

(A)

ANNEXURE - A

MINUTES OF 77th MEETING OF BOARD OF DIRECTORS, HARYANA STATE
ROADS AND BRIDGES DEVELOPMENT CORPORATION LIMITED HELD
UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO
GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS)
DEPARTMENT-CUM-CHAIRMAN, HSRDC ON 24.04.2019 AT 11:00 A.M

Present:

- | | |
|---|----------|
| 1. Sh. Sunil Saran, IES,
Secretary Finance,
Government of Haryana, Chandigarh | Director |
| 2. Ms. Geeta Bharti, IAS
Special Secretary to Government
Haryana Public Works (Building & Roads)
Department, Chandigarh. | Director |
| 3. Sh. Rakesh Manocha,
Engineer-in-Chief,
Haryana PWD B&R, Chandigarh | Director |
| 4. Sh. Hardeep Mahotra,
S/o Late Sh. Charan Das
#572-73, Sector-15,
Faridabad-121002 | Director |
| 5. Dr. Paratibha Aggarwal,
Professor, Department of Civil Engineering,
NIT Kurukshetra | Director |

Agenda Item No. 77.01
LEAVE OF ABSENCE

The Board granted leave of absence to Sh. Hardeep Mahotra, S/o Late Sh. Charan Das, resident of #572-73, Sector-15, Faridabad-121002 and Dr. Paratibha Aggarwal, Professor, Department of Civil Engineering, NIT Kurukshetra and Sh. Sunil Saran, IES, Secretary Finance, Government of Haryana, Chandigarh

Agenda Item No. 77.02
TO CONFIRM THE MINUTES OF 76th MEETING OF THE BOARD OF
DIRECTORS

The Minutes of the 76th meeting of the Board of Directors of the Corporation held on 6th March, 2019 are hereby approved and confirmed.

Company Secretary
HSRDC, Panchkula

Agenda Item No. 77.02A

STATUS OF OLD PROJECTS UNDER NCR LOAN SCHEME

Board took note of it and approved the same

Agenda Item No. 77.02B

EPC PROJECTS

Boards took note of it and approved the same

Agenda Item No. 77.02C

NEW NCR PROJECTS

Board took note of it and approved the same

Agenda Item No. 77.02D

PROJECTS UNDER HEAD 5054-R&B (PLAN)

Board took note of it and approved the same

Agenda Item No. 77.02E

EXTENSION OF TERM OF CONTRACT

Board took note of it and approved the same

Agenda Item No. 77.02F

RENEWAL OF CONTRACT SERVICE PERIOD OF SH. SHIV SINGH,
CLERK-CUM-COMPUTER OPERATOR

Board took note of it and approved the same.

Agenda Item No. 77.02G

TO PASS RESOLUTION FOR DESIGNATING COMPANY SECRETARY AND EXECUTIVE DIRECTOR AS AUTHORIZED SIGNATORIES FOR ROC FILING PURPOSES

Board approved the agenda item and passed following resolutions to this effect:

"RESOLVED THAT Company Secretary of the Corporation be and is hereby authorized to sign including digitally signing, on behalf of the company, various documents, forms, e-forms, returns etc. required to be filed under Companies Act, 2013 and rules and regulations made there under, as amended from time to time."

"RESOLVED THAT Executive Director of the Corporation be and is hereby authorized to sign including digitally signing, on behalf of the company, various documents, forms, e-forms, returns etc. required to be filed under Companies Act, 2013 and rules and regulations made there under, as amended from time to time."

The above resolutions were carried unanimously by the Board of Directors.

Agenda Item No. 77.02H

TO APPROVE CONSTITUTION OF CSR COMMITTEE AS PER SECTION 135 OF COMPANIES ACT

Board approved the agenda item and passed following resolution to this effect:

"RESOLVED THAT in pursuance to Section 135 of Companies Act, 2013 and rules made thereunder, the approval of Board of Directors of the company be and is hereby accorded to constitute a Corporate Social Responsibility Committee comprising of following members who shall be responsible to carry out the appropriate actions on the ground as directed by the head of the committee:

1. Sh. Rakesh Manocha (Managing Director)
2. Sh. Arun Kumar Goel (Executive/Whole-time Director)
3. Sh. Hardeep Kumar Mahotra (Independent Director)

"RESOLVED FURTHER THAT Sh. Rakesh Manocha, the Managing Director of the Corporation be and is hereby authorized to act as the Chairman of the Committee."

"RESOLVED FURTHER THAT the quorum of the CSR Committee meeting shall be 1/3rd of its total strength or 2 members, whichever is higher.

"RESOLVED FURTHER THAT a CSR Policy shall be framed as per Schedule VII of the Companies Act, 2013 and which shall be placed before the Board for its kind approval in the next Board Meeting."

The above resolutions were carried unanimously by the board.

Agenda Item No. 77.03

TO DESIGNATE MANAGING DIRECTOR MR. RAKESH MANOCHA AND COMPANY SECRETARY MS. DOLLY GAUR AS KEY MANAGERIAL PERSONNEL OF HSRDC BY PASSING A RESOLUTION TO THIS EFFECT.

Board took note of it and passed the following resolutions to this effect:

"RESOLVED THAT pursuant to Section 203 of Companies Act, 2013, Mr. Rakesh Manocha, the Managing Director of HSRDC be and is hereby designated as Key Managerial Personnel of HSRDC."

"RESOLVED THAT pursuant to Section 203 of Companies Act, 2013, Ms. Dolly Gaur, the Company Secretary of HSRDC be and is hereby designated as Key Managerial Personnel of HSRDC."

Both the above resolutions were carried unanimously by the Board of Directors.

Agenda Item No. 77.04

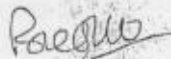
TO APPROVE CREATION OF A POST FOR CHIEF FINANCIAL OFFICER AS REQUIRED UNDER SECTION 203 OF COMPANIES ACT, 2013

Board took note of it and approved the same.

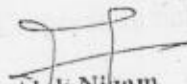
Agenda Item No. 77.05

TO APPROVE NOTICE-CUM-AGENDA OF 18th AGM and 19th ADJOURNED AGM TO BE HELD ON 25.04.2019 AFTER RECEIVING CONSENT OF SHAREHOLDERS FOR HOLDING SUCH MEETING AT A SHORTER NOTICE

Board took note of it and approved the same provided consent of shareholders is taken for holding such AGM at a shorter notice.



Rakesh Manocha
(Managing Director)


Alok Nigam
(Chairman)

Date: 24.04.2019
Place: Chandigarh

(B)

ANNEXURE - B

STATE

HARYANA.

DIVISION

ELECT. DIVN. PWD B&R BR.
AMBALA CANTT.

SUB DIVISION

PANCHKULA

STATION

PANCHKULA

NAME OF WORK

Rough Cost estimate for the work Pdg. Pdg. 1 No.
1.5 Ton & 1 No. 1.8 Ton Air Conditioner in the
office room of Haryana State Road Development
Corporation Sector-2, Panchkula.

HEAD OF ACCOUNT

Deposit Work

AMOUNT

Rs. 1.45 Lakhs

Company Secretary
HSRDC, Panchkula

(53)

ESTIMATE FRAMED BY :-

Sh. Ritesh Nandal
Executive Engineer
Electrical Division PWD B&R Br.
Ambala Cantt.

FOR THE EXPENSE OF:-

Rough Cost estimate for the work Pdg. Pdg. 1 No.
1.5 Ton & 1 No. 1.8 Ton Air Conditioner in the
office room of Haryana State Road Development
Corporation Sector-2, Panchkula.

Reference

MD/HSRDC office letter no. 2454/HSRDC dated
24.05.2019

REPORT

Wide letter no. referred above, the client department has desired 1 No. 1.5 ton & 1 No. 1.8 ton Air Conditioner in office of above said building. Hence this estimate amounting to Rs. 1.45 Lakh has been framed to cover the cost of above said work. All the items taken in the estimate are essential and as per the requirement of site.

DESIGN AND SCOPE OF WORK

Two Nos. Split AC of one no. of 1.5 ton & one no. of 1.8 Ton capacity (Inverter Type) has been proposed in the estimate. All other allied items i.e. electrical cabling, copper piping, drain piping work etc. have also been proposed in the estimate.

RATES

Latest market rate for NS items have been taken in the estimate.

SPECIFICATION AND EXECUTION OF WORK

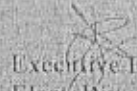
The work will be got carried out as per PWD specification and through Govt. approved agency dealing in this line.

SERVICE CONNECTION

Already exists at site.

FUNDS

Funds will be arranged by Haryana Govt.


Executive Engineer
Elec. Divn. PWD B&R Br.
Ambala Cantt.

