held at least two times in a year at such time, date and venue, as the Vice-Chancellor may decide.
9. An emergent item of business for the Finance Committee, if any, may, at the discretion of the Vice-Chancellor, be disposed off by correspondence or circulation. Such item together with the decision and action taken thereupon shall be reported to the Finance Committee at its next regular meeting.
10. A special meeting of the Finance Committee shall be convened by the Vice-Chancellor on a date, place and time fixed by him.
11. Five members of the Finance Committee shall form the quorum for the meetings of the Finance Committee. Provided that if a meeting of the Finance Committee is adjourned for want of quorum, no quorum shall be necessary at the next meeting for transacting the business which was listed for the adjourned meeting.
12. An item proposed by any member(s) and included in the agenda may be withdrawn by the member with the permission of the Chairman.
13. The conduct of business and order of speaking shall be controlled by the Chairman.
14. The Chairman at his own instance or at the instance of any member may call or order any member to participate in the discussion.
15. Ordinarily no business other than that is brought forward in the agenda or supplementary agenda shall be transacted in the meeting. The Chairman, however, may introduce or permit to introduce any other item for discussion provided that such an item could satisfactorily be dealt with in the meeting without any prior notice.

16. All decisions in the meetings of the Finance Committee shall be taken by consensus. However, if circumstances so warrant, the Chairman may resort to voting for taking a decision by majority of the votes of the members present. It shall be for the chairman to decide the manner in which the votes are to be cast. The Chairman shall have a vote and a casting vote.
17. A matter once decided by the Finance Committee shall not be reopened within next six months except with the consent of the Chairman.
18. An officer not below the rank of Section Officer may be allowed by the Chairman to be present in the meeting of the Finance Committee. The members of the staff may be called in for assistance as and when required.
19. The minutes of the meetings of the Finance Committee shall be recorded in writing and signed by the Finance Officer (Secretary of the Finance Committee) and countersigned by the Chairman in confirmation and approval.
20. The Finance Officer, within seven days after the meeting of the Finance Committee, shall send a copy of the proceedings to each member of the Finance Committee.
21. The decisions recorded in the proceedings shall be implemented by the university and action so taken shall be reported to the Finance Committee in its next meeting.
22. Formal confirmation of the proceedings will be the first item on the agenda of the following meeting of the Finance Committee.

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA
(HIMACHAL PRADESH) – 176215.**

THE BUDGET ESTIMATES FOR THE YEAR 2011-12

AND

THE REVISED ESTIMATES FOR THE YEAR 2010-11

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH,
P.O. BOX NO.21, DHARAMSHALA, DISTRICT KANGRA
(HIMACHAL PRADESH) – 176215.**

**EXPLANATORY MEMORANDUM ON THE BUDGET ESTIMATES FOR
THE YEAR 2011-12 AND REVISED ESTIMATES FOR 2010-11**

The Central University of Himachal Pradesh has been established by the Central Universities Act 2009 (No. 25 of 2009), which received the assent of the President on 20th March 2009. The objectives of the University as enshrined vide Section 5 of the Act, are as under:

1. To disseminate and advance knowledge by providing instructional and research facilities in such branches of learning as it may deem fit.
2. To make special provisions for integrated courses in humanities, social sciences, sciences and technology in its educational programmes.
3. To take appropriate measures for promoting innovations in teaching-learning process and inter-disciplinary studies and research.
4. To educate and train manpower for the development of the country.
5. To establish linkages with industries for the promotion of science and technology.
6. To pay special attention to the improvement of the social and economic conditions and welfare of the people, their intellectual, academic and cultural development.

For achieving the above objectives, the Central University of Himachal Pradesh, one of the Central Universities established under Act No.25 of 2009, in District Kangra (HP), became functional with effect from 20th January, 2010. During the financial year 2010-11 the visits of the Site Selection Committee appointed by the University Grants Commission has been conducted for finalizing the site of the university. The Site Selection Committee, after visiting the sites offered by the State Government, submitted its report and the same has been accepted by the Government of India. The University will have its headquarters in Dharamshala and will have two campuses - one in Dehra and the other in Dharamshala, both in the Kangra district of Himachal Pradesh. During the year 2010-11, the university laid focus mainly on:

1. Establishing and furnishing the temporary camp office of the University in Dharamshala and equipping it with modern communication gadgets including EPABX, Computers, networking, etc.
2. Getting the newly constructed college building in Shahpur (approximately 27 Kms from Dharamshala) transferred to the University to enable it start selected academic programmes from the coming academic session.
3. Launching of academic programmes in the schools of Management, Social Sciences, Computer and Mathematics, Education etc.
4. Advertising and filling up the statutory, teaching and non-teaching posts.
5. Launching the University website.
6. Getting some suitable residential accommodations for statutory officers, faculty, staff and students, Guest House, and for hostels of the students.
7. Acquiring and demarcation of the land, marking its boundaries and providing and fixing boundary pillars, levelling of land, providing boundary walls.
8. Augmenting water and electricity schemes.
9. Designing and development of the campus(s)

Filling up of Teaching and non-teaching positions

The academic and non-teaching positions sanctioned by the UGC on deputation or short term contract basis, were filled up by the University. Besides this, 13 positions of Assistant Professors have been filled in different disciplines to run the academic programmes smoothly. The posts of first Registrar and first Finance Officer have been advertised and interviews conducted. These positions are likely to be filled up shortly. Apart from this, the teaching and non-teaching posts have been created with the approval of Executive Council and concurrence of the UGC. All these teaching positions and some of the urgently needed non-teaching and academic positions including that of Librarians, have also been advertised and likely to be filled up shortly.

During the academic year 2010-11, the University started the following Programmes of Studies, as sanctioned by the University Grants Commission:

1) School of Business & Management Sciences:

- i) MBA
- ii) MBA (Entrepreneurship Development)
- iii) MBA (Insurance & Financial Services)
- iv) MPhil/PhD

2) School of Social Sciences

- a) Department of Social Work
 - i) MSW
 - ii) MPhil/PhD
- b) Department of Economics
 - i) MA (Economics)
 - ii) MPhil/PhD

3) School of Mathematics, Computer & Information Sciences

- a) Department of Library Science
 - i) M. Lib. Sc. (Integrated Dual Degree Programme)
 - ii) MPhil/PhD
- b) Department of Mathematics
 - i) MPhil/PhD

4) School of Humanities & Languages

- a) Department of English & Foreign Languages
 - i) MPhil/PhD

These programmes of study have been started that Shahpur District Kangra in a newly constructed Government College Building allotted by the State Government named as Temporary Academic Block, with a built up area of 80000 sq ft. The TAB has been fully furnished with modular furniture, purified drinking water, common photocopying facility, students 'recreation facility, etc. The TAB has other facilities like class rooms/lecture theaters, seminar rooms/ conference hall, laboratories, work stations, Library and information resource centre. The university aims at providing for mini gymnasium, activity room, playground and provision for other games like badminton, volleyball, basketball, etc. The University also aims at providing canteen facility.

Physical & Academic Infrastructure developed

- **Land & Building for Permanent Campuses:**
 - Following the recommendation of the Central Site Selection Committee, the MHRD has approved that the University shall have its headquarter in Dharamshala and shall have two campuses in Dharamshala and Dehra, both in the District of Kangra of Himachal Pradesh;

- The State Government has identified land for both the campuses in Dharamshala and Dehra and has written to the District Administration to complete the formalities for the transfer of land to the Central University of Himachal Pradesh
- The Revenue Department has completed necessary paper work/documentation for the transfer of land for both the campuses
- Boundary Pillars on the land allotted for Dharamshala site has already been got erected through the state PWD. As regards boundary pillars for the Dehra site, the matter is being pursued with the District administration

- The Forest Department has completed the enumeration of trees and identification of land for compensatory afforestation for both the campuses - In order to facilitate and expedite the work, the University has engaged the services of a Consultant and had given sanction for the expenditure to be incurred on the enumeration of trees and preparation of proposals/documents for FCA clearance

- Since the proposal for FCA clearance also required the site plan, master plan and geo-technical survey etc, the University has engaged EdCil as consultant and the work is presently on and is likely to be completed shortly

- The major bottleneck as to who shall sign the proposal for FCA clearance as the User Agency and consequently bear the expenses (amounting to approximately Rs. 60 Crores) with regard to FCA clearance (NPV of trees and cost of compensatory afforestation) have also been sorted out with the State Government.
- A few other critical issues regarding the land such as ensuring contiguity of land and ensuring that the land transferred is free from any encumbrance are also being taken up with the State Government and are likely to be resolved shortly.

- In view of the above, it is hoped that the Proposal for FCA Clearance, a pre-requisite for the transfer of land to the

University for both the campuses, is likely to be submitted shortly.

- Hopeful that the FCA clearance would be received and the land would effectually be transferred, the University is proposing to appoint Project Management Consultant (PMC) and, thus, be ready with plans for construction and development of the permanent campuses.

- **Temporary Building Infrastructure**

- **Camp Office:** The University has developed a fully functional Camp Office in Dharamshala, District Kangra in the building temporarily allotted by the State Government. The Camp Office is fully functional with modular furniture and has the following facilities:

- office of the Vice Chancellor
- four chambers for senior officers of the University
- fully-equipped Board Room for meetings etc,
- eight cubicles for office staff,
- store room, pantry and reception.
- 24 lines EPBAX,
- Multimedia Projector
- Photocopier
- 17 PCs
- 10 MBPS Network connectivity with Local Area Network (LAN) and Wifi

Future Plans

During the year 2011-12 the university aims at starting of the following new Departments/courses:

1. **School of Earth & Environmental Sciences**
 - MSc (Environmental Sciences)
 - MPhil/PhD
2. **School of Education**

Department of Teachers' Training

- MA (Education)
- MPhil/PhD

3. **School of Mathematics, Computer & Information Sciences**

Department of Computer Science & Informatics

- MCA/MSc(Information Technology)
- MPhil/PhD

4. **School of Physical & Material Sciences**

Department of Physics & Astronomical Sciences

- MSc (Theoretical Physics)
- MPhil/PhD

5. **School of Mathematics, Computer & Information Sciences**

Department of Mathematics

- MSc (Industrial Mathematics)

6. **School of Life Sciences**

- MSc (Computational Biology/Bio-informatics)
- MPhil/PhD

7. **School of Humanities & Languages**

Department of English & Foreign Languages

- MA (English Language & Comparative Literature)

Department of Hindi & Indian Languages

- MA (Hindi)
- MPhil/PhD

8. **School of Tourism, Travel & Hospitality**

Management

Department of Tourism & Travel
Management

- MBA (Tourism & Travel)
- MPhil/PhD

9. **School of Journalism, Mass
Communication & New Media**

Department of Mass Communication &
Electronic Media

- MA (New Media Communication)

Department of Journalism & Creative
Writing

- MA (Journalism & Creative Writing)

10 **School of Fine Arts & Art Education**

Department of Visual Art

- MFA (Painting)

The university aims at providing internet connectivity, LAN/wifi, communication facilities, computing facility, language lab, e-governance facility during the year. For this purpose, a separate new scheme has been formulated and provided in the Budget Estimates for the year 2011-12.

FINANCES

The Budget Estimates for the year 2011-12, revised estimates for 2010-11 and Revised Estimates for the year 2010-11 are required to be prepared by the Finance Officer of the University as per provisions of Statutes 7(7)(c) contained in The Second Schedule of the Central Universities Act 2009. However, since the university is in its initial stage of establishment and the post of the Finance Officer though advertised but is yet to be filled up, these estimates have been prepared by the Officer on Special Duty (Finance), under

the direction and supervision of the Vice-Chancellor. The estimates are based on actual flow of expenditure for revenue and capital items since only the Plan Development grant has been provided by the University Grants Commission.

