

SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY

ANDHERI (E), MUMBAI – 400 096.

**AGENDA FOR THE 23rd MEETING OF THE
SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY**

VENUE :- CONFERENCE HALL OF SEEPZ SERVICE CENTRE,

2ND FLOOR, ANDHERI (E), MUMBAI – 400 096.

ON 26th November, 2014 AT 3.30 P.M.

Agenda No.1: Supplying and erecting perforated and ladder tray to SDF and G&J Building in SEEPZ-SEZ premises

The MIDC vide letter No. DE/MIDC/SEEPZ/2014/C26339 dt. 04.08.2014 has submitted estimate in r/o the above work for SDF I to VI and G&J- II Buildings.

The details of the estimate are as follows:-

| | |
|-----------------------------------|------------------------|
| Estimated cost + 5% Contingencies | Rs. 3,49,20,100.00(N) |
| + 12.5% ETP charges | Rs. 43,65,012.00 |
| Total | Rs. 3,92,85,112.00 |
| Say | Rs. 3,92,85,200.00 (G) |

The scope of work are as follows:

- 1) Dismantling of cables, removing unwanted cables, refilling the holes of dismantling cables.
- 2) Providing and erecting hot dip galvanized perforated / ladder tray.
- 3) The cable tray will be properly earthed by providing earth strips.
- 4) Extra support for high tension cables (i.e. by providing iron angle support) is proposed.
- 5) The cables surrounding of compound wall periphery of SEEPZ-SEZ premises also consider in the estimate.
- 6) Providing and applying of flame Bloc GS 500, fire retardant clear coating to all hanging cables.

The estimate amounting to **Rs. 3,92,85,200/-** is submitted for consideration of the Authority.

Agenda No. 2: Annual Maintenance for the high mast, street light and electrical installations in the SEEPZ-SEZ premises and colony premises.(For 2014-15)

The subject A M C work is entrusted to M/s. Interlight for the year 2013-14.

Therefore, the MIDC has provided the estimate based on MIDC and PWD'S DSR for the year 2014-2015, amounting to Rs. 40,09,400/- (N) with 5% contingencies and Rs. 45,10,600/- (G) with 12.05% ETP Charges and the details are as indicated below :-

| | |
|-----------------------------------|----------------------|
| Estimated cost + 5% Contingencies | Rs. 40,09,400.00 (N) |
| + 12.5% ETP charges | Rs 501175.00 |
| Total | Rs. 4510575.00 |
| Say | Rs. 45,10,600.00 (G) |

The existing AMC for high mast streetlight and electrical installations in SEEPZ was up to 27.08.2014. There were number of complaints regarding the work of the contractor. It is proposed that the SEEPZ Authority may directly call tender for the AMC.

Submitted to the Authority for consideration.

Agenda No. 3: Employees clinic facility

Dr. Vivek Khanna with reference to allotment letter No. SEEPZ-SEZ/EMS/EC/211/10-11/12040 dt. 29th September, 2014 has requested for 50% concession on the rent for the period of 2014-15 and has stated that he is providing discounted services to SEEPZ employees and in addition he has to bear the expenses for the taxes, electricity, water, new additional dental equipments etc.

In this connection, it may be mentioned that Dr. Vivek Khanna was allotted 720 sq. ft. of space in BFC w.e.f. 29th October, 2014. The rent applicable to the BFC bldg is @ of Rs. 44/- per sq. ft. p.m. plus service charges @ Rs. 180 sq. mtr. p.a.

As per calculation of 100% charges of the allotted area:

Rs. 44/- per sq. ft. per month = 720 sq. ft. 3,80,160/-

Plus @ of Rs. 180/- sq. mtr. p.a. 720 sq. ft. = 66.89 sq. mtr. 12,040.2/-Rs.
3,92,200.2/- P.A.

As per 50% charges of the allotted area:

Rs. 22/- per sq. ft. per month = 720 sq. ft. 1,90,080/-

Plus @ of Rs. 180/- sq. mtr. p.a. 720 sq. ft. = 66.89 sq. mtr. 12,040.2/
Rs. 2,02,120.2/- P.A.

The request of Dr. Vivek Khanna seeking rent concession as above is submitted for consideration of the Authority.

Agenda No- 4: Requirement of outsourced services of 2 Data Entry Operator in Estate section

As per the approval granted by the Authority in the 22nd meeting held on 23 April, 2014 the Authority approved extension of the data entry operator upto to 31.03.2015 in Estate Section.

At present, there are 5 Data entry operators in the Estate section. As there is voluminous work in the Authority related to Administration, security matters and estate related issues, there is additional requirement of services of 2 Data Entry Operators 1 for legal advisor and another for Disaster Management on the same terms and conditions.

The proposal is submitted for ^{justification} consideration of the Authority.

Agenda No. 5: Outsourcing of Legal Adviser

We have a number of Court cases pending before various Courts. Further, retrieval of idle space will require due legal procedures to be followed. Services of a retired Legal Officer will be necessary in this regard. It is understood that FALTA SEZ has outsourced services of a retired Law Ministry Officer for dealing with legal matters. The Sub-Committee of the Ministry headed by Director (SEZ) has suggested uniform practices in the various Government SEZ Authorities, has also recommended the FALTA SEZ model be adopted by other Zones considering the staff constraints and need for expertise.

We have recently invited applications for empanelment of experienced Advocates for providing legal advices. One of the applicant is Dr. T.C. Kaushik, who has retired as Joint Secretary and Legal Advisor from the Branch Secretariat of Ministry of Law and Justice. It is felt that taking services of a retired Law Officer on full time basis will be necessary. In this regard, Dr. Kaushik was contacted to ascertain whether he would be willing to join on re-employment bases. He further stated that he would be willing to join as a full time Legal Advisor on re-employment basis.