Schedule of work

Name of work: Page 1 No. 1.5 Ton & 1 No. 1.8 Ton Air Conditioner in the office room of Haryana State Road Development Corporation Sector-2, Panchkula

Sr. No	Description	QTY	Unit	Rate	Amount
1	Supply of 1.5 Ton Split Air Conditioner (DC Inverter type) 5 Star complete in all respect. Make: Mitsubishi Electric Daikin/Samsung	1	No.	Each	39963.00
2	Supply of 1.8 Ton Split Air Conditioner (DC Inverter type) 5 Star complete in all respect. Make: Mitsubishi Electric Daikin/Samsung	1	No.	Each	45320.00
3	Copper Pipe for split AC 5/8 & 1/4 with sleeve	25	Mtr.	P/Mtr.	740.00
4	Communication wire for split air conditioner	30	Mtr.	P/Mtr.	120.00
5	M/S Stand	2	No.	Each	630.00
6	Hard PVC for Drain Pipe	30	Feet	P/Feet	115.00
	Installation charges of Split AC	2	No.	Each	1700.00
	Total				114593.00
	Add GST 28% extra on item No. 1 to 2 i.e. on Rs. 84383/-	28%			23623.24
	Add GST 18% extra on item No. 3 to 6 i.e. on Rs 50230.4	18%			5437.80
	Total				143658.04
	Add 1% Contingency Charges	1%			1436.58
	G.Total				145094.62

Say Rs. 1,45,146/-

Sub Divisional Engineer
Sub Divisional Engineer
Elect. Sub Divn. PWD B&R Br.
Panchkula

Executive Engineer
Executive Engineer
Elect. Division PWD B&R Br.
Ambala Cantt.

MEMO NO

DATED

PANCHKULA

Subject:-

Requirement of material for the work of Pdp 3 ph Ab Conditioners in Block D, Civil Hospital,
Sec-6, Panchkula

You are requested to supply below noted material to the Sub Divisional Engineer, Electrical Sub Divn,
PWD B&R Br, Panchkula on the rates given against each item. In triplicate duly pre-estimated may please also be
sent to him for making payment. Rates/terms & conditions are given below:

Sr. No.	Description	Qty	Rate	Amount
1	Supply of 118 TR 11/ with AC, DC Inverter, Make Darkin	01 Nos.	Rs 22600/- Each	Rs 22600/- only
2	Supply of MS Sheet for HI Wall AC	05 Nos.	Rs 3150/- Each	Rs 15750/- only
3	Supply of Hard PVC for Drain	30 Mtr	Rs 115/- Per Mtr	Rs 3450/- only
4	Supply of CU Piping for HI Wall AC	30 Mtr	Rs 760/- Per Mtr	Rs 22800/- only
5	Supply of Communication Cable	32 Mtr	Rs 120/- Per Mtr	Rs 4400/- only

Terms & Conditions:-

1. FOB destination.
2. Payment against Delivery.
3. GST Extra as per HSN Code.
4. Warranty as per company policy.

DA/NL

Sub Divisional Engineer,
Electrical Sub Division, PWD B&R Br,
Panchkula

ENST No.

188253

DATED 27/11/18

Copy is forwarded to the following for information please

1.
2.

The Sub Divisional Engineer, Electrical Sub Division, PWD B&R Br, Panchkula
DAC

DA/NL

Sub Divisional Engineer,
Electrical Sub Division, PWD B&R Br,
Panchkula

off-1800074, sector-15, KUMSANTHON, KAR/AHA
2-0-1-16397A, sec-15, E, KAR/AHA

Edited

Question

DATE: 10/26/13
 ESTIMATOR: PCEST/1602/M/3001
 TRUCK: 00000000000000000000
 SERVICE: 00000000000000000000
 PAY TO: 00000000000000000000

10 THE UNIVERSITY ENGINEER
11 PRACTICE, COLLEGE OF ENGINEERING
12 ANNALS
13 Pencil
14 Harvard

Consult 140

Identical 210

Thank you for your continued patronage of Pacific Publishing.

via postal list to submit the request for the requested service as follows:

Payroll Condition: 10% Advance in Favor of Public Employees

[illegible]

Total PUSN	33,793
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Notes: 1. All items are shipped by the manufacturer. Please allow 4-6 weeks for delivery. 2. All items are shipped by the manufacturer. Please allow 4-6 weeks for delivery.

111111
 111111

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Terms & Conditions

† The χ^2 test for independence was significant with large effect sizes of the values of 3.14 (df = 1, $p = .07$), 10.14 (df = 1, $p = .002$), and 10.14 (df = 1, $p = .002$).

3. A large, multi-story building, the main entrance of which is closed to the public and is used as a residence for the president of the company.

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1. *Introduction*

© 2004 Blackwell Publishing Ltd, *Journal of Internal Medicine* 255: 103–110

Dissolved in water 44.9

(57)

①

Company Secretary
HSRDC, Panchkula

58

Estimate framed by Haryana State Roads & Bridges Development Corporation Limited

Name of Work Detailed Estimate for providing and fixing Aluminum Partition in the office of HSRDC Bay No. 13-14, Sector 2, Panchkula.

Reference Administrative approved received vide ACSPW // Chairman (HSRDC) Note dated 08/05/2019 (copy enclosed).

History :- The building of HSRDC, Panchkula has been completed on 16/11/2006. At that time the aluminum partitions was not provided in the branches. Now the aluminum partitions are required in the branches i.e., Drawing Branch, Account Branch and partition of Manager's room for sitting arrangement of CA & CS.

Accordingly detailed estimate has been prepared for amounting to Rs 1,10,350/- for providing and fixing aluminum partition has been framed for technical sanction against the administrative approval vide reference above.

Rates:- The estimate has been based on HSR+CP and accordingly the rates have been provided

Funds:- The funds shall be provided from the HSRDC funds.

Time Limit:- One Month


Manager-II,
HSRDC, Panchkula


Dy. General Manager (II),
for Managing Director,
HSRDC Panchkula



Haryana State Roads and Bridges Development Corporation Ltd.
(A State Government Undertaking)
Bays No. 13-14, Sector-2, Panchkula Ph: 0172-2585264

Subject:- Estimate for providing and fixing Aluminum Partition in the office of HSRDC Bay No. 13-14, Sector 2, Panchkula.

The enclosed estimate for the work cited as subject amounting to Rs 1,10,350/- has been framed by the Manager-II, HSRDC Panchkula. The necessity for framing the estimate has been given in his note dated 22/04/2019 at NP-1. However, this has been checked of Rs 1,10,350/- with the following points:-

- 1) The estimate has been based on HSR+CP, the rates have been checked as per HSR.
- 2) The funds shall be provided from the HSRDC funds
- 3) The quantities taken in the estimate have been checked arithmetically

In view of above, if agree the estimate may submitted to competent authority for technically sanction

hdm

Submitted as above.

30/4/2019
ADM

30/4/2019
HDM

30/4/19

Manager/II

As above.

DSM-2

The estimate for providing and fixing Aluminum Partition in the office of HSRDC has been checked by technical section

Rs. 1,10,350/- for the office of HSRDC has been checked by technical section

Now, please.

Get

Please submit signed estimate

DSM-II

Manager/II

924/HR
7/5/19

F.P.P. →
24/5/19

As per pre-page
For approval pl.
2/6/19
11/05

ED

As above pl. for
approval.
1.5.19

M.H.S.R.D.C.
San Gm
Rg
3.6.19

11/5/19
19

As per notification dated 12.3.2006, Head of Deptt. is competent to sanction non-recurring expenditure to the tune of Rs.1,00,000/- in each case. In this case, the amount is more than Rs.1,00,000/- that is why the Administrative Department is competent to sanction the amount. Copy of notification is placed below at Flag-X.

Submitted for kind approval, please.

Approved. But when was
this file for so long?
Gu
8/5/19
9.5.19

MD (HSRDC)
06.05.2019

ACSPW/Chairman (HSRDC)

ED (HSRDC)

M.D.
Recd my 21/5/19
Rg

Gm
Dm II
M-AL

13/5/19
26
13/05
12/5

924/HR
24/5/19
24/5/19

**HARYANA GOVERNMENT
FINANCE DEPARTMENT
(REGULATION)
NOTIFICATION**

The 12th March 2006

No.2/1(d)-47-4FR: - In exercise of the powers conferred by clause (2) of article 285 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Punjab Financial Rules, Volume I, in their application to the State of Haryana, namely:-

1. These rules may be called the Punjab Financial Volume I (Haryana) 1st Amendment Rules, 2006.
2. In the Punjab Financial Rules, Volume I, for rule 19.8, the following rules shall be substituted, namely:-
"19.6 Contingencies, stores, fees, compensation, remuneration etc. (Rules 8.3 and 15.2): -

Serial number	Nature of power	Authority to which the power is delegated	Extent of powers delegated
1.	To sanction non-recurring expenditure, not otherwise provided for in this rule.	Administrative Departments	Full powers.
		Heads of Departments	Upto Rs. 1,00,000/- in each case.
		Controlling Officers	Upto Rs. 40,000/- in each case.
		Heads of offices	Upto Rs. 10,000/- in each case.
2.	To sanction recurring expenditure not otherwise provided for in this rule.	Administrative Departments	Full Powers.
		Heads of Departments	Upto Rs. 50,000/- in each case.
		Controlling Officers	Upto Rs. 20,000/- in each case.
		Heads of offices	Upto Rs. 5,000/- in each case.
3.	(i) To sanction purchase of Computers including personal computers and accessories	Administrative Departments in consultation with I.T. Department	Upto Rs. 50,000/- for each computer.
	(ii) Hire and maintenance of computers of all kinds.	Administrative Departments in consultation with I.T. Department	Full Powers.
4.	To sanction charges for Electricity, gas, water, telephone, postage stamps and taxes levied by statutory body or any other authority.	Heads of offices	Full Powers.
5.	To sanction purchase and repairs of fixtures and furniture.	Heads of Departments	Full powers.
		Heads of offices	Upto Rs. 1,00,000/- in each case.