Based upon the above back ground, the Budget Estimates for the year 2011-12, revised estimates for the year 2010-11 have been prepared as under:

ABSTRACT

Rupees in lakhs

Head	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12
RECEIPTS				
(I) UGC Plan Development Grant-in-aid				
(iv) Opening Balance	-	292.55	292.55	774.03
(v) Grant-In-Aid from UGC	300.00	4950.00	1500.00	4478.00
(vi) Income of University	-	3.45	31.48	47.97
TOTAL (I)		5246.00	1824.03	5300.00
(II) UGC Sponsored Research Project (s)				
(i) Opening Balance	-	-	2.30	2.30
(ii) Financial Assistance	-	-	2.30	3.00
(iii) Total (II)				0.70
TOTAL RECEIPTS	300.00	5246.00	1826.33	5303.00
EXPENDITURE (I) UGC Plan Development Grant-in-aid				
Non-Recurring				
(I) Campus development	-	600.00	50.00	600.00
(II) Construction of buildings	-	1000.00	-	2000.00
(III) Central facilities	-	1000.00	-	550.00
(IV) Recurring	7.45	2350.00	1000.00	2150.00
(II) UGC Sponsored Research Project (s)	-	-	1.60	3.00
TOTAL EXPENDITURE	7.45	4950.00	1051.60	5303.00

BUDGET ESTIMATES FOR THE YEAR 2011-12 AND REVISED ESTIMATES FOR THE YEAR 2010-11

RECEIPT

Rupees in lakhs

Head	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12
Grant-in-aid from UGC				
iii) Opening Balance	-	292.55	292.55	774.03
iv) GIA expected from UGC	300.00	4950.00	1500.00	4478.00
Interest on bank deposits/investments	-	1.50	10.75	8.00
Income out of sale of prospectus, application forms	-	0.25	2.40	3.50
Income out of students fees, etc.	-	1.70	17.42	35.47
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	-
Misc. Income	-	-	0.91	1.00
UGC Sponsored Research Project	-	-	2.30	3.00*
Total	300.00	5246.00	1826.33	5303.00

*Rs.2.30 lakh as financial assistance and Rs.0.70 lakh unspent balance of previous year.

A sum of Rs.774.03 lakhs is likely to remain unspent at the close of the financial year 2010-11. Total availability of funds during the year 2010-11 is likely to be Rs.1824.03 lakh against which the expenditure is expected to be Rs.1050.00 lakhs. The closing balance of Rs.774.03 lakhs shall be accounted for as opening balance as on 1.4.2011. The university also proposes to invest some of the grant in term deposits with the Bank, as such nominal income on account of interest is likely to be earned. The university has also started some academic programmes and proposes to start some more courses and thus it expects an income of Rs.35.47 lakh during the financial year 2011-12.

The University Grants Commission has also provided financial assistance amounting to Rs.4.30 lakh for the UGC sponsored Research Project entitled "Revisiting the quality and excellence in the accredited institutions of Higher education", out of which a sum of Rs.2.30 lakh has been received during the year 2010-11 and the project has been started w.e.f.22.6.2010. Out of this amount of Rs.2.30 lakh, a sum of Rs.0.70 lakh is likely to remain as unspent which has been taken into total receipt for the year 2011-12.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2009- 10	Budget Estimates for 2010- 11	Revised Estimates for 2010-11	Budget Estimates for 2011-12
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	10.00	50.00	20.00
Construction of boundary walls	-	340.00	-	340.00
Construction of internal roads	-	50.00	-	50.00
Levelling of land/Survey work/PMC	-	100.00	-	100.00
Augmentation and Providing Water and Elect. Lines/connections	-	100.00	-	90.00
Total(i)	-	600.00	50.00	600.00
II CONSTRUCTION OF BUILDINGS				
Administrative building	-	500.00	-	500.00
Academic Block	-	400.00	-	400.00
Residences for statutory officers, faculty, staff	-	100.00	-	100.00
Total (ii)	-	1000.00	-	1000.00
III CENTRAL FACILITIES				
Construction of Central Library	-	450.00	-	450.00
Construction of Guest House	-	400.00	-	400.00
Construction of Health care centre	-	150.00	-	150.00
Temporary accommodation	-	-	-	550.00
Total (iii)	-	1000.00	-	1550.00
IV RECURRING EXPENDITURE				
Salary of the staff	-	650.00	100.00	800.00
Furniture & Fixtures	-	300.00	320.00	400.00
Computers and peripherals, etc.	1.11	200.00	200.00	200.00
Vehicles	5.99	20.00	14.27	25.00
Travelling expenses	0.33	50.00	50.00	50.00
Operational/administrative expenses	0.02	300.00	10.00	75.00
Consumables	-	220.00	5.00	20.00
Telephones connectivity	-	5.00	1.34	5.00
EPABX/LAN connectivity	-	5.00	6.00	5.00
Seminars/workshops/conferences	-	50.00	-	50.00
Rent on account of hiring of temporary buildings	-	350.00	50.00	320.00
Books, journals, periodicals, etc.	-	200.00	243.39	200.00
Total (iv)	7.45	2350.00	1000.00	2150.00
V UGC sponsored Research Project	-	-	1.60	3.00
GRAND TOTAL {(I) TO (IV)}	7.45	4950.00	1051.60	5303.00

The Budgeted figures are provisional estimates for the execution of the plans and policies of the university within the available means/grants as provided/demanded.

(B.R. DHIMAN)
OFFICER ON SPECIAL DUTY (FINANCE)
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

(PROF. FURQAN QAMAR)
VICE-CHANCELLOR
CENTRAL UNIVERSITY OF HIMACHAL PRADESH

(i)

SUMMARY OF ACTUAL ESTIMATES FOR 2010-11 AND BUDGET ESTIMATES FOR 2011-12 UNDER GRANT-IN-AID FROM UNIVERSITY GRANTS COMMISSION

(Rs. in lakhs)

Code No.	Name of the Scheme	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12						
					Salary	T.A.	NRC	Recurring Contingency			Total
								Office expense and consumables	Rent of hired buildings	Books, journals, newspapers	
CUHP(P)-001	Establishment of Central University of Himachal Pradesh and creation of facilities for the offices of the Vice-Chancellor, Registrar, Finance Officer, Controller of Examination	7.45	2350.00	500.00	192.00	49.75	399.00	174.50	200.00	24.75	1040.00
CUHP(P)-002	Establishment of Central University of Himachal Pradesh- Provision for Capital Works for Creation of infrastructure for the University	-	2600.00	50.00	-	-	3150.00	-	-	-	3150.00
CUHP(P)-003	Establishment and strengthening of Temporary Academic Block at Shahpur and creation of facilities for the Schools and Departments	-	-	500.00	550.00	25.00	100.00	50.00	50.00	100.00	875.00
CUHP(P)-004	Creation of facilities for promoting Raj Bhasha Hindi in Official working	-	-	-	8.00	0.25	1.00	0.50	-	0.25	10.00
CUHP(P)-005	Establishment and start of new Departments/courses at Temporary Academic Block at Shahpur and creation of facilities for the Schools and Departments	-	-	-	75.00	25.00	50.00	25.00	25.00	25.00	225.00
	Total	7.45	4950.00	1050.00	825.00	100.00	3700.00	250.00	275.00	150.00	5300.00

(ii)

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SUMMARY OF ACTUAL ESTIMATES FOR 2010-11 AND BUDGET ESTIMATES FOR 2011-12 UNDER GRANT-IN-AID FROM UNIVERSITY GRANTS COMMISSION

(Rs. in lakhs)

Code No.	Name of the Scheme	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12						
					Salary	T.A.	NRC	Recurring Contingency			Total
								Office expense and consumables	Rent of hired buildings	Books, journals, newspapers	
UGC(Ad. Pr.)-001	UGC sponsored Research Project entitled "Revisiting the quality and excellence in the accredited institutions of Higher education"	-	2.30	1.60	0.90	1.10	-	1.00	-	-	3.00
	Total	-	2.30	1.60	0.90	1.10	-	1.00	-	-	3.00

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA(HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	CUHP(P)-001
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh and creation of facilities for the offices of the Vice-Chancellor, Registrar, Finance Officer, Controller of Examination.
3.	Budget Estimates 2011-12	Rs.10,40,00,000.00
4.	Revised Estimates 2010-11	Rs.5,50,00,000.00

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned*	Filled	Vacant
Vice-Chancellor	75000+5000	1	1	-
Registrar	37400-67000+10000	1	-	1
Finance Officer	37400-67000+10000	1	-	1
Controller of Examination	37400-67000+10000	1	-	1
Officers of Special Duty	37400-67000+10000	2	2	-
Deputy Registrar	15600-39100+7600/ 37400-67000+8700	1	1	-
Assistant Registrar	15600-39100+5400/6600	1	1	-
Section Officer	9380-34800+4600	1	1	-
Office Assistant	9380-34800+4200	2	2	-
PS to Vice-Chancellor	15600-39100+5400	1	1	-
Data Entry Operator	+2400	2	2	-
Drivers	+2400	2	2	-
Peons	+1800	2	2	-

***The above staff was provided initially which remained on roll upto 30.11.2010. However, w.e.f.1.12.2010, the following staff has been provided:**

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled	Vacant
Vice-Chancellor	75000+5000	1	1	-
Registrar	37400-67000+10000	1	1*	-
Finance Officer	37400-67000+10000	1	1*	-
Controller of Examination	37400-67000+10000	1	-	1
Librarian	37400-67000+10000	1	-	1
Deputy Librarian	15600-39100+8000	1	-	1
Assistant Librarian	15600-39100+6000	1	-	1
System Analyst	15600-39100+5400	1	-	1
Deputy Registrar	15600-39100+7600/ 37400-67000+8700	2	1	1
Internal Audit Officer	15600-39100+6600	1	-	1
Assistant Registrar	15600-39100+5400/6600	2	-	2
Executive Engineer	15600-39100+7600	1	-	1
Assistant Engineer	9380-34800+4600	1	-	1
Junior Engineer (Civil & Elect one each)	9380-34800+4200	2	-	1
Section Officer	9380-34800+4600	2	1	1
Office Assistant	9380-34800+4200	4	2	2
Private Secretary	9380-34800+4600	3	1	2
Personal Assistant	9380-34800+4200	1	-	1
Semi Professional Asstt	5200-20200+2800	1	-	1
Technical Assistant	5200-20200+2800	1	-	1
UDC	5200-20200+2400	4	1	3
Laboratory Assistant	5200-20200+2000	2	-	2
LDC	5200-20200+1900	4	2	2
Caretaker	5200-20200+1900	1	-	1
Drivers	5200-20200+1900	3	2	1
Cook	5200-20200+1900	1	-	1
Library Attendant	5200-20200+1800	2	-	2
Library Attendant	5200-20200+1800	1	-	1
Peons/Office Attendant	5200-20200+1800	4	2	2

*Salary of OSDs (2No) is charged till filling up of the posts of Registrar and Finance Officer, which have been advertised and likely to be filled up shortly.

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised estimates for 2010-11	Budget Estimates for 2011-12			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	2350.00	500.00	192.00	49.75	399.00	1040.00

Explanatory Note

Objectives:

The Central University of Himachal Pradesh has been established at Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009. Besides the Statutory positions of Vice-Chancellor, Registrar, Finance Officer and Controller of Examination, some of the non-teaching and administrative/academic, posts have been created with the approval of the Executive Council and concurrence of University Grants Commission. The University has advertised the said posts, which are likely to be filled up during the year 2011-12. The scheme aims at providing facilities for the establishment of these offices, filling up of the posts and create facilities to make these offices functional.

Duration of the scheme	Indefinite
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	Rs.11.50 lakh

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	CUHP(P)-002
2.	Name of the scheme	Establishment of Central University of Himachal Pradesh – Provision for Capital Works for Creation of infrastructure for the University
3.	Budget Estimates 2011-12	Rs.31,50,00,000.00
4.	Revised Estimates 2010-11	Rs.50,00,000.00

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised estimates for 2010-11	Budget Estimates for 2011-12			
			Campus Development	Construction of buildings	Central facilities	Total
-	-	50.00	600.00	2000.00	550.00	3150.00

Explanatory Note

Objectives:

The Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009. The first and foremost task with the university is to get the land transferred in its name, develop the campus, create infrastructure for making the university functional. For this purpose this scheme has been carved out so as to make provision for the capital works for campus development such as providing boundary walls, construction of internal roads, levelling of land, carrying out survey work, appointing/engaging PMC, augmenting and providing for water and electricity supply lines; constructions of buildings such as administrative blocks, Academic blocks, residences for statutory officers, faculty and staff, creation of central facilities like Central Library, Guest Houses, Students Hostels, students' welfare activities, health care centre, and providing select facilities at temporary/hired accommodation, etc.

