

AGENDA FOR THE 29th MEETING OF VSEZ AUTHORITY PROPOSED TO BE HELD ON 27-03-2019 AT 10.30 AM IN THE OFFICE OF THE DEVELOPMENT COMMISSIONER, VSEZ, ADMINISTRATIVE BUILDING, DUVVADA, VISAKHAPATNAM.

AGENDA ITEM No.1: Ratification of the Minutes of the 28th meeting held on 14-12-2018.

The Minutes of VSEZ Authority meeting held on 14-12-2018 have already been forwarded to the members of VSEZ Authority. However, the same are attached herewith for ratification please.

AGENDA ITEM No.2: Appointment of Secretary – Regarding.

Smt. O. Phani, Deputy Development Commissioner has been designated as Secretary to the VSEZ Authority by the competent authority. The same is placed before the members of the Authority for ratification as required under Rule 8(i) of SEZ Authority Rules, 2009.

AGENDA ITEM NO.3: Budget of VSEZ Authority – Regarding.

It is for information of the Members of the Authority that in the State Bank of India, VSEZ Branch (Current Account No.30767201816) the balance is Rs. 23,90,341/- as on date. VSEZ Authority has fixed deposits of worth Rs. 46,50,93,600/- (Details of fixed deposits attached).

AGENDA ITEM No.4: Annual Maintenance Contract for Operation and Maintenance of Electrical Installation and Mechanical Installations in VSEZ for the year 2019-20.

The work of Electrical Maintenance of the Zone for the year 2018-19 has been awarded to M/s. CPWD (E), as decided in the VSEZ Authority meeting held on 22-02-2018. The contract period of the agency will expire on 31-03-2019.

The performance of CPWD, Electrical wing is satisfactory, hence, may be continued for the year – 2019-20.

AGENDA ITEM NO.5: Continuation of Day to Day House-keeping Services to M/s. VUDA, Visakhapatnam for the year 2019-20.

The work of Day to Day House-keeping services was awarded to M/s. VUDA for the year 2018-19 as decided in the VSEZ Authority Meeting held on 22-02-2018. This contract will expire on 31-03-2019.

The performance of M/s. VUDA is satisfactory, hence, may continue the contract with M/s. VUDA for the year 2019-20.

Proposal placed before members of the Authority for discussion & decision.

AGENDA ITEM No.6: Continuation of M/s. VUDA, Visakhapatnam for Horticulture maintenance for the year 2019-20.

The work of maintenance of Landscape and Plantation of the zone for the year 2018-19 was awarded to M/s. VUDA, Visakhapatnam. The period of contract will expire on 31-03-2019.

As their services were found satisfactory, it is proposed to continue them for a further period of one year i.e. for 2019-20.

Proposal placed before the members of the Authority for discussion and decision.

AGENDA ITEM No.7: Proposal for continuation of SARC & Associates as Auditors.

M/s. SARC & Associates (CAG, Grade-I empanelled Auditors) rendering their services as Auditors of VSEZ Authority with Monthly fee of Rs.32,000/-. This contract will expire on 31-03-2019.

The agency files quarterly TDS returns, maintains VSEZ Authority accounts & finalizes Annual Accounts and attends to all Audit queries.

As their services were found satisfactory, it is proposed to continue them for a further period of one year i.e. for 2019-20.

Proposal placed before the members of the Authority for discussion and decision.

AGENDA ITEM No.8: Continuation of services of VSEZ Authority Advocate.

Proposal for continuation of services of Shri T.V.S.K. Kanaka Raju, an eminent Lawyer of Visakhapatnam as legal adviser to defend Civil suits related to estate matter of VSEZ Authority for a further period of one year. He is paid a retainer fee of Rs.3,000/- per month. This contract will expire on 31-03-2019.

As the services of the Advocate are found satisfactory, it is proposed to continue him for a further period of one year i.e. for 2019-20.

Proposal placed before the members of the Authority for discussion and decision.

AGENDA ITEM No.9: Operation and Maintenance of 1) Vehicle Parking 2) Weigh Bridge for the year 2019-20.

Shri G. Srinivas Rao was awarded the work relating to maintenance of 1) Vehicle Parking 2) Weigh Bridge for the year 2018-19 on 28-03-2018. The monthly lease rent for running the 1) Vehicle Parking 2) Weigh Bridge is Rs.81,099/-. The period of contract will expire on 31-03-2019.

The contractor informed that he is not able to meet the monthly rental since the business is very poor. He has given a letter stating that he will withdraw from 30-04-2019.

Hence, if approved, we may call tenders from the eligible agencies.

Proposal placed before the members of the Authority for discussion and decision.

AGENDA ITEM NO.10: Maintenance of Executive Canteen for the year 2019-20.

Shri M. Ramakrishna was awarded the work to operate Executive Canteen on lease basis on 17-10-2018. The monthly lease rent for running the Executive Canteen is Rs.41,000/-. The period of contract will expire on 31-03-2019. The existing contractor conveyed willingness to run the Executive Canteen for a further period of one year on enhancement of the rent by 5%. If approved, the contract may be extended for a further period of one year with enhancement of monthly rent by 5%.

Proposal placed before the members of the Authority for discussion and decision.

AGENDA ITEM No.11 Repairs & Painting to SDF-I, II & IV-Regarding.

Representatives from the units in SDF-I, II & IV Buildings informed that the buildings are very old and needs renovation and painting and requested for undertaking the works. It was decided to approach M/s. APSRTC to take up the renovation work since M/s. VUDA, Visakhapatnam is slow in implementing the major work entrusted to the agency.

AGENDA ITEM No.12 Hiring of Vehicle-Regarding.

The existing staff car used by the Development Commissioner is more than 10 years old and is frequently getting repairs. Since the Development Commissioner who is the Chairperson to VSEZ Authority has to frequently attend various meetings held with the commissioners of Customs/Central Excise officers of Jt. DGFT, it has become necessary to hire a vehicle to Development Commissioner. And this is the only official vehicle available in SEZ, and there are many senior officers, viz. JDC, S.O etc. who need commutation to various SEZ sites. Once a good vehicle is hired for Development Commissioner, then only the existing vehicle can be used as staff car in VSEZ. Which will go long way in improving performance of VSEZ Authority

The proposal is placed before the members for discussion and approval please.

AGENDA ITEM No.13: Any other item with the permission of the chairperson.

A handwritten signature in black ink, appearing to be 'C. M.', is located in the lower right quadrant of the page.