2

Detailed ESTIMATE FOR PROVIDING AND FIXING ALUMINIUM PARTITION IN OFFICE OF HSRDC BAY NO 13-14 PANCHKULA

1	17.95	Providing and fixing Aluminum work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z. sections and other sections of approved make conforming to IS:733 and IS:1285 fixed with raw plugs and screws or with fixing clips or with expansion held fasteners including necessary filling up of gaps at junctions, at top, bottom, and sides with required neoprene felt etc. aluminum sections shall be smooth, rust free straight mitered and jointed mechanically wherever required including cleat angle, aluminum snap heading for glazing/panelling C.P brass/stainless steel screws. All complete. Fixed portion (Anodized Aluminum transparent or dyed to required shade according shade according to IS:1868, minimum anodic coating of grade AC 15). (HSR 17.95). Hindalco, Jindal make.									
		partition Drawing branch	1	23.00	5.50		Sft	126.50	✓		
		Accounts branch partition	1	21.00	5.50		Sft	115.50	✓		
		SDE Room Partition	1	14.00	4.00		Sft	56.00	✓		
							Total	298.00			
		Taking @ 1.10 Kg/Sft Area	298.00	@	1.10					327.80 Kg	
2	17.98 (b)	Providing and fixing glazing aluminium door, windows ventilator shutter and partitions etc. with PVC/neoprene gasket etc. complete (cost of aluminium snap heading shall be paid in basis items.) (HSR 17.98 b) with float glass panes of 5.00 mm thickness. MODI, SAINTGOBAIN									
		partition Drawing branch	0.85	23.00	5.50		Sft	107.53	✓		
		Accounts branch partition	0.85	21.00	5.50		Sft	98.18	✓		
		SDE Room Partition	0.85	14.00	1.00		Sft	11.90	✓		
							Total	217.60	✓	20.22 Sqm	
3	17.97 (b)	Providing and fixing 12 mm thick pre-laminated particle board flat pressed three layer or graded wood particle board conforming to IS:12823 grade I type II in panelling fixed in aluminium doors. Windows shutters and partition frames with c.p brass / stainless steel screws etc. complete (HSR 17.97 b) Pre-laminated particle board with decorative lamination on both sides.									
		SDE Room Partition	0.85	14.00	3.00		Sft	35.70	✓		
							Total	35.70	✓	3.32 Sqm	

Abstract for Detailed Estimate for providing and fixing aluminum partition in office of HSRDC Bay No. 13
14, Panchkula

Sr No.	Description of Item	Qty	Unit	Basic Rate	CP (%)	Rate +CP	Amount
1	Providing and fixing aluminum work for doors, windows, ventilators and partitions with extruded built up standard tubular sections / appropriate. Z Sections and other sections of approved make conforming to IS :733 and IS 1285 fixed with raw plugs and screws or with fixing clips or with expansion hold fasteners including necessary filling up of gaps at junctions at top, bottom and sides with required neoprene felt etc. aluminum sections shall be smooth, rof free straight mitered and jointed mechanically wherever required including cleat angle, aluminum snap beading for glazing / paneling CP brass / stainless steel screws. All complete Fixed portion (Anodized Aluminum transparent or dyed to required shade according to IS 1868 minimum anodic coating of grade AC 15. (HSR 17.95) (Hindalco, Jindal make).	327.8	Kg	242.30	15	278.65	91341.00
2	Providing and fixing glazing aluminum door, windows ventilator shutter and partitions etc. with PVC / neoprene gasket etc complete (Cost of aluminum snap beading shall be paid in basis items) (b) with float glass panes of 5.00 mm thickness (HSR 17.98 (b))	20.22	Sqm	700.00	15	805.00	16277.00
3	Providing and fixing 12 mm thick pre-laminated particle board flat pressed three layer or graded wood particle board conforming to IS:12823 grade I -Type II in paneling fixed in aluminum doors Windows shutters and partition frames with CP Brass / Stainless steel screws etc. complete (b) Pre-laminated particle board with decorative lamination on both sides (HSR 17.97(b))	3.32	Sqm	780.30	5	819.32	2720.00
							110338.00

Say Rs 1,10,350/-

ANNEXURE - D

3493
25/6/09

From

The Financial Commissioner and Principal Secretary,
to Government Haryana, Public Works (B&R)
Department, Chandigarh.

To

The Managing Director,
Haryana State Roads & Bridges Development Corporation Ltd,
Bays No. 13-14, Sector-2, Panchkula.

Memo No. 9/607.9 - 3B&R(W) dated 25-06-2009

Sub: Creation of posts in Haryana State Roads and Bridges Development Corporation.

1. Government accord approval for the creation of following posts in the Haryana State Roads and Bridges Development Corporation in the pay scale mentioned against each.
- Approval is accorded for creation of temporary posts for specific periods to regularise the appointment of personnel taken on deputation or engaged on contract basis as per details given in Annexure-A.
 - The following regular posts are hereby approved in addition to the posts already sanctioned as under:-

Sr. No.	Name of the post	No. of posts	Pay structure (Rs.)
<u>Already sanctioned</u>			
1.	Company Secretary-cum-Chartered Accountant	1	15600-39100+7000 Grade Pay
2.	Accounts Officer	1	9300-34800+4200 Grade Pay
3.	Personal Assistant	1	9300-34800+3600 Grade Pay
4.	Assistant Programmer	1	9300-34800+3300 Grade Pay
5.	Assistant Manager/ J.E. (Civil)	4	9300-34800+3600 Grade Pay
6.	Sr. Scale Stenographer	1	9300-34800+3200 Grade Pay
7.	Assistant	1	9300-34800+3200 Grade Pay
8.	Driver	1	5200-20200+2400 Grade Pay
9.	Peon	2	4440-7440+1300 Grade Pay
	Total:	13	
Sr. No.	Name of the post	No. of posts	Pay structure (Rs.)
<u>Additional posts approved</u>			
1.	Managing Director	1	37400-67000+10000 Grade Pay
2.	Dy. General Manager	1	15600-39100+6000 Grade Pay
3.	Manager	1	9300-34800+5400 Grade Pay
4.	Administrative officer	1	9300-34800+5400 Grade Pay
5.	Assistant	3	9300-34800+3200 Grade Pay
6.	Clerk-cum-Computer Operator	3	5200-20200+1900 Grade Pay
7.	Chowkidar	1	4440-7440+1300 Grade Pay
8.	Peon	3	4440-7440+1300 Grade Pay
	Total	14	

Company Secretary
HSRDC, Panchkula

- iii) In case the Corporation has works of Rs. 200 crores or more, the following additional regular posts will be deemed to be sanctioned:-

Sr. No.	Name of the post	No. of posts	Pay structure (Rs.)
1.	Dy. General Manager	1	15600-39100+6000 Grade Pay
2.	Manager	1	9300-34800+5400 Grade Pay
3.	Superintendent	1	9300-34800+4200 Grade Pay
4.	Head Draftsman	1	9300-34800+3600 Grade Pay
	Total	4	

- iv) The Corporation will execute the works through Project Implementation Units (PIUs). The PIUs will be created by the Corporation with the approval of the Administrative Department if the road works at one place are more than Rs. 100 crores and building works are more than Rs. 50 crores. Each PIU will have temporary posts as under:-

Sr. No.	Name of the post	No. of posts	Pay structure (Rs.)
1.	Dy. General Manager	1	15600-39100+6000 Grade Pay
2.	Manager	1	9300-34800+5400 Grade Pay
3.	Assistant Manager	2	9300-34800+3600 Grade Pay
4.	Sr. Accounts Clerk	1	9300-34800+3200 Grade Pay
5.	Clerk-cum-Computer Operator	1	5200-20200+1900 Grade Pay
6.	Peon	1	4440-7440+1300 Grade Pay

- v) The term of each PIU will be from the date of tendering of the project till three months after the initial date of completion. These time schedules should be strictly adhered to and any deviation will be the responsibility of the Managing Director of the Corporation. Any extension thereafter should be got approved from the Standing Committee.
- vi) For the present, six PIUs are approved for the Corporation to handle the works in hand of approximately Rs. 2000 crores. In future, whenever additional PIUs are created as per the norms specified at Sr. No. (iv) above, the Haryana Bureau of Public Enterprises, Finance Department should be invariably informed about the same.
- vii) The prescribed qualifications/experience for the posts approved except the Administrative Officer will be as given in the agenda notes. The prescribed qualifications/experience for the post of Administrative Officer will be Graduate with five years experience as Superintendent.
- viii) The Corporation will not appoint any further staff on permanent basis. The posts will be filled up through deputation from other departments or by engaging personnel on fixed term contract basis on a consolidated remuneration.
- ix) Services such as security, cleaning of premises etc. should be outsourced at the Headquarters as well as in the Field.
- x) The Corporation may outsource services of highly technical or professional nature as per need based requirement.