Duration of the scheme	XI Plan period
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	CUHP(P)-003
2.	Name of the scheme	Establishment and strengthening of Temporary Academic Block at Shahpur and creation of facilities for the Schools and Departments
3.	Budget Estimates 2011-12	Rs. 8,75,00,000.00
4.	Revised Estimates 2010-11	Rs. 5,00,00,000.00

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled*	Vacant
School of Management Studies				
Professors	37400-67000+10000	3	-	3
Associate Professors	37400-67000+9000	6	-	6
Assistant Professors	15600-39100+6000	9	6	3
School of Mathematics, Computer & Information Science				
(i) Department of Library & Information Science				
Professors	37400-67000+10000	1	-	1
Associate Professors	37400-67000+9000	2	-	2
Assistant Professors	15600-39100+6000	3	1	2
(ii) Department of Mathematics				
Professors	37400-67000+10000	1	-	1
Associate Professors	37400-67000+9000	2	-	2
Assistant Professors	15600-39100+6000	3	2	1
School of Social Sciences				
(i) Department of Social Work				
Professors	37400-67000+10000	1	-	1
Associate Professors	37400-67000+9000	2	-	2
Assistant Professors	15600-39100+6000	3	2	1
(ii) Department of Economics				
Professors	37400-67000+10000	1	-	1
Associate Professors	37400-67000+9000	2	-	2
Assistant Professors	15600-39100+6000	3	-	3
School of Humanities & Languages				
Department of English				
Professors	37400-67000+10000	1	-	1
Associate Professors	37400-67000+9000	2	-	2
Assistant Professors	15600-39100+6000	3	2	1

*During the year 2010-11, the posts have been filled up on contractual basis at Rs.25000 per month

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	-	500.00	550.00	25.00	300.00	875.00

Explanatory Note

Objectives: The Central University of Himachal Pradesh has started its academic programmes at Shahpur District Kangra in a newly constructed Government College Building allotted by the State Government named as Temporary Academic Block, with a built up area of 80000 sq ft. At the time of framing the Budget Estimates for the year 2010-11, no provision was made for this purpose. However, a proposal was sent to the UGC and with the approval of Executive Council and concurrence of UGC, 8 posts of Professors, 16 Associate Professors and 24 posts of Assistant Professors. Out of these positions, 13 positions of Assistant Professors were filled up during the year 2010-11 on contractual basis. However, all the teaching positions have been advertised and are likely to be filled up during the year 2011-12 so as to run the academic programmes smoothly. Besides filling up the posts, the TAB has been fully furnished with modular furniture, purified drinking water, common photocopying facility, students 'recreation facility, etc. The TAB has other facilities like class rooms/lecture theaters, seminar rooms/ conference hall, laboratories, work stations, Library and information resource centre. The university aims at providing for mini gymnasium, activity room, playground and provision for other games like badminton, volleyball, basketball, etc. The University also aims at providing canteen facility. The scheme aims at providing facilities for the establishment and strengthening of facilities at TAB so as to run the academic programmes smoothly.

Duration of the scheme	Indefinite/till the establishment of permanent campuses of the university/
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	Rs.35.47 lakh

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	CUHP(P)-004
2.	Name of the scheme	Creation of facilities for promoting Raj Bhasha Hindi in Official working
3.	Budget Estimates 2011-12	Rs.10,00,000.00
4.	Revised Estimates 2010-11	--

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled	Vacant
Hindi Officer	15600-39100+5400	1	-	1
Hindi Translator	9380-34800+4200	1	-	1
Hindi Translator	5200-20200+1900	1	-	1

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised estimates for 2010-11	Budget Estimates for 2011-12			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	-	-	8.00	0.25	1.75	10.00

Explanatory Note

Objectives:

The Central University of Himachal Pradesh does not facilities for promoting Raj Bhasha Hindi in Official working. The above posts have been provided by the University and for the creation of these posts an agenda item has been placed in the 1st meeting of the Finance Committee. The scheme aims at creating facilities so as to comply with the directions/instructions of the Govt. for promoting Raj Bhasha Hindi in Official working.

Duration of the scheme	Indefinite
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	CUHP(P)-005
2.	Name of the scheme	Establishment and start of new Departments/courses at Temporary Academic Block at Shahpur and creation of facilities for the Schools and Departments
3.	Budget Estimates 2011-12	Rs.2,25,00,000.00
4.	Revised Estimates 2010-11	nil

DETAILS OF THE POSTS

Teaching staff

Sl. No.	Name of the School / Department (Course)	Teaching Positions Requested from UGC (Prof:Assoc Prof:Asstt. Prof)
1.	School of Earth & Environmental Sciences <ul style="list-style-type: none"> ▪ MSc (Environmental Sciences) ▪ MPhil/PhD 	1:2:4=7
2.	School of Education <u>Department of Teachers' Training</u> <ul style="list-style-type: none"> ▪ MA (Education) ▪ MPhil/PhD 	1:2:4=7
3.	School of Mathematics, Computer & Information Sciences <u>Department of Computer Science & Informatics</u> <ul style="list-style-type: none"> ▪ MCA/MSc(Information Technology) ▪ MPhil/PhD 	1:2:4=7
4.	School of Physical & Material Sciences <u>Department of Physics & Astronomical Sciences</u> <ul style="list-style-type: none"> ▪ MSc (Theoretical Physics) ▪ MPhil/PhD 	1:2:4=7
5.	School of Mathematics, Computer & Information Sciences <u>Department of Mathematics</u> <ul style="list-style-type: none"> ▪ MSc (Industrial Mathematics) 	1:2:4=7
6.	School of Life Sciences <ul style="list-style-type: none"> ▪ MSc (Computational Biology/Bio-informatics) ▪ MPhil/PhD 	1:2:4=7
7.	School of Humanities & Languages <u>Department of English & Foreign Languages</u> <ul style="list-style-type: none"> ▪ MA (English Language & Comparative Literature) 	

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	<u>Department of Hindi & Indian Languages</u> <ul style="list-style-type: none"> ▪ MA (Hindi) ▪ MPhil/PhD 	1:2:4=7 1:2:4=7
8.	School of Tourism, Travel & Hospitality Management <u>Department of Tourism & Travel Management</u> <ul style="list-style-type: none"> ▪ MBA (Tourism & Travel) ▪ MPhil/PhD 	1:2:4=7
9.	School of Journalism, Mass Communication & New Media <u>Department of Mass Communication & Electronic Media</u> <ul style="list-style-type: none"> ▪ MA (New Media Communication) <u>Department of Journalism & Creative Writing</u> <ul style="list-style-type: none"> ▪ MA (Journalism & Creative Writing) 	1:2:4=7 1:2:4=7
10	School of Fine Arts & Art Education <u>Department of Visual Art</u> <ul style="list-style-type: none"> ▪ MFA (Painting) 	1:2:4=7

Other academic and non-teaching staff					
Sl. No	Name of the Posts	Approved Core Scale of Pay		Non-teaching positions (technical and non-technical) Proposed	Remarks/ Justification*
		PB	GP		
Administrative, Secretarial & Support Staff					
	OSD/Consultant (Academic)	4	10000	2	For 5 years till initial academic planning is completed and implemented
	Deputy Registrar	4	7600 8700	1	Administration
	Deputy Finance Officer	4	7600 8700	1	Finance Office
	PS	3	4600	3	Administration, COE, Librarian
	Assistant Registrar	3 3	5400 6000	3	Administration, COE, Finance Office
	Section Officer	2	4600	12	1 each for 10 Schools, EE, DSW
	UDC	2	2800	19	1 each for 10 Schools, EE, Director IT, PVC, COE, OSD(2), DSW, Librarian, FO
	LDC	2	2400	21	For each Department(18), Registrar, FO
	Drivers	2	2400	3	PVC, COE, Pool
	Peons	1	1800	20	1 for each Department(18) 1 each for PVC, COE, EE, DSW
Technical Staff					
	Director(IT)	4	10000	1	To take up ERP/MIS/e-governance & ICT/ Univ Website
	System Administrator	3	8000	1	To take up ERP/MIS/e-governance & ICT/ Univ Website
	Lab Attendants	1	1800	3	1 for Digital Language Lab and 2 for

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					Science Lab
	Technical Assistants	2	4600	1	IT lab

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12			
			Salary	T.A.	Contingency (RC & NRC)	Total
	-	-	75.00	25.00	125.00	225.00

Explanatory Note

Objectives:

The Central University of Himachal Pradesh has been established in Dharamshala, District Kangra. It has become functional w.e.f. 20th January, 2009. The University is running its approved academic programmes at Temporary Academic Block Shahpur located in newly Constructed Government College Building. The University has asked the University for Proposals for the new academic programmes, which the university may like to start during the year 2011-12. The said proposals has been sent to the UGC on the prescribed proforma. It is expected to start the new academic programmes at TAB after approval by the UGC. Hence this new scheme has been formulated. The scheme aims at providing facilities for the establishment and start of new Departments and courses at TAB and creation/filling of posts so as to run the academic programmes smoothly.

Duration of the scheme	Indefinite
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	Rs.1.00 lakh

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH, DHARAMSHALA (HP)
Budget Estimates for 2011-12 and Revised Estimates for 2010-11**

1.	Code No.	UGC(Ad.Pr)-001
2.	Name of the scheme	UGC sponsored Research Project entitled "Revisiting the quality and excellence in the accredited institutions of Higher education"
3.	Budget Estimates 2011-12	Rs.3,00,000.00
4.	Revised Estimates 2010-11	Rs.1,60,000.00

DETAILS OF THE POSTS

Name of the post	Pay band+AGP/GP	Status of the posts		
		Sanctioned	Filled	Vacant
Research Associate	Rs.20,000.00 p.m. fixed	1	-	1
Research Assistant	Rs.10,000.00 p.m. fixed	1	1	-

Statement of Cost (Rs. In lakhs)

Actuals for 2009-10	Budget Estimates for 2010-11	Revised estimates for 2010-11	Budget Estimates for 2011-12			
			Salary	T.A.	Contingency (RC & NRC)	Total
-	-	1.60	0.90	1.10	1.00	3.00

Explanatory Note

Objectives:

UGC has provided financial assistance for the UGC sponsored Research Project entitled "Revisiting the quality and excellence in the accredited institutions of Higher education" with Prof. Furqan Qamar, Vice-Chancellor, as the Principal Investigator. The scheme is running in the University w.e.f.22nd June, 2010. Though the scheme was for six months only, yet it is likely to continue during the year 2011-12. Hence this scheme has been framed to make budgetary provision for running of the

scheme. The scheme aims at providing facilities for the smooth conduct of the research project.

Duration of the scheme	2011-12
Drawing & Disbursing Officer	Deputy Registrar
Controlling Officer	Vice-Chancellor/P.I.
Terms & Conditions	100% UGC Plan Dev.
Anticipated income	nil

Draft agreement for project Management Consultation

Reply |yksharma@rites.com to vc, ysverma, me

show details 12/7/10

Sir,

Based on the discussions held with you during my visit to your office on 4.12.2012 , we have prepared two draft agreements as under:-

I. Where RITES to be retained by University for providing only Project Management Consultation services.

II. RITES has to also appoint an Architect in consultation with University and there after provide project Management Consultation services.

we request you to kindly go through the draft of the Agreements and advice us on any changes if required.

Thanking you.

Y.K.Sharma

General Manager/CP

RITES

AGREEMENT BETWEEN CENTRAL UNIVERSITY OF HIMACHAL PRADESH AND M/S. RITES LTD FOR THE PROJECT MANAGEMENT CONSULTANCY (PMC) FOR THE BUILDING PROJECTS OF THE HIMACHAL PRADESH CENTRAL UNIVERSITY at DHARAMSHALA, HIMACHAL PRADESH.

(Architect to be appointed by RITES with University approval)

THIS AGREEMENT MADE ON THIS ----- between **CENTRAL UNIVERSITY OF HIMACHAL PRADESH**, a Central University, established by an Act of Parliament in 2009, having its office at Sanskriti Sadan (Writers' Home), Dharamshala, represented by its Registrar (hereinafter referred to as the "CLIENT") which expression shall wherever the context so admits or requires include its/ his successors and assigns of ONE PART and M/s. RITES Ltd, (A Govt. of India Enterprise) under the Ministry of Railways having its Registered Office at SCOPE Minar, Laxmi Nagar, Delhi represented by its General Manager (hereinafter referred to as the 'CONSULTANT') which expression shall wherever the context so admits or required include its/his successors and assigns of the OTHER PART.

