

○ **Minutes of the 29th Meeting of VSEZ Authority held on 27-03-2019 at 10.30 AM in the Office of the Development Commissioner, VSEZ, Administrative Building, Duvvada, Visakhapatnam.**

Members Present:-

1. Development Commissioner, VSEZ, Chairperson
2. Jt. DGFT, Visakhapatnam, Member, VSEZ Authority
3. Jt. Development Commissioner, Member VSEZ Authority
4. Shri R. Vinay Sharma, M/s. Oilfield Warehouse & Services Ltd - Member-ex-officio

AGENDA No.1: Ratification of the Minutes of the 28th meeting held on 14-10-2018.

The Members of the Authority ratified the minutes of the meeting held on 14.12.2018. However, it was observed that the last meeting was held in short notice without seeking the convenience of the members. The regret is recorded.

AGENDA No.2: Appointment of Secretary.

It was observed by one of the members that the appointment of the Secretary was taken up without taking view of the members into consideration prior to change of secretary though it is a welcome step. The suggestion is accepted for future.

AGENDA No.3: Budget of VSEZ Authority.

The available funds and other details of the FDs with VSEZ Authority was informed. Members opined that Fixed Deposits should give good returns and discussed about the sweeping facility but the same seemed inconvenient from accounting point of view. Further, a no. of works are being undertaken, after the completion of the same, limited transfer will be done after the works, hence is not suggested.

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

The proposal was discussed and approved to continue the same Agency for a further period of one year i.e. 2019-20.

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

The proposal was discussed and decided to continue the same Agency, however members pleaded that they may be requested to introduce the mechanized/automated cleaning system at a mutually agreeable costing system.

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

It was decided to continue with M/s VUDA however the Authority may buy a few lawn movers/grass cutting machines for the proper up keep of the lawns in the Zone.

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

The proposal was discussed and approved to continue the same Agency for a further period of one year i.e. 2019-20.

AGENDA No.8: Continuation of Services of VSEZ Authority Advocate.

The proposal was discussed and approved for a further period of one year i.e. 2019-20. However, his services are being taken regularly for Pleading, Drafting and Presentation of the cases in addition to the advisory services, it was agreed by the members to increase the retainer fee from Rs.3,000 to Rs.10,000/- per month, keeping in view the increased work load & expenses on account of preparing affidavits & related fees etc.

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

The proposal was discussed and it was decided to call for fresh tenders for 2019-20 from the eligible contractors. The existing Contractor may continue till the award of new contract at the existing rates/terms and conditions. In case of any exigency the work is proposed to be managed by the security personnel, already deployed.

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

- The Member (Unit Rep) suggested that the Executive Canteen should have a makeover. However, the same had already been identified by the Hon'ble Chairman and the M/s APSRTC was invited to take up the job as M/s VUDA is slow in implementation of works. A survey had already been conducted by APSRTC for giving estimates and the work is expected to commence shortly. Meanwhile, till such time the existing contract may be extended at a 5% enhancement of the rent as he had agreed for the same.

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

The proposal to award the renovation work to M/s APSRTC has been agreed by the members as M/s VUDA has been observed very slow in execution of the major works already awarded to them.

AGENDA No.12: Hiring of Vehicle.

The proposal was approved.

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

Common Effluent Treatment Plant - Member (Unit Rep) suggested that Common Effluent Treatment Plant to be put in to use by upgrading the existing one, which is presently not in use. He further, offered to provide a detailed proposal in this regard. This project if implemented the scarcity of water in the zone could drastically reduce and could be a clean as well as green initiative.

Table Agenda No.1: Vermi compost Unit-Regarding.

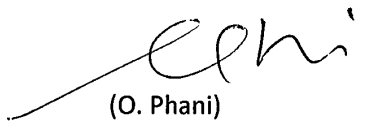
The Hon'ble Chairperson proposed that a Vermi compost unit be set up in side campus for use in Horticulture activities. The same was discussed and it was decided to entrust the work to

M/s. VUDA, Visakhapatnam. The location to set-up the unit will be decided once estimate is received.

Table Agenda No.2 Lease Rents-Regarding.

After deliberating the issue at length it was decided that the lease rents at the existing rates may be continued for the time being. The Member (Unit Rep) suggested that the rental charges should be attractive for new units to come up in the zone and that the city being less popular in comparison with Noida or Kandla. He further suggested that the matter may be taken up with Ministry for reducing the rentals as the existing units are also feeling the pinch due to increase in rent at a rate of 10% every year.

The meeting ended with thanks to the chair and members.


(O. Phani)
Secretary, VSEZ Authority