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- xi) The administrative cost on PIUs should not exceed 0.50% of the cost of the work and the total administrative cost should not exceed 0.75% of the total cost of works.

2. This issues with the concurrence of Finance Department conveyed vide their U.O.No. 20/2/2009/Acct/HBPE(FD) dated 23.6.2009.
DA: Annexure-A

Kull 25/6/09
Deputy Secretary, PWD (B&R)
for Financial Commissioner & Principal Secretary to
Government, Haryana, PW(B&R) Department.

Encl No. 9/65/09/3-B&R(W), Dated Chandigarh, the
A copy is forwarded to the Financial Commissioner & Principal Secretary to
Government, Haryana, Finance Department, with reference to U.O.No.
20/2/2009/Acct/HBPE(FD) dated 23.6.2009 for information.

sd
Deputy Secretary, PWD (B&R)
for Financial Commissioner & Principal Secretary to
Government, Haryana, PW(B&R) Department.

(E)

ANNEXURE - F

11/10/18
Subject: Proceedings of the meeting held on on 2.2.2018 at 11.00 A.M. regarding creation of additional posts in Haryana State Roads & Bridges Development Corporation.

.....

Will the Addl. Chief Secretary to Govt. Haryana, PW(B&R) Department
Kindly refer to the subject noted above?

2. A copy of proceedings of the meeting held on 2.2.2018 at 11.00 A.M. under the Chairmanship of Sh. P.Raghavendra Rao, IAS, the then Additional Chief Secretary, Finance Department is enclosed herewith. Necessary sanction may accordingly be conveyed to the concerned organisation.

Sr. Research Officer,
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

To

The Additional Chief Secretary to Govt. Haryana,
PW(B&R) Department

U.O.No. 24/HSRDC/2013/Acctt./HBPE(FD)
Endst. No. 24/HSRDC/2013/Acctt./HBPE(FD)

Dated, Chandigarh, the 12.6.2018
Dated, Chandigarh, the 12.6.2018

A copy alongwith a copy of proceedings of meeting held on 2.2.2018 at 11.00 A.M. is sent to the following for information:-

1. The Special Secretary to Govt. Haryana,
PW(B&R) Department
2. The Managing Director,
Haryana State Roads & Bridges Development Corporation.

Sr. Research Officer
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

Endst. No. 24/HSRDC/2013/Acctt./HBPE(FD) Dated, Chandigarh, the 12.6.2018

A copy alongwith a copy of proceedings of meeting held on 2.2.2018 at 11.00 A.M. is forwarded to the Private Secretary, Principal Secretary to Govt. Haryana, Finance Department for information of Principal Secretary to Govt. Haryana, Finance Department.

Sr. Research Officer,
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

CC:
PA/Member Secretary, HBPE for information of MS, HBPE.

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Company Secretary
HSRDC, Panchkula

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Proceedings of the meeting held on 2.2.2018 at 11.00 A.M. under the Chairmanship of Sh. P. Raghavendra Rao, IAS, ACS, Finance Department regarding creation of additional posts in Haryana State Roads & Bridges Development Corporation.

.....
List of participants is placed at Annexure "A".

2. The Executive Director, HSRDC informed that limited posts were sanctioned for HSRDC by the Govt. way back in the year 2009. At present all works of ROB's in NCR region of the state which were being executed by PWD (B&R) Department have now been transferred to the HSRDC. The work load of the HSRDC has increased manifold and the Corporation is now facing acute shortage of staff at its Head Quarter.

3. For evaluation of DPRs, dealing of arbitration/court cases, approval of detailed estimates, approval of DNITs/Tenders etc., 18 additional posts as mentioned in the agenda notes are required urgently. There is no post of General Manager (in the rank of Superintending Engineer) at Head Quarter as well as at field level. As per financial/technical requirements, post of General Manager (in the rank of Superintending Engineer) is required between Deputy General Manager (in the rank of Executive Engineer) and Executive Director (in the rank of Chief Engineer) for better check on technical and financial parameters. Presently, HSRDC is pulling up in the field by giving charge to Superintending Engineers of PW(B&R) Department whereas at Head Quarter, the work is being pulled up without any Superintending Engineer.

4. He further brought out that earlier the posts for Project Implementation Units (PIUs) were sanctioned by the Standing Committee on Public Enterprises/Finance Department in its meeting held on 25.05.2009 subject to condition that the administrative cost on Project Implementation Units (PIUs) should not exceed 0.50% of the cost of the work and the total administrative cost should not exceed 0.75% of the total cost of works. Due to implementation of 7th Pay Commission, increase in maintenance cost of the vehicles and increase in maintenance of office buildings etc., the ceiling on administrative cost on the PIUs and total administrative cost should be 2% of the cost of work and 3% of the total cost of the work respectively.

5. After detailed discussion, it was decided as under:-

i) To create following additional posts in HSRDC for its smooth working:-

Sr. No.	Name of post	No. of posts
1	General Manager (in the rank of SE)	2
2	Manager (in the rank of SDE)	1
3	Assistant	3
4	Circle Head Draftsman	1
5	Head Draftsman	7
6	Clerk-cum-Computer Operator	15
	Total	

The qualifications, pay structure and mode of the recruitment of the above said posts proposed in the agenda notes were approved

← 617-

- ii) The Corporation should outsource house keeping and transportation services as per requirement strictly in accordance with Part 1 of the State Outsourcing Policy instead of creation of regular posts of Driver and Chowkidar.
- iii) The administrative cost on Project Implementation Units (PIUs) should not exceed 2% of the cost of the work and the total administrative cost should not exceed 2% of the total cost of works.

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

- 6/8 -

Dy. No. 379/HSRDC
Dated 25/07/18

From

The Additional Chief Secretary to Govt.
Haryana, Public Works (B&R) Department.

To

Managing Director,
HSRDC, Bays No. 13-14, Sec-2,
Panchkula.

Memo No.04/60/2018-4B&R (W)

Dated Chandigarh the 24/07/18

Subject: - Regarding creation of additional posts in Haryana State Roads & Bridges Development Corporation.

Reference your letter No. 3081/Admn./HSRDC/2018, dated 26.06.2018
CP-582

on the subject noted above.

2. Government accord approval for the creation of following additional posts in Haryana State Roads and Bridges Development Corporation:- Case is Submitted P.F. 26/7/18 CS-II NP-106

Sr. No.	Name of post	No. of posts
1	General Manager (in the rank of SE)	2
2	Manager (in the rank of SDE)	1
3	Assistant	3
4	Circle Head Draftsman	1
5	Head Draftsman	7
6	Clerk-cum-Computer Operator	15
	Total	

3. The qualifications, pay structure and mode of the recruitment of the above said posts proposed in the agenda notes of the meeting were approved by Shri P. Raghavendra Rao, IAS, the then ACS (Finance) in the meeting held on 02.02.2018 at 11.00 A.M.

4. The Corporation should outsource house keeping and transportation services as per requirement strictly in accordance with Part 1 of the State Outsourcing Policy instead of creation of regular posts of Driver and Chowkidar.

5. The administrative cost on Project implementation Units (PIUs) should not exceed 2% of the cost of the work and the total administrative cost should not exceed 3% of the total cost of works.

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3. This is issued with the concurrence of Finance Department vide its U.O. No. 24/HSRDC/2013/Acctt./HBPE(FD), dated 12.06.2018.

[Signature]
Special Secretary to Govt. Haryana
Public Works (B&R) & Architecture Department.

Endst. No.04/60/2018-4B&R(W)

Dated, Chandigarh the

A copy is forwarded to the Member Secretary, HBPE, Finance Department w.r.t. its U.O. No. 24/HSRDC/2013/Acctt./HBPE(FD); dated 12.06.2018 for information.

[Signature]
Superintendent, B&R (W),
for Additional Chief Secretary to Govt., Haryana,
Public Works (B&R) Department.

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**Haryana State Roads & Bridges Development
Corporation Ltd.**

(A State Govt. Undertaking)

Bays No. 13-14, Sector-2, Panchkula. Ph: 0172-
2585265



(F)

No.