WHEREAS

- I The Client is interested to take up the establishment of CU HP in the area of about ----- Acres at Dharamshala and Dehra. Himachal Pradesh Central University desires to avail the services of M/s.RITES Ltd who will be in a position to undertake Project Management Consultancy for the construction of the Buildings, Infrastructure, Site Development and allied Services Works for and on behalf of the Client.
- II The Consultant is engaged for providing services which is intended by the Client in the interest of project management of the constructions in all respects including pre-construction activities, construction supervision, quality control, technical auditing and surveillance and commissioning of the new works.
- III **NOW THEREFORE**, in consideration of the mutual assurances and covenant hereinafter contained, it is mutually agreed and declared by and between the parties hereto as follows:-

CLAUSE 1 – DEFINITIONS

- 1.1 'APPROVAL' shall mean and include the written consent, either manuscript, type written or printed statement, under signature or seal, as the case may be, given from time to time by the Client or their authorized representative on documents, drawings or other particulars in relation to this Agreement.
- 1.2 "ARCHITECT" is the firm/ person appointed by the Client/ Consultants for Architectural works which will include the preparation of i) Conceptual Plans, Architectural Plans ii) Design Details; iii) Building

Plans, Working Drawings; iv) Estimates; v) Bid documents; vi) Technical Specification; vii) Bill of quantities and all connected ancillary works which should conform to civil works standards. The Architect shall also be responsible for taking approvals of Master Plans/ Building Plans etc. from local/ statutory bodies including taking up completion certificates (if required as per norms of the area). The Consultant shall have superintendence over the work of the Architect. The release of payment to Architect for their services at different stages shall be released after it is certified by the Consultant. Necessary Stipulations shall be inserted in the Agreement to be executed between Client and the Architect.

- 1.3 'COMMENCEMENT DATE OF CONTRACT' with reference to Consultancy Contract shall mean from the date of written orders issued by the Client to the Consultant. **The work is to be taken up in different phases. The phasing and stages of the work along with time allocation shall be fixed by the Client in consultation with the Consultant.**
- 1.4 'COMPLETION PERIOD' with reference to a particular Works Contract shall mean the period from the commencement date of works contract to physical completion of the project by the Works Contractor.
- 1.5 'CONTRACT' shall mean this AGREEMENT including all exhibits hereto and all documents herein specified and amendments which both the parties may hereafter agree in writing to be made to this Agreement.
- 1.6 'CONTRACTOR' shall mean any agency/firm/person appointed by the Client for carrying out construction of different types of works involved in the campus development projects.
- 1.7 'COORDINATING OFFICER' shall mean the officer nominated by the Client/or his representative as the case may be to whom all the matters related to the Project shall be referred to by the Consultant for views, decisions, correspondences, approvals etc as per Scope of Services of the Contract and who shall provide and communicate such views, decisions, correspondences, approvals etc to the Consultant on behalf of the Client.
- 1.8 'DRAWINGS' shall mean and include building and structural drawings, sketches showing plans, sections, design details and elevations related to the Projects together with modification and/ or revisions thereto as desired by the Client .
- 1.9 'ENGINEER / ENGINEER IN CHARGE' shall mean the person nominated from time to time by the Consultant and shall include those who are explicitly authorized by the Consultant to act for and on behalf of the Consultant for the provision of the services related to this Agreement.
- 1.10 'MONTH' shall mean calendar month.

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- 1.11 'PHYSICAL COMPLETION' with reference to Works Contract shall mean readiness of the project except in minor works, which does not prevent use/occupation of the project by the Client for the purpose for which the projects have been designed.
- 1.12 'PMC' shall mean Project Management Consultant or Project Management Consultancy as the context requires or admits.
- 1.13 'PROJECT or WORKS' shall mean the building projects of the Client comprising of Academic buildings, hostels, residential quarters, roads, internal & external electrification, landscaping, sewerage, drainage, other allied services etc.
- 1.14 'SERVICES' shall mean the responsibilities to be discharged by the Consultant for fulfilling the obligations under this Agreement.
- 1.15 'SPECIFICATIONS' shall mean and include schedules, detailed descriptions, statement of technical data, performance characteristics, standards as applicable and specified in the Works Contract and to be read and supplemented with CPWD specifications and as required by the Client..
- 1.16 'STANDARDS' shall mean the goods and equipments, utilized for the Works in the Project and the Works in the Project shall conform to the standards mentioned in CPWD Specifications/Bureau of Indian Standards (BIS) of relevant codes which ensure an equal or higher quality and when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods / Equipments utilized in the Works in India and such Standard shall be verified and approved by the Consultant.
- 1.17 'SUB-CONSULTANT' shall mean any agency engaged by the Consultant for providing any of the services wherever deemed to be necessary for the successful completion of the projects.
- 1.18 'TEST' shall mean such process or processes to be carried out by the Consultant as prescribed in the Works Contract in order to ascertain quality, workmanship, performance and efficiency of equipment or part thereof as a part of Quality Control, surveillance and technical auditing.
- 1.19 'VENDOR' means any agency/ firm appointed by the Client/ Consultant for supply of Materials/ Equipments for the Project.
- 1.20 'WORDS' in the singular include the plural and vice versa.
- 1.21 'WRITING' includes matter either in whole or in part, in manuscript, typewritten, lithographed, cyclostyled, photographed or printed under or over signature or seal as the case may be.

CLAUSE 2 – SCOPE OF WORK

The detailed scope of the work to be rendered by the Consultant is as follows:-

- 2.1 (i) Preparation of bid documents for selection of architect, calling of competitive bid and appoint Architect for providing Architectural Services for the Campus Development. University will be fully involved during the selection of Architect and the decision of the University shall be final in appointment of the Architect. Fee for selected architect shall be borne by University and payment shall be made by RITES from the funds provided by University.
- (ii) Scrutiny of detailed design, drawings and estimate with reference to Delhi Schedule of Rates (DSR)/ Himachal Pradesh Schedule of Rates (HP SR) and tender documents. The Consultant shall have superintendence over the work of the Architect in respect of adequacy and timely completion of their works.
- (iii) Creation of different packages of Works Contract. Appointment of Works Contractors based on Pre-qualification followed by Price Bid or based on Two- bid system as decided in consultation with the Client.
- (iv) Preparation of comparative statement and evaluation of tender and recommendations for awarding of the work by the Consultant to the successful bidder.
- (v) Construction supervision and execution of the agreed works including Quality Control & surveillance, measurements, certification of bills, technical auditing by deployment of adequate technical and supporting staff at site of works.
- 2.2 RITES shall co-ordinate with the Architect till the physical completion of the project.
- 2.3 The Consultant shall conduct all the procedures of mandatory tests as well as random tests, checks as per the CPWD specification/BIS standards, so as to comply with requirement of authorities like CTE/CVC or any other Agency(s) of the Govt. of India as and when required by Auditors of C&AG.
- 2.4 Submit periodic Progress Reports in the format of Consultant as stipulated by the Client.
- 2.5 To ensure establishment of Site laboratory by various works contractors for Quality Control Works. Necessary stipulations to be inserted in the Works Contract.

- 2.6 Coordinating with contractors and rendering technical advice to the Client; Holding periodic Progress Review Meetings and sorting out problems arising, if any, due to any action of the Client and/or by the Consultant.
- 2.7 Keeping a close watch on Deviations during execution by way of Extra items, Substituted items and Deviations in Quantities of Schedule items. Fixation of Rates for items / quantities covered by Deviation orders as per the contract conditions between Contractor and the Consultant. Client to be kept informed for issue of necessary revised expenditure sanction whenever found necessary if the Cost of the work with its Deviation and Price Escalation (if provided for in the Contract) and the Consultant's fee and Service Tax in terms of this Agreement exceeds the amount for which Expenditure Sanction has been issued by the Client earlier.
- 2.8 Ensuring that the construction is being carried out in accordance with the approved working designs, drawings and specifications in co-ordination with the Architect appointed by Client and as per programme laid down in the Works Contract Agreement.
- 2.9 Shall take measurements jointly with contractor or his authorized representatives and record them in measurement books and obtain contractor signature for acceptance. Test checks of such measurements may be got done by the Client as per the method of measurement wherever necessary.
- 2.10 Granting Extension of Time to the Contractor for completion of Works, with or without Liquidated Damages, subject to keeping the Client advised of the same with full details including the effect on cost escalation, if any.
- 2.11 The Consultant shall assist the Client in :
- i. Inspection of the works by Chief Technical Examiner (CTE) or any other Agency(s) of the Government as and when required and complying with their statutory requirement and effectively arrange for replying to their observations.
 - ii. Settling all audit objections pertaining to the construction works to their satisfaction
 - iii. Furnishing replies to the audit queries raised by the C&AG auditors to their satisfaction at any/all times.
 - iv. Settling the Claims / disputes, if any, made by the Works Contractors. Where there is disagreement between the Consultant and the Works Contractor, such disputes shall be referred for Arbitration by an Arbitrator as provided for in the Works Contract between the Consultant and the Contractor. All amounts payable to the Contractor on his claims decided by the Arbitrator and agreed to by the Contractor will be charged to the Cost of Works. In cases where the Contractor resorts to settling his claims through an Arbitrator, the Client being the Principal Employer will implead himself as a Party in the Arbitration Proceedings and the Consultant shall assist the Client in the Arbitration Proceedings.
 - v. Assisting the Architect/ Client in obtaining the necessary clearance from the Agencies / Departments / Local Bodies concerned for the occupation of the Completed works.

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- 2.12 Complete construction management of Contract with the Works Contractor till the expiry of maintenance period and releasing of payment of final dues to the Contractor by Consultant by issuing satisfactory completion certificate after obtaining Client's approval.
- 2.13 Collect and deliver to the Client, Guarantee Bonds executed by the Contractor for Specialised items of Works (If applicable as per the provisions of contract between contractor and the Consultant) such as Waterproofing of structures, Termite Proofing of Structures etc which involve maintenance period extending well beyond the normal maintenance period of structures. Collect and deliver to the Client Insurance Policies, if any, of Works still current at the time of handing over of works.
- 2.14 The Consultant shall also perform post construction activities including inspecting the defective works for their rectification during the maintenance period.
- 2.15 The scope of work given above is purely indicative. Any other services required to be rendered in connection with the execution of the Work, shall be provided by the Consultant on ordered by the Client.
- 2.16 The Consultant shall scrutinize and approve the contractor's safety management manual and ensure its implementation in the project.
- 2.17 It will be compulsory for the Consultant to place necessary full time qualified engineers throughout the period of execution of works. Graduate engineer will be considered as qualified engineer.

Consultant is expected to ensure that men of proven ability and adequately qualified are only employed at site and they work diligently. In case, Client finds any Engineers not up to the mark, the Consultant will have to withdraw him/them from site and replace him/them by posting new one/s in his/their position. Client reserves the right to remove such personnel and ask for a substitute of required caliber. In case an Engineer/s resign from their employment, Consultant shall immediately provide a substitute of equivalent caliber. Consultant shall not make any changes in the personnel deployed by them on work site without prior permission.

The Consultant shall furnish the list of Engineers and Supervisors to be deployed on the project with details of their qualifications, experience etc. to the Client.

- 2.18 The Consultant will ensure safety of structure by taking necessary precautions by not allowing excessive construction load on floor and shall avoid such other factors which will endanger the safety of structure during construction.