As per the documents submitted by Dr. Kaushik, his last pay drawn and pension details are as follows:-

- 1) Basic pay including Grade Pay at the time of retirement: Rs. 67560+DA
- 2) Pension amount excluding computation : Rs. 33780+DA

As per relevant Rule, the pay of Dr. Kaushik will be fixed on the basis of Chapter 5 Para 9 of Re-employment of Pensioners given as under:-

Basic Pay Rs. 57560/- + GP Rs. 10,000/- +100% D.A : Rs. 1,35,120/-

Less: Pension Rs. 33780/- +100% DA : Rs. 67,560/-

Total Emoluments : Rs. 67,560/-

Considering the urgency, Dr. Kaushik's services have been outsourced w.e.f 26-8-2014.

Submitted to the Authority for ratification.

Agenda No. 6: Penalties for unauthorized dumping of debris/kept of in common area/invalid or expired gate pass/ smoking penalty

➤ It has been observed that inspite of repeated requests to the units to ensure segregated disposal of dry & wet waste for collection by designated Agency, instances have been noticed that number of units still do not provide properly segregated dry & wet waste. Similarly, it has also been observed that some units during renovation indiscriminately dump the debris in the common area outside the building & also stack material in the common area in the building. It is proposed that penalty as mentioned below may be imposed for the following nature of violations the part of units:

- Rs. 1000/- as cost for removal of unauthorized by dumped debris.
- Rs. 1000/- per day for unauthorized use of common area.
- For non segregation of wet and dry waste
Rs. 1000/- for 1st offence
Rs. 1000/- to Rs.5000/- for subsequent offence
- Rs. 500/- for smoking in public.
- Rs. 1000/- per person, for entre into the SEEPZ - SEZ without gate pass or expired gate pass.
- Rs. 5000/- for entry into the Zone with expired vehicle pass.

Submitted for consideration of the Authority.

Agenda Item No. 7: Opening of small cafeteria with snacks in lake premises

To open small kiosk for supply of tea/coffee/ snacks in lake area.

Submitted for consideration of the Authority.

Agenda Item No. 8: Qtrs allotted to Private Person

In the 22nd Authority meeting it was decided that the Rent shall be charged at market rate & the same shall be paid by the contractor. It is now proposed to fix the rent on license fees basis.

The rent calculation are as follows:

| Sr. No. | Type of Qtrs | License fees | Total Amount |
|---------|--------------|--------------------------------------|---|
| 1 | A | Rs. 245/- (15 times of license fees) | Rs. 3675 + Water Charges + Electricity Charges |
| 2 | B | Rs. 310/- (25 times of license fees) | Rs.7750 + Water Charges + Electricity Charges |

Submitted for consideration of the Authority.

Agenda Item No. 9 : Bio-Methanization plant - installation of pipeline and treatment of dry leaves.

The Bio-methanization Plant in SEEPZ SEZ was conceived as a commercial plant on the basis of the assessment of wet waste generation in the Zone of approximately 5 MT per day. This plant has been set up by M/s. Ashoka Bio Green with the technology support of BARC.

Due to inadequate availability of the wet waste to feed the plant, the actual generation of gas has been much less and this issue was discussed with DR. S.P. Kale, Scientist, BARC. It was suggested that the dry leaves, the daily accumulation of which is approximately more (a truck load) can be used after proper treatment, which will enable disposal of waste generated in the Zone. Since the disposal of day to day wet and dry waste is required to be done in line with the concept that this plant can be converted from the present level of commercial plant into a waste treatment plant. Whatever gas generated can be supplied to the canteen by fixing suitable charges.

The proposal for conversion of the plant as waste treatment plant is submitted for consideration of the Authority.

Agenda Item No. 10: Caretaking Allowance to the aforementioned Security Guards.

As per the GOA norms the caretaking allowance permissible are as follows:

**Norms laid down for determining the level of the post vide
Department of Expenditure's O.M. No.7(46)/E.III(A)/98 dated 30th
June, 1999 pursuant to recommendations of the Fifth Central Pay
Commission**

| | Floor Area of building | Scale of Pay (Rs.) | No. of posts |
|----|--|--------------------------------------|--|
| a) | Upto 2000 sq.mts | ----- | No post to be sanctioned. Group 'C' or 'D' staff may be deployed on part-time basis and allowed care-taking allowance of Rs.200. or Rs.100 p.m. as the cases may be. |
| b) | Above 2000 sq.mts and up to 7000 sq.mts. | 3050-75-3950-80-4590 | One post (Asstt-Caretaker) |
| c) | Above 7000 sq.mts and up to 14000 sq.mts. | 4000-100-6000 | One post. (Caretaker) |
| d) | Above 14000 sq.mts. and upto 20000 sq.mts. | 5000-150-8000 or 5500-175-9000 | One post Scale to be decided depending on the complexity of the task. |
| e) | Above 20000 sq.mts | 5000-150-8000 or 5500-175-9000 | One post + additional post in lower grade as per these norms. |

We have given caretaking duty to the following seven security guards:

1. Shri. S.U. Mulani
2. Shri. D.M. Kadam
3. Aparna N. Avhad
4. Shri. R. B. More
5. Shri. Kapil D. Tiwari

6. Shri. Yashwant Pandurang
7. Shri. D.V. Kadam

As per the O.M. number of DOPT No.7(46)/E.III(A)/98 (copy Annexure at 'B') 10% of the aggregate pay plus grade pay is the amount eligible as caretaking allowance. It is proposed we may grant caretaking allowance to the aforementioned security guard.

Submitted for consideration of the Authority.