Dated:

Declaration for Authorised Signatory

We,

1. Sh. Alok Nigam (Chairman)
2. Sh. Rakesh Manocha (Managing Director)
3. Sh. A.K.Goel (Executive Director)
4. Smt. Geeta Bharti (Non-Executive Director)
5. Sh. Sunil Saran (Non-Executive Director)
6. Smt. Partibha Aggarwal (Independent Director)
7. Sh. Hardeep Kumar Mahotra (Independent Director)

hereby, solemnly affirm and declare that Sh. Munish Malhotra (DGM-III) will act as an authorized signatory for our corporation, named Haryana State Roads & Bridges Development Corporation Limited, for which application for registration is being filed/ is registered under the Goods and Service Tax Act, 2016.

All his actions in relation to this business will be binding on me/as.

Signatures of the Directors:

S. No	Full Name	Designation	Signature
1.	Sh. Alok Nigam, IAS Addl. Chief Secretary to Govt. Haryana PW (B&R) Deptt.- cum-Chairman, HSRDC	Chairman	
2.	Sh. Rakesh Manocha, E-in-C, Hr.PWD B&R-cum -Managing Director, HSRDC	Managing Director	
3.	Sh. A.K. Goel, Executive Director, HSRDC Panchkula	Executive Director	

Company Secretary
HSRDC Panchkula

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4.	Ms. Geeta Bharti, IAS Special Secretary to Government Haryana Public Works (Building & Roads) Department Chandigarh.	Non-Executive Director	
5.	Sh. Sunil Saran, IES , Secretary Finance, Government Haryana Chandigarh	Non-Executive Director	
6.	Dr. Paratibha Aggarwal, Professor, Department of Civil Engineering, NIIT Kurukshetra	Independent Director	
7.	Sh. Hardeep Kumar Mahotra S/o Late Sh. Charan Das #573-74, Sector 15, Faridabad-121002	Independent Director	

Acceptance as an authorized signatory

I, Sh. Munish Malhotra (DGM-III) hereby solemnly accord my acceptance to act as authorized signatory for the above referred Corporation and all my acts shall be binding on the business.

Signature of Authorised Signatory

Name : Sh.Munish Malhotra

Designation : DGM-III

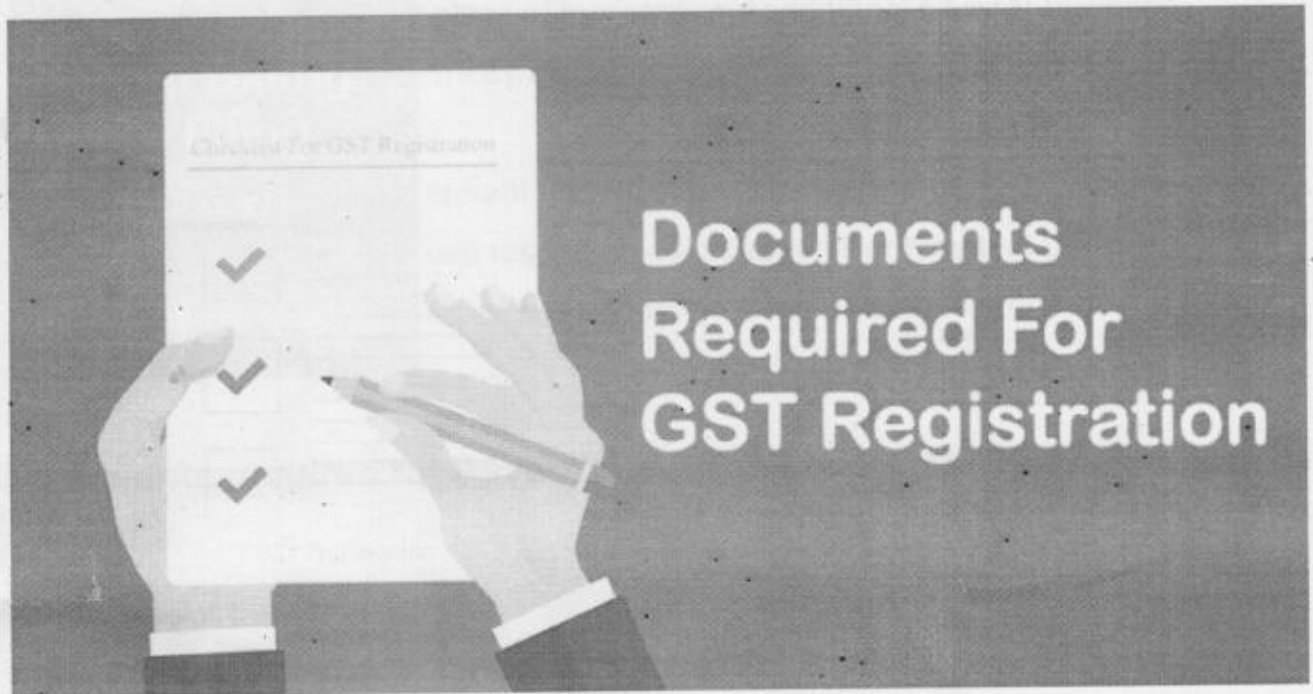
Date :

Place : Panchkula

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List Of Documents Required For GST Registration

Try It Free 



By now you must have studied about Goods and Services Tax(GST) almost everywhere.

It is an indirect tax which has replaced multiple indirect taxes imposed by the Govt. Of India.

Several books are published on this tax because of its complexity and constant changes that occur to make it better.

The struggle between changes made and the curiosity of people to stay updated is real.

The registration process is a long one which involves business-related documents. For registration, you need to submit different types of documents according to the type of company registration.

Find out the list of documents required for Sole Proprietorship or Individual, Partnership or LLP, Private limited or Public limited or One person company, HUF and Society or Trust or Club.



From Billing To Filing

Get Ready For
GST With ProfitBooks

Try It Free Now

Partnership deed/LLP Agreement

Try It Free

1. Aadhar card of all partners.

2. Canceled cheque or bank statement

3. Address proof of Principal place of business and additional place of business :

– Own office – Copy of electricity bill/landline bill/ water bill/ municipal khata copy/

– Rented office – Rent agreement and No objection certificate (NOC) from the owner

4. Board resolution, Registration Certificate of the LLP

5. Proof of appointment of authorized signatory- letter of authorization

Documents required for Private limited / Public limited / One person company

- PAN card of the company
- Registration Certificate of the company
- Memorandum of Association (MOA) / Articles of Association (AOA)
- PAN card, photograph and aadhar card of all Directors
- Bank details- a copy of canceled cheque or bank statement
- Address proof of Principal place of business and additional place of business:-
 - Own office – Copy of electricity bill/landline bill/ water bill/ municipal khata copy/ property tax receipt
 - Rented office – Rent agreement and No objection certificate (NOC) from the owner
- Proof of appointment of authorized signatory- letter of authorization

Documents required for HUF

- PAN card of HUF
- Photograph, Pan Card and aadhar card of Karta
- Address proof of Principal place of business and additional place of business :
 - Own office – Copy of electricity bill/landline bill/ water bill/ municipal khata copy/ property tax receipt
 - Rented office – Rent agreement and No objection certificate (NOC) from the owner.

MINUTES OF 1st MEETING OF MEMBERS OF CORPORATE SOCIAL RESPONSIBILITY COMMITTEE OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD UNDER THE CHAIRMANSHIP OF MD-HSRDC-CUM-ENGINEER -IN-CHIEF, PWD (B&R), HARYANA ON 10.05.2019 AT 12:30 NOON AT OFFICE OF E-I-C, HR. PWD (B&R), FOURTH FLOOR, NIRMAN SADAN, SECTOR-33, CHANDIGARH.

- | | | |
|----|--|---------------------------------|
| 1. | Sh. Rakesh Manocha,
E-in-C, Hr. PWD B&R-cum-
Managing Director, HSRDC | Managing Director (Present) |
| 2. | Sh. A.K. Goel,
Executive Director, HSRDC Pkl. | Executive Director (Present) |
| 3. | Sh. Hardeep Kumar Mahotra
S/o Late Sh. Charan Das
#573, Sector 15,
Faridabad 121002 | Independent Director (On Leave) |

Agenda Item No. 1.01.

TO GRANT LEAVE OF ABSENCE, IF ANY

The Members of CSR Committee granted leave of absence to Sh. Hardeep Kumar Mahotra, S/o Late Sh. Charan Das, resident of #572-73, Sector-15, Faridabad-121002

Agenda Item No. 1.02.

TO CONFIRM THE CONSTITUTION OF CSR COMMITTEE

The Board of Directors approved the formation of a Corporate Social Responsibility Committee in 77th Meeting of the Board of Directors of the Corporation held on 24.04.2019.

The Members of CSR Committee confirmed the constitution of CSR Committee as approved by the Board of Directors.

Agenda Item No. 1.03.

TO CONFIRM THE APPOINTMENT OF CHAIRMAN OF CSR COMMITTEE

The Board of Directors, in their 77th meeting held on 24.04.2019, appointed Mr. Rakesh Manocha, the Managing Director of the Corporation as Chairman of CSR Committee.

Company Secretary
HSRDC, Panchkula

Member of CSR Committee took note of it and confirmed the appointment of Mr. Rakesh Manocha as Chairman of CSR Committee.