CLAUSE 3 – OBLIGATIONS OF THE CLIENT

- 3.1 The Client shall ensure the Architect appointed shall provide all the required drawings, details, specifications, contract agreement to be executed between contractor and Consultant and any other documents required for performing the scope of services of Consultant.
- 3.2 The Client will furnish layout plan of the existing structures and services, if any, in the area where new Works are proposed.
- 3.3 The Client will nominate Coordinating Officer who shall perform the duties as per clause 1.7.
- 3.4 The Client will hand over vacant possession of land / Site to the Consultant. The Consultant may, if so required, take responsibility for demolition / disposal of existing buildings / structures.
- 3.5 The Client will obtain from Local Bodies approvals for the Works and shifting / relocating existing utilities as necessary. The Client will also obtain the necessary clearance from the Agencies / Departments / Local Bodies concerned for the occupation of the Completed Works.
- 3.6 The Client will communicate their decisions whenever referred to, within reasonable time of such request from the Consultant.
- 3.7 The Client shall provide the necessary redeemable Power of Attorney to the Consultant to discharge their obligations under this Contract on behalf of the Client, wherever considered necessary.
- 3.8 The Client shall pay the consultancy charges to the Consultant, in line with the agreed payment schedule. The Client will borne the cost of Notice Inviting Tender (NIT) Cost including advertisements and other ancillary cost for appointment of Works Contractor.
- 3.9 The Client shall not be responsible for any liability arising out of Consultant’s contractual obligations with the Consultant’s personnel, Sub-Consultants, licensors, collaborators, vendors and subordinates who are engaged by the Consultant and whose remuneration/fees are paid by the Consultant from his/their Consultancy fee.
- 3.10 The Client shall promptly take over the Works/ Project facilities within 15 days from the date of certified physical completion in all aspects. If for any reason, the Client is unable to comply with the above requirements within the period mentioned above, the Consultant shall allow the Client to have a further period of another 15 days for the taking over of the Works.

- 3.11 Client shall provide the cost of furnished office accommodation for setting up of Consultant's office within University campus. The electricity and water consumption charges for the Consultants' Office will be borne directly by the Client.

CLAUSE 4 – CONSULTANT'S FEE

- 4.1 Consultant's fee would be at **7.50% (Seven and Half percent)** of the final Built up cost to be borne by the Client as defined in Clause 5 below. The fee payable will be initially calculated on the basis of the Preliminary Estimate followed by contract value of the Work as per Letter of Award placed on contractor by the Client. Later on it shall be adjusted on the basis of Works Contract Cost. Finally the fee shall be adjusted as per Percentage of "As Built-up Cost".
- 4.2 In addition to the Fee mentioned in clause 4.1 and 4.2 above, the Consultant will also be entitled to "Service Tax" on the fees at the rates as stipulated by the Government of India from time to time, as on the date of agreement.
- 4.3 If, after the date of execution of this Agreement, the Central Government or the concerned State Government imposes any fresh Tax or Charges on the Consultancy service, then the same shall be reimbursable to the Consultant by the Client.

The stages of payment of Consultancy fee and Service Tax for PMC at 7.5% will be as under:-

- i) Mobilization fee on Signing of this Agreement

(Initially fee would be calculated on the works estimated

to be Rs -----crores)

10%

- ii) Balance on pro-rata basis of value of work done with

respect to works bill and finally adjusted as per clause 4.1 above

80%

iii) The remaining **10%** will be released on completion of Maintenance period of respective Works Contracts as well as submission of connected records to the satisfaction of the Client.

- 4.6 Once in a month, on the first Working day, the Consultant shall submit the Consultancy bill at the percentage rates as indicated above, based on the value of works done in the previous month towards the "Built up Cost" as defined in Clause 5 below. The Client will deduct Income Tax as due and pay the net Consultancy fee to the Consultant within 7 days from the date of receipt of the bill. The Client will also issue Tax Deduction at Source Certificate to the Consultant within the time stipulated in the Income Tax Act.

CLAUSE 5 - BUILT UP COST

“Built Up Cost” will consist of the expenditure incurred towards the following, all to be borne by the Client.

- i) Gross amount paid to the Contractor towards Construction of the Works as per Works Contract agreement.
- ii) Cost of any materials supplied free to the Contractor including Cost of handling, transportation and storage incurred by the Client/Consultant.
- iii) Charges, if any, levied by Local Authorities for approval of plans and services and for issue of “Completion”/“No- objection” Certificate for occupation of the Works on Completion.
- iv) Charges, if any, levied by Local Authorities/Providers of services such as Water Supply, Drainage, Sewerage etc. for Shifting/relocation of Utilities as well as their disconnection/connection.
- v) Cost of Soil tests/ Geotechnical investigations.
- vi) Cost of litigation, if any, with a Third Party or individual organization to remove legal barriers in the execution of works.
- vii) Advertisement Charges for issuing Notice Inviting Tenders.
- viii) Cost of testing of materials/workmanship for items for which the Contractor is not required to pay in terms of the provisions in the Works Contracts.
- ix) Any amount paid/payable to the Contractor towards his claims as considered reasonable by the Consultant.
- x) Any amount paid/payable to the Contractor towards his claims not accepted by the Consultant but decided in favour of the Contractor by an Arbitrator or Court of Law. The amount will include the Cost involved in defending the stand of the Client/Consultant in the Arbitration or Court proceedings.

CLAUSE 5 - BUILT UP COST

CLAUSE 6 - PROJECT PLANNING AND MONITORING &

- 6.1 Monthly Progress reports will be sent by the Consultant to the Client by seventh day of every month as per format to be mutually agreed to.
- 6.2 Review meetings to be organized by the Client will be held every month either at site or at the Client’s office as decided by the Client and the Consultant.

CLAUSE 7 - TENDERING PROCEDURE

The Consultant shall complete the Tendering process, including Calling of Tenders, Tender Documentation, Evaluation and award of work by the Consultant and execution of Contract Agreement with the successful tenderers.

CLAUSE 8 - COST TO BE BORNE BY THE CONSULTANT

The Consultant shall bear the Cost of the following items and these are deemed to have been included in the Consultancy fees payable by the Client to the Consultant under Clause 4.

- 8.1 Payments to all personnel engaged by the Consultant including their employees, engineers etc. Tools & Plants, machineries required for the Quality Control surveillance.
- 8.2 All travel, conveyance, living, boarding, lodging, salary and perks of Consultant's personnel engaged in the Project, insurance of all kinds for Consultant's personnel including accident benefits, postage, communication and telephone charges, stationeries, Internet charges, and all other expenses of the Consultant for the purpose of implementation of the project.

CLAUSE 9 - PAYMENT AND ACCOUNTAL PROCEDURE

- .1 *The payments to contractors or any other agencies except Architects shall be made by the Consultant. Wherever necessary, the Client will seek the assistance and guidance of the Consultant in this regard.*
- 9.2 *The Payment to the Architects appointed by the Client for the work will be made by the Client on certification of RITES Ltd.*
- 9.3 *RITES Ltd. will open a separate account for the work and submit to the client the quarterly statement of expenditure along with the future requirement of the fund.*
- 9.4 *Client shall release funds to RITES Ltd. in stages as per requirements projected by the Consultant.*

CLAUSE 10 - LABOUR LAWS

- 10.1 The Consultant shall undertake to ensure compliance of all labour laws and its enactments which are applicable to their workmen and also obtain through suitable provision in the Works Contracts commitments by the Contractors in respect of their workmen to whom any part of the Works Contracts envisaged under this Agreement is entrusted.
- 10.2 The Consultant shall be responsible for enforcing all statutory obligations and any other laws in the above regard, in force from time to time, regarding employment or conditions of service of Contractors/Architects employees.
- 10.3 The Consultant shall ensure compliance by the Works Contractors of all safety rules as required under various Statutes in India through suitable provisions in the Works Contracts.
- 10.4 The Consultant shall incorporate third party risk clause in all Works Contracts awarded by the Client, so as to ensure that the Client is held harmless and indemnified against any damage or injury to third party on account of any act or omission to act by the employees or representatives of the Contractors engaged for the execution of the work.

CLAUSE 11 – MODIFICATION IN WORKS CONTRACTS

Any modification in the Works Contracts with respect to technical or commercial aspects including time limit for completion and deviation by way of extra items, substituted items and deviations in quantities of Schedule items as well as fixation of rates for Deviation, shall be considered by the Consultants and authorized subject to the following:

- 11.1 The Client shall be kept advised of the Modifications in the works contracts with details of the implications and the justification.

- 11.2 Where the Modification is likely to result in the need for obtaining approval of “Revised Expenditures Sanction” from the Client for an increased amount, the Consultant shall approach the Client promptly with full details and justification before payment.

CLAUSE 12 – TIME SCHEDULE

- 12.1 Time is the essence of contract. The phasing of work and time allocations therefor shall be finalized by the Client in consultation with the Consultant.

- 12.2 The Consultant shall furnish to the Client a detailed time-schedule for getting the works executed, after finalization of the Detailed Estimate based on Detailed Designs and Drawings (prepared by the Architect).

- 12.3 The construction in all respects shall be got completed by the Consultant as per the above time schedule.

CLAUSE 13 – RESPONSIBILITY OF CONSULTANT

- 13.1 The Consultants shall not delegate their work to any other agency without prior approval of the Client.

- 13.2 The Consultants shall discharge their obligations under this Agreement in accordance with the agreed time schedule and with due care, diligence and competence generally as stipulated under Clause 2 of "Scope of Work".
- 13.3 Consultant shall supervise the work, as already explained in the scope of work.
- 13.4 To meet their obligations under this Agreement, the Consultant shall employ at site their own manpower so that on completion of the project the Client shall have no responsibility for absorbing any of them in its service.

CLAUSE 14 – LIABILITY OF CONSULTANT

- 14.1 The Consultant shall be liable for consequences of errors and omissions arising out of gross negligence on their part or on the part of their employees and shall take necessary action to remedy the defects and deficiencies arising from said negligence. The liability of the Consultant shall be restricted to the period of validity of this Agreement under Clause 20.
- 14.2 The Consultant shall not delegate their work to any other agency without prior approval of the Client.

CLAUSE 15 – FORCE MAJEURE

- 15.1 Neither the Consultant nor the Client shall be considered as defaulting in the Performance of their obligations under this Agreement, as long as such performance is prevented or delayed, for reasons, beyond the reasonable Control of the party claiming the existences of Force Majeure such as Acts of God, severe earthquake, cyclone (except monsoon), floods, lightning, land slide, fire or explosions, plague or epidemics, strikes, lockouts (lasting more than 14 consecutive calendar days), sabotage, blockade, war, riots, invasion, acts of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military usurped power or confiscation or trade embargoes or destruction or requisition by order of any Government or any Public Authority. The party claiming the existence of Force Majeure shall within ten days or within shortest possible period without delay, as the case may be, notify the other party about the occurrence of the Force Majeure event and provide the other details of arising and ceasing of the impediment. At the end of the impediment, the party claiming the existence of Force Majeure shall provide necessary documental proof of cessation.

- 15.2 As soon as the cause of Force Majeure has got removed, the party whose ability to perform its obligations has been affected shall notify the other of such cessation and of the actual delay incurred in such affected activity, adducing necessary evidence in support thereof. From the date of occurrence of a case of Force Majeure, obligations of the party affected shall be suspended during the continuance of Force Majeure Conditions and any liability so caused until the cause itself and the inability so caused resulting therefrom have been removed, the agreed time of completion of the respective obligations under this contract shall stand extended by a period equal to the period of delay occasioned by such events.
- 15.3 Should one or both the parties be prevented from fulfilling the contractual obligations by state of Force Majeure lasting continuously for a period of six months, the parties shall consult each other regarding the future implementation of the Project.

CLAUSE 16 - LIQUIDATED DAMAGES CLAUSE

If any delay in execution of the works is attributable to the acts or omissions and commissions of Consultant, Client shall be entitled to recover liquidated damages at the rate of 0.5% of the total fee per week of delay limited to maximum of 10% of the total actual fees payable.

CLAUSE 17 - PROFESSIONAL MISCONDUCT

If at any time, it is noticed that deliberate attempt has been made by the Consultant to cause over payments to the contractors by over-measurement or over estimation of rates or sub-standard work is accepted and recommended for payment, the amount shall be recovered from the payments due to the Consultant not only from this contract but also from any other contract awarded by this Client and other means available to the Client. The matter will be viewed as a professional misconduct and strict action as per laws will be taken.

CLAUSE 18 - SUB-LETTING OF PROFESSIONAL SERVICES

No sub-letting of professional services shall be permitted by the Client. Under no circumstances the Consultant shall delegate their responsibilities to sub-consultants engaged with the prior approval of client, as envisaged under Clause 1.16.