Agenda Item No. 1.04.

TO CONSIDER AND RECOMMEND DRAFT CSR POLICY OF THE COMPANY

Member of CSR Committee took note of it and approved the draft CSR Policy.

Agenda Item No. 1.05

TO CONSIDER AND APPROVE CSR EXPENDITURE FOR FY 2019-20 & TO APPROVE THE BUDGET FOR CSR

Member of CSR Committee took note of it and approved CSR Budget for FY 2019-20

Agenda Item No. 1.06

TO OUTSOURCE CSR WORK TO HORTICULTURE WING OF HARYANA PWD (B&R) DEPTT.

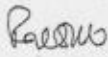
Member of CSR Committee took note of it and approved the agenda item

Agenda Item No. 1.07

ANY OTHER BUSINESS WITH THE PERMISSION OF THE CHAIR

There being no other business to transact, the Meeting ended with a Vote of Thanks to the Chair.

Date: 31-05-2019


Sh. Rakesh Manocha


Sh. A.K. Goel

Place: Chandigarh (Chairman of CSR Committee) (Member of CSR Committee)



Superintending Engineer Horticulture Circle Hr. PWD B&R Br.
Chandigarh at Panchkula email id pwdsehort@gmail.com Phone no. 0172-2585100
To

The Executive Engineer,
Horticulture Division PWD B&R Br.
Gurugram.

Memo no 2430 Dated:- 2-4-19

Subject:- Submission of Estimates for the year 2019-20.

Reference: Your office memo no.120/35391 dated 19.2.2019.

The 3 no. estimates for the works noted below as received vide letter mentioned under reference are hereby sanctioned technically to the tune of Rs., noted against each estimate under head & B subject to financial regularity, following conditions and funds placed at your disposal.

S.No	Name of Estimates	Amount	Head of Account
1.	A/M of plantation in Central Verge of Chandu Badli road 0.00km to 5.70km in Gurugram Distt., (Road ID 3113) for the year 2019-20.	11,84,000/-	3054 R&B ✓
2.	-do-of Gurugramto FarrukhNagar Jhajjar road(SH-15A)Km 5.00 to 10.50Km) in -do-	14,70,000/-	3054 R&B ✓
3.	-do-of Gurgram Pataudi road (from Km 7.24 to 12.00 and Wazirpur crossing to ROB 0.00 km to 0.600 in -do-	8,03,000/-	3054 R&B ✓

CONDITIONS

1. The Executive Engineer should ensure about the genuineness of the provision made in the estimate. He will be personally responsible for this.
2. The expenditure should not be exceeded to the amount of estimate's budget grant for this year placed at your disposal.
3. If any work out of the estimate is already sanctioned by the Govt. under this head or any other heads of account, it should be appeared under one head and there should be licacy of booking of expenditure in any way for any duplicacy Executive Engineer will be personally responsible.
4. The Executive Engineer will be fully responsible for the quantity to be executed. The payment to the agency shall be released by him thereafter as per actual execution/ approved rates.
5. The work should be done as per norms fixed by the competent authority. The work should be taken in hand after calling proper tenders as per instructions& no splitting will be allowed in any circumstances.



Superintending Engineer Horticulture Circle Hr. PWD B&R Br.
Chandigarh at Panchkula email id pwdsehort@gmail.com Phone no. 0172-2585100

To : The Executive Engineer,
Horticulture Division PWD B&R Br.
Gurugram

Memo no 9669

Dated:- 4-6-19

Subject:- 3 no. estimates for Annual Maintenance of Plantation and Land Scaping work of Rohtak District for the year 2019-20

Reference: Your office memo no.186/54067 dated 14.3.2019.

As explained and recommended vide your office letter mentioned under reference, following Annual Maintenance estimates as received for the works noted below, are returned duly sanctioned technically to the amount noted against each under head 2059 M&R and 3054 R&B subject to financial regularity, following conditions and funds placed at your disposal.

Sr. no.	Name of Estimates	Amount	Head of Account
1	A/M to L/S work of P.W.D. Mechanical workshop at Rohtak.	4,94,000/-	2059 M&R.
2	-do—do- Central verge of Old NH 10 road from Hafed Chowk to Delhi Bye Pass RD 0.00 to 4.83 in Rohtak Distt.	4,21,000/-	3054 R&B
3.	-do- Central verge of Old NH 10 road from Delhi Bye Pass to IMT Chowk (RD 63.500 to 69.600) in Rohtak Distt.	7,55,000/-	-do-

CONDITIONS

1. The Executive Engineer should ensure about the genuineness of the provision made in the estimate. He will be personally responsible for this.
2. The expenditure should not be exceeded to the amount of estimate/ budget grant for this year placed at your disposal.
3. If any work out of the estimate is already sanctioned by the Govt. under this head or any other heads of account, it should be appeared under one head and there should be licacy of booking of expenditure in any way for any duplicacy Executive Engineer will be personally responsible.
4. The Executive Engineer will be fully responsible for the quantity to be executed. The payment to the agency shall be released by him thereafter as per actual execution/ approved rates.
5. The work should be done as per norms fixed by the competent authority. The work should be taken in hand after calling proper tenders as per instructions & no splitting will be allowed in any circumstances.

CORPORATE SOCIAL RESPONSIBILITY POLICY

**-HARYANA STATE ROADS & BRIDGES DEVELOPMENT
CORPORATION LIMITED**

Company Secretary
HSRDC, Panchkula

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1. Introduction:

Corporate Social Responsibility (herein after referred to as CSR) is strongly connected with the principles of Sustainability (i.e., an organization should make decisions based not only on financial factors and business outcomes, but also on the social and environmental consequences). Haryana State Roads & Bridges Development Corporation Limited (herein after referred to as the Company) wishes to contribute to harmonious and sustainable development of society and the Earth through its business activities. This Policy sets forth the Company's goals in complying with all the CSR-related provisions of the Companies Act, 2013.

2. Objectives of the Policy:

- 2.1 To behave ethically and contribute to sustainable development
- 2.2 To contribute to Society through the Company's Business
- 2.3 To comply with the provisions of Companies Act, 2013 and rules made thereunder
- 2.4 To act with utmost respect for human rights and pursue a high sense of corporate ethics
- 2.5 To promote social contribution activities as a good corporate citizen in order to make a better society
- 2.6 To build a bond and sense of harmony with the environment
- 2.7 To play an effective role in addressing issues such as access to education, health care and livelihood opportunities

3. Scope and Applicability:

This Policy is formulated based on the provisions of Companies Act, 2013, Companies (Corporate Social Responsibility Policy) Rules, 2014 and notification made thereunder.

The Policy must be followed by such Directors who are appointed from the Board of the Company from time to time. The members of Corporate Social Responsibility Committee may modify this Policy if required with the approval of Board of Directors of the Company. The Board shall abide by this Policy.

4. Activities to be undertaken:

The Company is committed towards environmental and social safety and protection. In compliance of the Schedule VII of the Companies Act, 2013 and the Company's Policy any of the below mentioned activities shall be carried out by the Company to contribute towards CSR:

- 4.1Eradicating hunger poverty and malnutrition, promoting preventing health care and sanitation and making available safe drinking water.
- 4.2Promoting social business projects like giving medical and legal aid, treatment to road accident victims and provisions for aid and appliances to disabled persons.
- 4.3Promoting education, including special education and employment enhancing vocational skills especially among children, women, elderly and disabled persons and livelihood enhancement projects.
- 4.4Promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centers and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically disadvantaged groups.
- 4.5Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare and agro forestry, conservation of natural resources and maintaining quality spill, air and water.
- 4.6Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works for art; setting up public libraries, promotion and development of traditional arts and handicrafts.
- 4.7Measure for benefit of armed forces veterans, war widows and their dependents.
- 4.8Training to promote rural sports, nationally recognized sports, Paralympic sports and Olympic sports.

- 4.9 Contribution to Prime Minister national Relief Fund or any other fund setup by the central government for socio-economic development and relief and welfare of the scheduled tribes, other disadvantaged classes, minorities and women.
- 4.10 Contributions or funds provided to technology incubators located within academic institution which are approved by the central government.
- 4.11 Rural development projects.

5. CSR Committee:

The Company's Corporate Social Responsibility Committee shall be constituted in accordance with the terms of reference, powers and functions covered under this Policy for the purpose of establishing a formal, purposive and transparent Committee for initiating, overseeing, recommending and reviewing the Company's CSR activities and projects undertaken by it from time to time.

The Committee shall ensure that the Policy & Practices in the Company reflect the highest standards of corporate governance and facilitate necessary compliances and appropriate disclosures periodically.