CLAUSE 19 – AMENDMENTS TO THE AGREEMENT

Any amendments or modifications to this AGREEMENT must be in writing and shall be signed by both the parties.

CLAUSE 20 – TIME LIMIT FOR VALIDITY OF THIS AGREEMENT

Unless extended by mutual consent of both the Client and the Consultant, this Agreement will be valid for a period of 60 days beyond the date of the Maintenance Period after completion of the works.

CLAUSE 21 – TERMINATION OF THE AGREEMENT

- 21.1 The Agreement herein may be terminated at any time by either Party (Client / Consultant) by giving a written notice of two months to the other party. With the termination of the Agreement, the Works Contracts will be operated by the Client. Even after the termination of the Agreement, the Consultant shall be liable and be responsible for due certification of any Bills submitted by the Works Contractors at any time, in respect of the Work executed before the termination of the Agreement.
- 21.2 In case there is any change in the Constitution of the Consultant, the details will be promptly communicated to the Client. In case the Client is of the opinion that this will affect the Performance of the Consultants under this Agreement, the Client shall be entitled to terminate this Agreement after giving due notice and entrust the work to some other Agency.
- 21.3 In case of the Termination under clause 21.1 or 21.2 the Consultant shall not be entitled to fees or compensation except the fee payable to them for the work actually done. The amount of fee so payable shall be decided by mutual discussions between the Client and the Consultant.
- 21.4 In case of the Termination under clause 21.1 or 21.2, the Client may make use of all or any drawings, estimates or other documents prepared by the Consultant, after a reasonable payment for the services of the Consultant for preparation of the same.

CLAUSE 22 – CONFIDENTIALITY

Except with the prior written consent by the Client, the Consultant and their representatives shall not at any time communicate to any person or entity any confidential information disclosed to them for the purpose of the services. The Consultant shall not publicize any information pertaining to Client which is discussed with them during course of execution of work in the interest of project completion.

CLAUSE 23 – INDEMNIFICATION

The consultant shall indemnify the Client for any loss resulting from and as a consequence of errors, omissions arising out of gross negligence on the part of the Consultant or on the part of their employees/representatives/agents and shall take necessary action to remedy the loss, such as removal of defects, deficiencies and such other action as considered necessary by the Client to remedy the loss arising from such negligence.

CLAUSE 24 – THIRD PARTY LIABILITY

The Client shall not be liable for any injury/death, caused to any official, employee, representative or agent of the Consultant or their sub-consultants working at the site or damage to their properties for any reason whatsoever and Client shall not entertain any claim from any person on that behalf. It would be the responsibility of the Consultant to get their officials, employees, representatives, agents or their sub-consultants insured against the possible risks involved in the discharge of their duties at the work site.

CLAUSE 25 – ARBITRATION

Any question, dispute or difference arising under or out of or in connection with this agreement shall be settled through mutual discussions and consultations by the parties to this Agreement. In case no resolution is possible/ reached, the dispute or difference shall be referred to the Vice Chancellor of

Himachal Pradesh Central University by either party for appointment of Arbitrators / Sole Arbitrator. The award of the Arbitrators/ Sole Arbitrator shall be final and binding upon the parties to the disputes, provided, however any party aggrieved by such award may make further reference for setting aside or revision of the award to the court of Law at Gulbarga.

CLAUSE 26 – JURISDICTION

The Parties hereby agree that the Courts in Delhi/ Dharamshala alone shall have the jurisdiction to entertain any application or other proceedings in respect of anything arising under this Agreement and any award or awards made by the Arbitrator(s) hereunder shall be filed in the concerned Courts in Delhi/ Gulbarga only.

IN WITNESS WHEREOF, the parties have hereunder signed this AGREEMENT the date first written.

For the Client

For the Consultant

Witnesses:

1.

1.

2

2.

AGREEMENT BETWEEN HIMACHAL PRADESH CENTRAL UNIVERSITY AND M/S. RITES LTD FOR THE PROJECT MANAGEMENT CONSULTANCY (PMC) FOR THE BUILDING PROJECTS OF THE HIMACHAL PRADESH CENTRAL UNIVERSITY at DHARAMSHALA, HIMACHAL PRADESH.

(Architect appointed by University)

THIS AGREEMENT MADE ON THIS ----- between **CENTRAL UNIVERSITY OF HIMACHAL PRADESH**, a Central University, established by an Act of Parliament in 2009, having its office at Sanskriti Sadan (Writers' Home), Dharamshala, represented by its Registrar (hereinafter referred to as the "CLIENT") which expression shall wherever the context so admits or requires include its/ his successors and assigns of ONE PART and M/s. RITES Ltd, (A Govt. of India Enterprise) under the Ministry of Railways having its Registered Office at SCOPE Minar, Laxmi Nagar, Delhi represented by its General Manager (hereinafter referred to as the 'CONSULTANT') which expression shall wherever the context so admits or required include its/his successors and assigns of the OTHER PART.

WHEREAS

- I The Client is interested to take up the establishment of KCU in the area of about ----- Acres at Dharamshala and Dehra. Himachal Pradesh Central University desires to avail the services of M/s.RITES Ltd who will be in a position to undertake Project Management Consultancy for the construction of the Building, Infrastructure, Site Development and allied Services Works for and on behalf of the Client.
- II The Consultant is engaged for providing services which is intended by the Client in the interest of project management of the constructions in all respects including pre-construction activities, construction supervision, quality control, technical auditing and surveillance and commissioning of the new works.
- III **NOW THEREFORE**, in consideration of the mutual assurances and covenant hereinafter contained, it is mutually agreed and declared by and between the parties hereto as follows:-

CLAUSE 1 – DEFINITIONS

- 1.1 'APPROVAL' shall mean and include the written consent, either manuscript, type written or printed statement, under signature or seal, as the case may be, given from time to time by the Client or their authorized representative on documents, drawings or other particulars in relation to this Agreement.
- 1.2 "ARCHITECT" is the firm/person appointed by the Client for Architectural works which will include the preparation of i) Conceptual Plans, Architectural Plans ii) Design Details; iii) Building Plans, Working Drawings; iv) Estimates; v) Bid documents; vi) Technical Specification; vii) Bill of quantities and all connected ancillary works which should conform to civil works standards. The Architect shall

also be responsible for taking approvals of Master Plans/ Building Plans etc. from local/ statutory bodies including taking up completion certificates (if required as per norms of the area). The Consultant shall have superintendence over the work of the Architect. The release of payment to Architect for their services at different stages shall be released after it is certified by the Consultant. Necessary Stipulations shall be inserted in the Agreement to be executed between Client and the Architect.

- 1.3 'COMMENCEMENT DATE OF CONTRACT' with reference to Consultancy Contract shall mean from the date of written orders issued by the Client to the Consultant. **The work is to be taken up in different phases. The phasing and stages of the work along with time allocation shall be fixed by the Client in consultation with the Consultant.**
- 1.4 'COMPLETION PERIOD' with reference to a particular Works Contract shall mean the period from the commencement date of works contract to physical completion of the project by the Works Contractor.
- 1.5 'CONTRACT' shall mean this AGREEMENT including all exhibits hereto and all documents herein specified and amendments which both the parties may hereafter agree in writing to be made to this Agreement.
- 1.6 'CONTRACTOR' shall mean any agency/firm/person appointed by the Client for carrying out construction of different types of works involved in the campus development projects.
- 1.7 'COORDINATING OFFICER' shall mean the officer nominated by the Client/or his representative as the case may be to whom all the matters related to the Project shall be referred to by the Consultant for views, decisions, correspondences, approvals etc as per Scope of Services of the Contract and who shall provide and communicate such views, decisions, correspondences, approvals etc to the Consultant on behalf of the Client.
- 1.8 'DRAWINGS' shall mean and include building and structural drawings, sketches showing plans, sections, design details and elevations related to the Projects together with modification and/ or revisions thereto as desired by the Client .
- 1.9 'ENGINEER / ENGINEER IN CHARGE' shall mean the person nominated from time to time by the Consultant and shall include those who are explicitly authorized by the Consultant to act for and on behalf of the Consultant for the provision of the services related to this Agreement.
- 1.10 'MONTH' shall mean calendar month.
- 1.11 'PHYSICAL COMPLETION' with reference to Works Contract shall mean readiness of the project except in minor works, which does not prevent use/occupation of the project by the Client for the purpose for which the projects have been designed.

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- 1.12 'PMC' shall mean Project Management Consultant or Project Management Consultancy as the context requires or admits.
- 1.13 'PROJECT or WORKS' shall mean the building projects of the Client comprising of Academic buildings, hostels, residential quarters, roads, internal & external electrification, landscaping, sewerage, drainage, other allied services etc.
- 1.14 'SERVICES' shall mean the responsibilities to be discharged by the Consultant for fulfilling the obligations under this Agreement.
- 1.15 'SPECIFICATIONS' shall mean and include schedules, detailed descriptions, statement of technical data, performance characteristics, standards as applicable and specified in the Works Contract and to be read and supplemented with CPWD specifications and as required by the Client..
- 1.16 'STANDARDS' shall mean the goods and equipments, utilized for the Works in the Project and the Works in the Project shall conform to the standards mentioned in CPWD Specifications/Bureau of Indian Standards (BIS) of relevant codes which ensure an equal or higher quality and when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods / Equipments utilized in the Works in India and such Standard shall be verified and approved by the Consultant.
- 1.17 'SUB-CONSULTANT' shall mean any agency engaged by the Consultant for providing any of the services wherever deemed to be necessary for the successful completion of the projects.
- 1.18 'TEST' shall mean such process or processes to be carried out by the Consultant as prescribed in the Works Contract in order to ascertain quality, workmanship, performance and efficiency of equipment or part thereof as a part of Quality Control, surveillance and technical auditing.
- 1.19 'VENDOR' means any agency/firm appointed by the Client/Consultant for supply of Materials / Equipments for the Project.
- 1.20 'WORDS' in the singular include the plural and vice versa.
- 1.21 'WRITING' includes matter either in whole or in part, in manuscript, typewritten, lithographed, cyclostyled, photographed or printed under or over signature or seal as the case may be.

CLAUSE 2 – SCOPE OF WORK

[Type the document title]

The detailed scope of the work to be rendered by the Consultant is as follows:-

- 2.1 (i) Scrutiny of detailed design, drawings and estimate with reference to Delhi Schedule of Rates (DSR)/ Himachal Pradesh Schedule of Rates (HPSR) and tender documents. The Consultant shall have superintendence over the work of the Architect in respect of adequacy and timely completion of their works.
- (ii) Creation of different packages of Works Contract. Appointment of Works Contractors based on Pre-qualification followed by Price Bid or based on Two- bid system as decided in consultation with the Client.
- (iii) Preparation of comparative statement and evaluation of tender and recommendations for awarding of the work by the Consultant to the successful bidder.
- (iv) Construction supervision and execution of the agreed works including Quality Control & surveillance, measurements, certification of bills, technical auditing by deployment of adequate technical and supporting staff at site of works.
- 2.2 The Consultant shall co-ordinate with the Architect appointed by Client till the physical completion of the project.
- 2.3 The Consultant shall conduct all the procedures of mandatory tests as well as random tests, checks as per the CPWD specification/BIS standards, so as to comply with requirement of authorities like CTE/CVC or any other Agency(s) of the Govt. of India as and when required by Auditors of C&AG.
- 2.4 Submit periodic Progress Reports in the format of Consultant as stipulated by the Client.
- 2.5 To ensure establishment of Site laboratory by various works contractors for Quality Control Works. Necessary stipulations to be inserted in the Works Contract.
- 2.6 Coordinating with contractors and rendering technical advice to the Client; Holding periodic Progress Review Meetings and sorting out problems arising, if any, due to any action of the Client and/or by the Consultant.
- 2.7 Keeping a close watch on Deviations during execution by way of Extra items, Substituted items and Deviations in Quantities of Schedule items. Fixation of Rates for items/ quantities covered by Deviation orders as per the contract conditions between Contractor and the Consultant. Client to be kept informed for issue of necessary revised expenditure sanction whenever found necessary if the

[Type the document title]

Cost of the work with its Deviation and Price Escalation (if provided for in the Contract) and the Consultant's fee and Service Tax in terms of this Agreement exceeds the amount for which Expenditure Sanction has been issued by the Client earlier.