6. Composition of the Committee:

6.1 The Committee shall be constituted with three Directors, provided if the number of Directors in the Company falls to two, such two Directors shall be the members of the Committee

6.2 The Chairman of the Committee can be any member of the Committee

6.3 The members of the Committee shall be elected by the Board of the Company

6.4 Tenure of the membership in the Committee shall be based on tenure of the Directorship in the Company

6.5 The Committee is being formulated with following Directors:

Sl. No	Name	Designation
1.	Sh. Rakesh Manocha	Managing Director
2.	Sh. Arun Kumar Goel	Executive Director
3.	Sh. Hardeep Kumar Manotra	Independent Director

6.6 The Directors of the Committee may be changed by the Board of Directors as and when required

7. Committee Meetings:

1.1 Frequency of the Meeting:

The CSR Committee shall meet in person **at least two** times in a financial year and one meeting shall be held to recommend CSR activities and to allocate the funds for CSR programs/projects and one meeting shall be held to review the activities of CSR and any other meetings at such appropriate times as is deemed necessary by the Committee.

1.2 Quorum and Place of the Meeting:

1.2.1 The quorum necessary for the meeting shall be a minimum of two Directors present in person.

1.2.2 The Meeting can be held at any place as the Directors decide.

1.2.3 Any person other than Directors of the Committee may attend the Meeting.

1.3 Notice of the Meeting:

1.3.1 Meeting shall be called by any Director or at the request of the Board of Directors of the Company.

1.3.2 Unless otherwise agreed, notice of each meeting confirming the venue, time and date together with an agenda of Items to be discussed, shall be forwarded to each Director of the Committee, any other person required to

attend and all other non-executive directors, not later than **seven days** before the date of the meeting.

1.4 Minutes of the Meeting:

- 1.4.1 Any authorized person shall minute the proceedings and decisions of all the meetings of the Committee including recording the names of those who are present and in attendance.
- 1.4.2 Draft minutes of Committee meetings shall be circulated promptly to all Directors of the Committee and should be signed by the Chairman of that meeting not later than 30 days after the meeting.
- 1.4.3 Once approved, minutes should be circulated to all other members of the Company's Board of Directors and shall be taken on record in the immediately subsequent meeting of the Company's Board of Directors.

8. Functions and Powers of the Committee:

- 8.1 Formulate and recommend to the Board, a CSR Policy which shall indicate the activities to be undertaken by the Company as specified in areas of CSR chosen by the Board from time to time.
- 8.2 The Committee shall recommend the projects/activities to be taken up during the financial year to the Company's Board of Directors.
- 8.3 To receive reports and review activities initiated or/and implemented by the Company from associated agencies and companies managing CSR operations of the Company across all areas.
- 8.4 Recommending the amount of expenditure to be incurred on the activities to the Board to ensure that the financial statements relating to CSR is correct, sufficient and credible.
- 8.5 Approval of payment to any independent professionals or consultants for any other services rendered for the purpose of monitoring and effectively implementing the CSR projects/programmes of the Company.

- 8.6 To prepare the Annual Company/Group Corporate CSR Report to be included in the Annual Report including website communications of the Company and ensure that it is a fair reflection of the Company's CSR approach, policies, systems and performance, is coherent and published in a timely manner.
- 8.7 To review the internal CSR program of the Company, ensure co-ordination between internal and external activities and ensure that the internal CSR function is adequately resourced and has appropriate standing within the Company.
- 8.8 Monitor and Review the CSR projects from time to time as may be required.
- 8.9 The Committee shall institute a transparent monitoring mechanism for implementation of the CSR projects or programs or activities undertaken by the Company.
- 8.10 To consider other matters as may be specified by the Board.

9. Execution of CSR Projects:

9.1 Outsourcing to External Trust or NGO:

- 9.1.1 The Company may make arrangements with Registered Trust or registered society or a company established under Section 8 of the Companies Act, 2013 or any Non-Governmental Organization organized for the principal purpose of carrying out CSR activities and, if so, the Company shall conduct the agreed upon CSR activity(ies) with such external organization.
- 9.1.2 The Company shall specify the CSR activity(ies) to be undertaken by such external organizations.
- 9.1.3 The modalities of utilization of funds on such projects and programs should be specified by the Company and be monitored.

9.2 Collaboration with other Body Corporate:

The Company may have collaboration with other companies for undertaking CSR projects or programs in such a manner that the CSR Committees of the both companies are in a position to report separately on such activities or programs in accordance with their respective CSR Policies.

9.3 Management to conduct the CSR projects/ programs:

The Company shall decide on the projects or programs carried out under this Policy with consultation with the CSR Committee. Such projects/programs shall be conducted by the Company individually.

10. Allocation for CSR:

- 10.1 The Company shall contribute for CSR activities in every financial year (after the adoption of this Policy) at least two percent (2%) of its average net profit earned during three immediately preceding financial years.
- 10.2 Based on the profits earned the Board of Directors may allocate for CSR activities more than two percent of the net profit earned during three immediately preceding financial year but shall not exceed 5 percent (5%).
- 10.3 In case, if the Company does not fall under Section 135 of the Companies Act, 2013 in any financial year, the Company may not allocate funds for CSR purpose in such financial year.

11. CSR Expenditure:

- 11.1 The amount allocated for the purpose of CSR projects/programs decided by the Board, shall be spent only for the purposes/activities mentioned under this Policy.
- 11.2 If the Company arrives at any surplus from the activities conducted under this Policy, such amount shall not be considered as business profit.
- 11.3 Such surplus should be utilized for the purpose of other CSR activities under this Policy only.
- 11.4 Expenses incurred by the Company's Parent or subsidiaries for CSR activities in India as routed through the Company shall be considered as CSR spend of the Company.

12. Computation of Net Profit:

The net profit for the purpose of CSR spending shall be computed according to Section 198 of the Companies Act, 2013. The following shall be taken into consideration for calculation of net profit for this purpose:

12.1 In making the computation of net profit, the following sums shall be deducted:

- (a) All the usual working charges;
- (b) Directors' Remuneration;
- (c) Bonus or commission paid or payable to any member of the company's staff, or to any engineer, technician or person employed or engaged by the Company, whether on a whole-time or on a part-time basis;
- (d) Any tax notified by the Central Government as being in the nature of a tax on excess or abnormal profits;
- (e) Any tax on business profits imposed for special reasons or in special circumstances and notified by the Central Government in this behalf;
- (f) Interest on debentures issued by the Company;
- (g) Interest on mortgages executed by the company and on loans and advances secured by a charge on its fixed or floating assets;
- (h) Interest on unsecured loans and advances;
- (i) Expenses on repairs, whether to immovable or to movable property, provided the repairs are not of a capital nature;
- (j) Outgoings inclusive of contributions made to any charitable funds etc.
- (k) Depreciation to certain extent;
- (l) The excess of expenditure over income, which had arisen in computing the net profits in accordance with this section in any year;
- (m) Any compensation or damages to be paid in virtue of any legal liability including a liability arising from a breach of contract;
- (n) Any sum paid by way of insurance against the risk of meeting any liability
- (o) Debts considered bad and written off or adjusted during the year of account.

- 12.2 In making the computation aforesaid, the following sums shall not be deducted:
- (a) Income-tax and super-tax payable by the Company under the Income-tax Act, 1961, or any other tax on the income of the Company;
 - (b) Any compensation, damages or payments made voluntarily, that is to say, otherwise than in virtue of a liability;
 - (c) Loss of a capital nature including loss on sale of the undertaking or any of the undertakings of the Company or of any part thereof not including any excess of the written-down value of any asset which is sold, discarded, demolished or destroyed over its sale proceeds or its scrap value;
 - (d) Any change in carrying amount of an asset or of a liability recognized in equity reserves including surplus in profit and loss account on measurement of the asset or the liability at fair value.

13. Implementation Process:

- 13.1 The projects to be undertaken by the Company under this Policy shall be identified in particular manner in consultation with the CSR Committee members.
- 13.2 The projects should be within the purview of the activities mentioned in this Policy.
- 13.3 The Board of Directors shall oversee each CSR project for effective implementation in consultation with the CSR Committee.
- 13.4 Time frame should be given for each projects/ programs undertaken.
- 13.5 The focus area of CSR activities by the Company shall include but not be limited to education and gender equality/women's empowerment.

14. Organizational mechanism and responsibilities:

- 14.1 The Board of Directors shall periodically review the performance of the CSR Committee, at least annually review its constitution and terms of reference to

ensure it is operating efficiently and recommend any changes it considers necessary.

- 14.2 Evaluate the performance of the CSR Committee and the individual members of the Committee.
- 14.3 Shall monitor the implementation of every project taken up by the Company including evaluation of the projects by an outside agency.
- 14.4 Give due consideration to laws and regulations, the provisions of the Companies Act, 2013, and any other applicable laws, as appropriate.

15. Management Commitment:

The Board of Directors, Directors of the CSR Committee, and directors of the HSRDC are committed to developing impactful CSR programs/projects to contribute to a harmonious and sustainable development of society and the Earth, and to encourage Company employees and their families to participate in such programs/projects to transform their local communities.