- 2.8 Ensuring that the construction is being carried out in accordance with the approved working designs, drawings and specifications in co-ordination with the Architect appointed by Client and as per programme laid down in the Works Contract Agreement.
- 2.9 Shall take measurements jointly with contractor or his authorized representatives and record them in measurement books and obtain contractor signature for acceptance. Test checks of such measurements may be got done by the Client as per the method of measurement wherever necessary.
- 2.10 Granting Extension of Time to the Contractor for completion of Works, with or without Liquidated Damages, subject to keeping the Client advised of the same with full details including the effect on cost escalation, if any.
- 2.11 The Consultant shall assist the Client in :
- i. Inspection of the works by Chief Technical Examiner (CTE) or any other Agency(s) of the Government as and when required and complying with their statutory requirement and effectively arrange for replying to their observations.
 - ii. Settling all audit objections pertaining to the construction works to their satisfaction
 - iii. Furnishing replies to the audit queries raised by the C&AG auditors to their satisfaction at any/all times.
 - iv. Settling the Claims / disputes, if any, made by the Works Contractors. Where there is disagreement between the Consultant and the Works Contractor, such disputes shall be referred for Arbitration by an Arbitrator as provided for in the Works Contract between the Consultant and the Contractor. All amounts payable to the Contractor on his claims decided by the Arbitrator and agreed to by the Contractor will be charged to the Cost of Works. In cases where the Contractor resorts to settling his claims through an Arbitrator, the Client being the Principal Employer will implead himself as a Party in the Arbitration Proceedings and the Consultant shall assist the Client in the Arbitration Proceedings.
 - v. Assisting the Architect/ Client in obtaining the necessary clearance from the Agencies/ Departments/ Local Bodies concerned for the occupation of the Completed works.
- 2.12 Complete construction management of Contract with the Works Contractor till the expiry of maintenance period and releasing of payment of final dues to the Contractor by Consultant by issuing satisfactory completion certificate after obtaining Client's approval.
- 2.13 Collect and deliver to the Client, Guarantee Bonds executed by the Contractor for Specialised items of Works (If applicable as per the provisions of contract between contractor and the Consultant) such as Waterproofing of structures, Termite Proofing of Structures etc which involve maintenance period extending well beyond the normal maintenance period of structures. Collect and deliver to the Client Insurance Policies, if any, of Works still current at the time of handing over of works.

- 2.14 The Consultant shall also perform post construction activities including inspecting the defective works for their rectification during the maintenance period.
- 2.15 The scope of work given above is purely indicative. Any other services required to be rendered in connection with the execution of the Work, shall be provided by the Consultant on ordered by the Client.
- 2.16 The Consultant shall scrutinize and approve the contractor's safety management manual and ensure its implementation in the project.
- 2.17 It will be compulsory for the Consultant to place necessary full time qualified engineers throughout the period of execution of works. Graduate engineer will be considered as qualified engineer.

Consultant is expected to ensure that men of proven ability and adequately qualified are only employed at site and they work diligently. In case, Client finds any Engineers not up to the mark, the Consultant will have to withdraw him/them from site and replace him/them by posting new one/s in his/their position. Client reserves the right to remove such personnel and ask for a substitute of required caliber. In case an Engineer/s resign from their employment, Consultant shall immediately provide a substitute of equivalent caliber. Consultant shall not make any changes in the personnel deployed by them on work site without prior permission.

The Consultant shall furnish the list of Engineers and Supervisors to be deployed on the project with details of their qualifications, experience etc. to the Client.

- 2.18 The Consultant will ensure safety of structure by taking necessary precautions by not allowing excessive construction load on floor and shall avoid such other factors which will endanger the safety of structure during construction.

CLAUSE 3 – OBLIGATIONS OF THE CLIENT

- 3.1 The Client shall ensure the Architect appointed shall provide all the required drawings, details, specifications, contract agreement to be executed between contractor and Consultant and any other documents required for performing the scope of services of Consultant.

[Type the document title]

- 3.2 The Client will furnish layout plan of the existing structures and services, if any, in the area where new Works are proposed.
- 3.3 The Client will nominate Coordinating Officer who shall perform the duties as per clause 1.7.
- 3.4 The Client will hand over vacant possession of land / Site to the Consultant. The Consultant may, if so required, take responsibility for demolition / disposal of existing buildings / structures.
- 3.5 The Client will obtain from Local Bodies approvals for the Works and shifting / relocating existing utilities as necessary. The Client will also obtain the necessary clearance from the Agencies/ Departments/ Local Bodies concerned for the occupation of the Completed Works.
- 3.6 The Client will communicate their decisions whenever referred to, within reasonable time of such request from the Consultant.
- 3.7 The Client shall provide the necessary redeemable Power of Attorney to the Consultant to discharge their obligations under this Contract on behalf of the Client, wherever considered necessary.
- 3.8 The Client shall pay the consultancy charges to the Consultant, in line with the agreed payment schedule. The Client will borne the cost of Notice Inviting Tender (NIT) Cost including advertisements and other ancillary cost for appointment of Works Contractor.
- 3.9 The Client shall not be responsible for any liability arising out of Consultant's contractual obligations with the Consultant's personnel, Sub-Consultants, licensors, collaborators, vendors and subordinates who are engaged by the Consultant and whose remuneration/fees are paid by the Consultant from his/their Consultancy fee.
- 3.10 The Client shall promptly take over the Works/ Project facilities within 15 days from the date of certified physical completion in all aspects. If for any reason, the Client is unable to comply with the above requirements within the period mentioned above, the Consultant shall allow the Client to have a further period of another 15 days for the taking over of the Works.
- 3.11 Client shall provide the cost of furnished office accommodation for setting up of Consultant's office within University campus. The electricity and water consumption charges for the Consultants' Office will be borne directly by the Client.

CLAUSE 4 – CONSULTANT'S FEE

- 4.1 Consultant's fee would be at **7.00% (Seven percent)** of the final Built up cost to be borne by the Client as defined in Clause 5 below. The fee payable will be initially calculated on the basis of the Preliminary Estimate followed by contract value of the Work as per Letter of Award placed on

[Type the document title]

contractor by the Client. Later on it shall be adjusted on the basis of Works Contract Cost. Finally the fee shall be adjusted as per Percentage of "As Built-up Cost".

4.2 In addition to the Fee mentioned in clause 4.1 and 4.2 above, the Consultant will also be entitled to "Service Tax" on the fees at the rates as stipulated by the Government of India from time to time, as on the date of agreement.

4.3 If, after the date of execution of this Agreement, the Central Government or the concerned State Government imposes any fresh Tax or Charges on the Consultancy service, then the same shall be reimbursable to the Consultant by the Client.

4.4 The stages of payment of Consultancy fee and Service Tax thereon will be as under:-

i) Mobilization fee on Signing of this Agreement

(Initially fee would be calculated on the works estimated

to be Rs ----- crores)

10%

ii) Balance on pro-rata basis of value of work done with

respect to works bill and finally adjusted as per clause 4.1 above

80%

iii) The remaining **10%** will be released on completion of Maintenance period of respective Works Contracts as well as submission of connected records to the satisfaction of the Client.

4.6 Once in a month, on the first Working day, the Consultant shall submit the Consultancy bill at the percentage rates as indicated above, based on the value of works done in the previous month towards the "Built up Cost" as defined in Clause 5 below. The Client will deduct Income Tax as due and pay the net Consultancy fee to the Consultant within 7 days from the date of receipt of the bill. The Client will also issue Tax Deduction at Source Certificate to the Consultant within the time stipulated in the Income Tax Act.

CLAUSE 5 - BUILT UP COST

"Built Up Cost" will consist of the expenditure incurred towards the following, all to be borne by the Client.

i) Gross amount paid to the Contractor towards Construction of the Works as per Works Contract agreement.

- ii) Cost of any materials supplied free to the Contractor including Cost of handling, transportation and storage incurred by the Client/Consultant.
- iii) Charges, if any, levied by Local Authorities for approval of plans and services and for issue of “Completion”/“No- objection” Certificate for occupation of the Works on Completion.
- iv) Charges, if any, levied by Local Authorities/Providers of services such as Water Supply, Drainage, Sewerage etc. for Shifting/relocation of Utilities as well as their disconnection/connection.
- v) Cost of Soil tests/ Geotechnical investigations.
- vi) Cost of litigation, if any, with a Third Party or individual organization to remove legal barriers in the execution of works.
- vii) Advertisement Charges for issuing Notice Inviting Tenders.
- viii) Cost of testing of materials/workmanship for items for which the Contractor is not required to pay in terms of the provisions in the Works Contracts.
- ix) Any amount paid/payable to the Contractor towards his claims as considered reasonable by the Consultant.
- x) Any amount paid/payable to the Contractor towards his claims not accepted by the Consultant but decided in favour of the Contractor by an Arbitrator or Court of Law. The amount will include the Cost involved in defending the stand of the Client/Consultant in the Arbitration or Court proceedings.

CLAUSE 6 - PROJECT PLANNING AND MONITORING & REPORTING

CLAUSE 6 - PROJECT PLANNING AND MONITORING & REPORTING

- 6.1 Monthly Progress reports will be sent by the Consultant to the Client by seventh day of every month as per format to be mutually agreed to.
- 6.2 Review meetings to be organized by the Client will be held every month either at site or at the Client’s office as decided by the Client and the Consultant.

CLAUSE 7 - TENDERING PROCEDURE

The Consultant shall complete the Tendering process, including Calling of Tenders, Tender Documentation, Evaluation and award of work by the Consultant and execution of Contract Agreement with the successful tenderers.

CLAUSE 8 - COST TO BE BORNE BY THE CONSULTANT

The Consultant shall bear the Cost of the following items and these are deemed to have been included in the Consultancy fees payable by the Client to the Consultant under Clause 4.

- 8.1 Payments to all personnel engaged by the Consultant including their employees, engineers etc. Tools & Plants, machineries required for the Quality Control surveillance.
- 8.2 All travel, conveyance, living, boarding, lodging, salary and perks of Consultant's personnel engaged in the Project, insurance of all kinds for Consultant's personnel including accident benefits, postage, communication and telephone charges, stationeries, Internet charges, and all other expenses of the Consultant for the purpose of implementation of the project.

CLAUSE 9 - PAYMENT AND ACCOUNTAL PROCEDURE

9.1 The payments to contractors or any other agencies except Architects shall be made by the Consultant. Wherever necessary, the Client will seek the assistance and guidance of the Consultant in this regard.

9.2 The Payment to the Architects appointed by the Client for the work will be made by the Client on certification of RITES Ltd.

9.3 RITES Ltd. will open a separate account for the work and submit to the client the quarterly statement of expenditure along with the future requirement of the fund.

9.4 Client shall release funds to RITES Ltd. in stages as per requirements projected by the Consultant.

CLAUSE 10 - LABOUR LAWS

- 10.1 The Consultant shall undertake to ensure compliance of all labour laws and its enactments which are applicable to their workmen and also obtain through suitable provision in the Works Contracts commitments by the Contractors in respect of their workmen to whom any part of the Works Contracts envisaged under this Agreement is entrusted.
- 10.2 The Consultant shall be responsible for enforcing all statutory obligations and any other laws in the above regard, in force from time to time, regarding employment or conditions of service of Contractors/Architects employees.
- 10.3 The Consultant shall ensure compliance by the Works Contractors of all safety rules as required under various Statutes in India through suitable provisions in the Works Contracts.
- 10.4 The Consultant shall incorporate third party risk clause in all Works Contracts awarded by the Client, so as to ensure that the Client is held harmless and indemnified against any damage or injury to third party on account of any act or omission to act by the employees or representatives of the Contractors engaged for the execution of the work.

CLAUSE 11 – MODIFICATION IN WORKS CONTRACTS

Any modification in the Works Contracts with respect to technical or commercial aspects including time limit for completion and deviation by way of extra items, substituted items and deviations in quantities of Schedule items as well as fixation of rates for Deviation, shall be considered by the Consultants and authorized subject to the following:

- 11.1 The Client shall be kept advised of the Modifications in the works contracts with details of the implications and the justification.
- 11.2 Where the Modification is likely to result in the need for obtaining approval of “Revised Expenditures Sanction” from the Client for an increased amount, the Consultant shall approach the Client promptly with full details and justification before payment.

CLAUSE 12 – TIME SCHEDULE

- 12.1 Time is the essence of contract. The phasing of work and time allocations therefor shall be finalized by the Client in consultation with the Consultant.
- 12.2 The Consultant shall furnish to the Client a detailed time-schedule for getting the works executed, after finalization of the Detailed Estimate based on Detailed Designs and Drawings (prepared by the Architect).
- 12.3 The construction in all respects shall be got completed by the Consultant as per the above time schedule.

CLAUSE 13 – RESPONSIBILITY OF CONSULTANT

- 13.1 The Consultants shall not delegate their work to any other agency without prior approval of the Client.
- 13.2 The Consultants shall discharge their obligations under this Agreement in accordance with the agreed time schedule and with due care, diligence and competence generally as stipulated under Clause 2 of “Scope of Work”.
- 13.3 Consultant shall supervise the work, as already explained in the scope of work.
- 13.4 To meet their obligations under this Agreement, the Consultant shall employ at site their own manpower so that on completion of the project the Client shall have no responsibility for absorbing any of them in its service.

CLAUSE 14 – LIABILITY OF CONSULTANT

- 14.1 The Consultant shall be liable for consequences of errors and omissions arising out of gross negligence on their part or on the part of their employees and shall take necessary action to remedy the defects and deficiencies arising from said negligence. The liability of the Consultant shall be restricted to the period of validity of this Agreement under Clause 20.
- 14.2 The Consultant shall not delegate their work to any other agency without prior approval of the Client.

CLAUSE 15 – FORCE MAJEURE

15.1 Neither the Consultant nor the Client shall be considered as defaulting in the Performance of their obligations under this Agreement, as long as such performance is prevented or delayed, for reasons, beyond the reasonable Control of the party claiming the existences of Force Majeure such as Acts of God, severe earthquake, cyclone (except monsoon), floods, lightning, land slide, fire or explosions, plague or epidemics, strikes, lockouts (lasting more than 14 consecutive calendar days), sabotage, blockade, war, riots, invasion, acts of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military usurped power or confiscation or trade embargoes or destruction or requisition by order of any Government or any Public Authority. The party claiming the existence of Force Majeure shall within ten days or within shortest possible period without delay, as the case may be, notify the other party about the occurrence of the Force Majeure event and provide the other details of arising and ceasing of the impediment. At the end of the impediment, the party claiming the existence of Force Majeure shall provide necessary documental proof of cessation.

15.2 As soon as the cause of Force Majeure has got removed, the party whose ability to perform its obligations has been affected shall notify the other of such cessation and of the actual delay incurred in such affected activity, adducing necessary evidence in support thereof. From the date of occurrence of a case of Force Majeure, obligations of the party affected shall be suspended during the continuance of Force Majeure Conditions and any liability so caused until the cause itself and the inability so caused resulting therefrom have been removed, the agreed time of completion of the respective obligations under this contract shall stand extended by a period equal to the period of delay occasioned by such events.

15.3 Should one or both the parties be prevented from fulfilling the contractual obligations by state of Force Majeure lasting continuously for a period of six months, the parties shall consult each other regarding the future implementation of the Project.

CLAUSE 16 - LIQUIDATED DAMAGES CLAUSE

If any delay in execution of the works is attributable to the acts or omissions and commissions of Consultant, Client shall be entitled to recover liquidated damages at the rate of 0.5% of the total fee per week of delay limited to maximum of 10% of the total actual fees payable.

CLAUSE 17 - PROFESSIONAL MISCONDUCT

If at any time, it is noticed that deliberate attempt has been made by the Consultant to cause over payments to the contractors by over-measurement or over estimation of rates or sub-standard work is accepted and recommended for payment, the amount shall be recovered from the payments due to the Consultant not only from this contract but also from any other contract awarded by this Client and other means available to the Client. The matter will be viewed as a professional misconduct and strict action as per laws will be taken.

CLAUSE 18 - SUB-LETTING OF PROFESSIONAL SERVICES

No sub-letting of professional services shall be permitted by the Client. Under no circumstances the Consultant shall delegate their responsibilities to sub-consultants engaged with the prior approval of client, as envisaged under Clause 1.16.

CLAUSE 19 – AMENDMENTS TO THE AGREEMENT

Any amendments or modifications to this AGREEMENT must be in writing and shall be signed by both the parties.

CLAUSE 20 – TIME LIMIT FOR VALIDITY OF THIS AGREEMENT

Unless extended by mutual consent of both the Client and the Consultant, this Agreement will be valid for a period of 60 days beyond the date of the Maintenance Period after completion of the works.

CLAUSE 21 – TERMINATION OF THE AGREEMENT

- 21.1 The Agreement herein may be terminated at any time by either Party (Client / Consultant) by giving a written notice of two months to the other party. With the termination of the Agreement, the Works Contracts will be operated by the Client. Even after the termination of the Agreement, the Consultant shall be liable and be responsible for due certification of any Bills submitted by the Works Contractors at any time, in respect of the Work executed before the termination of the Agreement.
- 21.2 In case there is any change in the Constitution of the Consultant, the details will be promptly communicated to the Client. In case the Client is of the opinion that this will affect the Performance of the Consultants under this Agreement, the Client shall be entitled to terminate this Agreement after giving due notice and entrust the work to some other Agency.
- 21.3 In case of the Termination under clause 21.1 or 21.2 the Consultant shall not be entitled to fees or compensation except the fee payable to them for the work actually done. The amount of fee so payable shall be decided by mutual discussions between the Client and the Consultant.
- 21.4 In case of the Termination under clause 21.1 or 21.2, the Client may make use of all or any drawings, estimates or other documents prepared by the Consultant, after a reasonable payment for the services of the Consultant for preparation of the same.

CLAUSE 22 – CONFIDENTIALITY

Except with the prior written consent by the Client, the Consultant and their representatives shall not at any time communicate to any person or entity any confidential information disclosed to them for the purpose of the services. The Consultant shall not publicize any information pertaining to Client which is discussed with them during course of execution of work in the interest of project completion.

CLAUSE 23 – INDEMNIFICATION

The consultant shall indemnify the Client for any loss resulting from and as a consequence of errors, omissions arising out of gross negligence on the part of the Consultant or on the part of their employees/representatives/agents and shall take necessary action to remedy the loss, such as removal of defects, deficiencies and such other action as considered necessary by the Client to remedy the loss arising from such negligence.

CLAUSE 24 – THIRD PARTY LIABILITY

The Client shall not be liable for any injury/death, caused to any official, employee, representative or agent of the Consultant or their sub-consultants working at the site or damage to their properties for any reason whatsoever and Client shall not entertain any claim from any person on that behalf. It would be the responsibility of the Consultant to get their officials, employees, representatives, agents or their sub-consultants insured against the possible risks involved in the discharge of their duties at the work site.

CLAUSE 25 – ARBITRATION

Any question, dispute or difference arising under or out of or in connection with this agreement shall be settled through mutual discussions and consultations by the parties to this Agreement. In case no resolution is possible/ reached, the dispute or difference shall be referred to the Vice Chancellor of Himachal Pradesh Central University by either party for appointment of Arbitrators / Sole Arbitrator. The award of the Arbitrators/Sole Arbitrator shall be final and binding upon the parties to the disputes, provided, however any party aggrieved by such award may make further reference for setting aside or revision of the award to the court of Law at Dharamshala.

CLAUSE 26 – JURISDICTION

The Parties hereby agree that the Courts in Delhi/ Dharamshala alone shall have the jurisdiction to entertain any application or other proceedings in respect of anything arising under this Agreement and any award or awards made by the Arbitrator(s) hereunder shall be filed in the concerned Courts in Delhi/ Dharamshala only.

IN WITNESS WHEREOF, the parties have hereunder signed this AGREEMENT the date first written.

For the Client

For the Consultant

Witnesses:

1.

1.

2.

2.



Prof. Sunaina Singh
President

January 7, 2011

Prof. Furqan Qamar
Vice-Chancellor,
Central University of Himachal Pradesh,
Dharamshala, Himachal Pradesh
Dist. Kangra, Himachal Pradesh - 176215

*Please put up
on file 18/1/2011
17/1/2011
D.H.
S.P./*

Sub: Delegation of Vice Chancellors to Canada- March -May-2011

Dear Prof.Qamar,

Shastri Indo- Canadian Institute is a bi-national Institute with an aim to strengthen the bilateral linkages/collaborations through different programs facilitating scholarly research and exchanges between the Indian and Canadian Universities, Cultural Organisations, Government Bodies and United Nations Development Goals. Named after Shri Lal Bahadur Shastri, the mandate of the Institution is to promote bilateral intellectual and cultural linkages.

Shastri Indo-Canadian Institute apart from its regular programs has been involved in new initiatives. Shastri Institute signed the historic Quebec Agreement on Supplemental Tuition Fee Exemption with the Quebec Government in 2010. This year 2011 we intend to keep the Shastri flag flying by leading a delegation of Vice Chancellors to Canada to initiate formulating a policy dialogue on the bilateral linkages and collaborations in higher education with the President of Canadian Universities.

We have requested the Honourable Minister of Human Resource Development, Shri. Kapil Sibal ji to lead this delegation. The objective of the delegation has reference to the recently signed MoU on Higher Education between Government of India and Government of Canada which encourages the continued development of contacts and cooperation between the higher education sectors in the two countries.

The Shastri Indo-Canadian Institute would like this delegation to debate and discuss primarily on:

- Prof. Sunaina Singh - 403 Apurupa- 8-2-277/A/5, Road No 2, Banjara Hills Hyderabad -500 034. Mob +91-9000501357. E-mail: singhsunayana@msn.com. Res +91-40-40101875
- India Office : 5, Bhai Vir Singh Marg, New Delhi-110 001, India Telephone: 2374-2677, 2374-3114, 2374-6417, 2334-6906 Fax: 2374-6416, E-mail: sci@vsnl.com
- Canada Office : 2500 University Drive N.W. Calgary, Alberta, Canada T2N 1N4 Telephone: (403) 220-7467, Fax: (403) 289-0100, E-mail: sci@ucalgary.ca
website: www.sci.org

Shastri Indo-Canadian Institute

- a. sending our Post Doctoral Scholars / Faculty to Canada to train in Research & Teaching
- b. to work on the modalities of inviting Faculty and Post Doctoral Researchers from Canada to teach in Indian Universities on short term basis as guest faculty
- c. to look for synergies in collaborative research in emerging areas such as renewable energy, sustainable development, waste management, as well as in the soft power

Apart from this the broad based aim of this delegation is to look into the possibilities of collaboration through the listed terms of understanding as per the MoU:

1. Exchanges of undergraduate, graduate and vocational students, and post-doctoral fellows;
2. Short-term awards for faculty and graduate student research and curriculum development;
3. Doctoral studies at Canadian and Indian universities;
4. Joint organization of special technical programmes;
5. Specialist training and professional/academic development activities;
6. Setting up of education and/ or training programmes between institutions of educational excellence in technical, vocational and higher education.
7. Twinning arrangements between institutions of higher learning.
8. Exploration of means to facilitate mutual recognition of educational qualifications;
9. Providing mutual assistance in education in the field of educational planning and management, social sciences, information technology, computer science, mathematics, science, nanotechnology and bio-technology;
10. Reciprocal internship programs in areas of mutual interest, such as in mathematical sciences research;
11. Policy dialogue in areas of mutual interest.

This mission it is hoped will lead to future collaborations

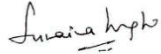
I am happy to invite you to be part of this delegation which shall travel to Canada in April/May 2011 where in local hospitality will be provided for 5 nights stay in executive accommodation in Canada and we assume that international travel would be covered by your institution.

Shastri Indo-Canadian Institute

An early reply confirming your participation will help us in finalizing the program. In case of any query, please feel free to contact me at prof.sunaina@gmail.com, 09000501357 or Ms.Anju Taneja at anjut@vsnl.net , 9899731054.

Thanking you,

Sincerely,



Prof. Sunaina Singh
President
Shastri Indo-Canadian Institute
09000501357
prof.sunaina@gmail.com