16. CSR Reporting:

- 16.1 The Company must prepare an annual report containing all the particulars of activities conducted during every financial year.
- 16.2 The annual report shall be in the format given in Annexure I to the Policy.
- 16.3 The Board of Directors must in its Report to the Shareholders disclose by way of a detailed report the composition of the CSR Committee, a description of the programs/projects initiated and implemented, ongoing status and impact of the CSR activities proposed and undertaken by the Company along with the accounts and accounting treatment thereof.

17. Information Dissemination:

The Board of Directors of the Company shall disclose the content of this Policy in its annual Report and the same shall be made available on the Company's website.

Annexure I:

FORMAT FOR THE ANNUAL REPORT ON CSR ACTIVITIES

1. Brief outline of the Company's CSR Policy
2. Overview of the projects undertaken or proposed to be undertaken.
3. Composition of CSR Committee
4. Average Net Profit of the Company for last three years
5. Amount allocated for the purpose of CSR
6. CSR expenditure made during the year
7. Details of CSR spent during the financial year
 - Total amount spent during the financial year
 - Amount unspent, if any
8. Manner in which the amount was spent during the financial year is detailed below:

Sl. No	CSR Projects/ activities Identified	Section in which The projects Is covered	Projects or Programs Local area or other Specify the state and district where projects or programs was undertaken	Amount outlay per projects	Amount spent on the projects	Cumulative expenditure	Amount spent directly Or through implementing agencies
					Direct expenditure on projects or programs		
					Overheads		

Total							

9. Details of implementing agency

10. In case the company has failed to spend the two per cent, of the average net profit of the last three financial years or any part thereof, the company shall provide the reasons for not spending the amount in its Board report

11. A responsibility statement of the CSR Committee that the implementation and monitoring of CSR Policy, is in compliance with CSR objectives and Policy of the company.

Annexure II:

YEARLY PLAN OF ACTION:

This annexure contains the plan of action for the Company for the financial year April 1, 2019 to March 31, 2020. This annexure shall be revised by the CSR Committee members for every financial year.

1. First Meeting of the Committee: The CSR Committee must meet in the financial year to adopt this policy and to recommend the activities to be undertaken during the year. In the first year of the contribution of CSR, the Company shall focus on the following activities –
 - 'Plantation of trees in order to be covered under 'Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare and agro forestry, conservation of natural resources and maintaining quality soil, air and water.' Clause of Schedule VII of the Companies Act, 2013.
2. Approval by Board of Directors: The board should meet and approve the activities recommended by the Committee and shall allocate the funds for CSR activities.
3. Review of CSR activities: The Committee shall review the activities undertaken at least once in every three months.
4. The Committee shall prepare a brief report of the progress of the activities undertaken and place the same before the Board.
5. The Committee shall meet in the first quarter of the next financial year to take a complete over view of the activities conducted during the year.
6. An annual report as per Annexure I shall be prepared by the Committee and the same shall be made as a part of annual report of the Company.

J(i)

ANNEXURE - I

P. K. Bhasin & Associates
Chartered Accountants
S.C.O. 356, Sector 32 - D,
Chandigarh - 160 031
Ph: 0172-2604579, 2614779 & 9417089140

Ref. No.: PKB/2018-19/H-25/298

Dated: 11.03.2019

The Managing Director,
Haryana State Road & Bridges Development Corporation Ltd.,
Bays no. 13-14,
Sector 2,
Panchkula

Subject: - Extension of our tenure as internal auditors from 01.04.2019.
Reference: - Your letter nos. 1585/AC dated 09.04.2015 & 987/AC dated 03.05.2018.

Sir,

This has reference to your letter dated 09.04.2015 wherein our term was extended for a period of three years from 01.04.2015 to 31.03.2018 and letter dated 03.05.2018 wherein our term was further extended for a period of one year from 01.04.2018 to 31.03.2019.

In this connection, I wish to state that our term is expiring on 31.03.2019 and request your honour to extend our tenure on the same professional fee i.e. Rs. 60,000/- per quarter (1) GST in lieu of service tax, reimbursement of TA/DA expenses as per rules of Govt. of Haryana and also on the same terms and conditions/ scope of work.

Thanking you,

Yours faithfully,

for P. K. Bhasin & Associates
Chartered Accountants

(CA P. K. Bhasin)

Company Secretary
HSRDC, Panchkula

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ANNEXURE - I

Scope of work of quarterly internal audit of Head office at Panchkula and also of Field offices namely CMJR Unit, Panchkula, Gurgaon-I, Gurgaon-II, Hisar, Jhajjar, Jind, Palwal, Panipat, Rewari, Sonapat, UDNR, Panchkula & Yamuna Nagar.

Contents of the report

The report should be in two parts:-

- Part I - Details of outstanding irregularities/paras of previous quarterly report
- Part II -
- Major observations/irregularities
 - Other observations/irregularities
 - Report on physical verification of cash
 - General observations/irregularities.

Scope of work	
i)	100% checking of manual cash book i.e. checking w.r.t. opening balance on every day, entries made on the receipts side of the cash book, entries made on the payments side of the cash book and checking of closing balance on every day.
ii)	Checking of computerized cash book maintained on Tally software.
iii)	Comparison of manual cash book with computerized cash book and report on differences noticed, if any, between the two books.
iv)	To report whether the bank accounts shown in the cash book have been segregated or not.
v)	Checking of cash vouchers i.e. whether correct head of account has been debited/credited, whether correct amount has been entered in the voucher, its linking with the supporting bills/cash memos/documents and also whether the voucher has been passed by the competent authority as per the delegation of powers approved by the office.
vi)	Checking of journal vouchers as well as bank vouchers and to report on aspects mentioned in point no. (v) above.
vii)	Checking of general ledger with specific reference to correct debit/credit amount in the respective head of account.
viii)	Reporting on timely up-dation of various books of accounts mentioned above namely manual cash book, computerized cash book, journal, bank book and general ledger.
ix)	Thorough checking of bank reconciliation statements with specific reporting of cheques pending encashment for more than 3 months, cheques pending realization for more than 1 month, bank charges debited by bank but not posted by office in the books of account and differences noticed in deposits/withdrawals in the bank statements as compared to the books of account.
x)	To report on non-making of recoveries in old debtor accounts alongwith specific comments on action taken by the office to effect recoveries in these accounts.

xi)	To report on stagnant staff advances along with specific comments.		
xii)	To report on non adjustment of imprest advance sanctioned/given to staff member.		
xiii)	Checking of trail balance generated out of Tally software		
xiv)	To report on accounts with credit balance but being shown under the head "Sundry Debtors"		
xv)	To report on accounts with debit balance but being shown under the head "Sundry Creditors"		
xvi)	To report on maintenance and updation of fixed assets register.		
xvii)	To give comments on suspense account, if being shown in the Trail balance.		
xviii)	To report on late deposit of tax deducted at source (on a monthly basis)		
xix)	To report on late deposit of TDS returns		
xx)	To report on current status of the project (applicable to field units) is to following format		
	Sr. No.	Name of the Project	Administrative sanction No. (AES) and sanctioned amount (Rs.)
			Amount incurred till end of the quarter (Rs.)
xxi)	To report on cash payments made, if any and the circumstances under which they have been made.		
xxii)	To report on validity of bank guarantees obtained by the office and verification of the same, from the concerned bank, preferably by registered post.		
xxiii)	To provide expert opinion/advice on financial matters, whenever sought.		
xxiv)	Checking of compliance reports submitted by various offices and giving comments on the same.		
Additional points (applicable only for Head office)			
xxv)	Comments on deposit of advance tax on/before the stipulated date(s) to avoid payments of interest on the same.		
xxvi)	Test check of interest application on FDR's made/renewed with various banks.		
xxvii)	Checking of maintenance and updation of fixed Asset register.		
xxviii)	Compliances of GST in branches.		
xxix)	Audited Trail Balance to be submitted with the Head office on quarterly and yearly basis on the below mentioned dates.		
	Particulars	Date	Quarterly/Yearly
	June Quarter	July 15	Quarterly
	September Quarter	October 15	Quarterly
	December Quarter	January 15	Quarterly
	March Quarter	April 15	Quarterly
	For the Financial year	May 31	Quarterly
xxx)	Unreconciled balances of Trail Balances to be provided.		
xxxi)	Reconciliation of Fixed Deposit along with interest and interest accrued to be provided.		

(K)

Amal K

From

The Member Secretary,
Haryana Bureau of Public Enterprises.
Finance Department.

To

1. The Managing Director,
Haryana Police Housing Corporation Ltd. (HPHC)
2. The Managing Director,
Haryana Women Development Corporation Ltd. (HWDC)
3. The Managing Director,
Haryana Power Generation Corporation Ltd. (HPGCL).
4. The Managing Director,
Uttar Haryana Bijli Vitran Nigam Ltd. (UHBVN).
5. The Managing Director,
Dakshin Haryana Bijli Vitran Nigam Ltd. (DHBVN).
6. The Managing Director,
Haryana Vidyut Prasaran Nigam Limited (HVPNL).
7. The Managing Director,
Haryana State Electronics Dev. Corporation Ltd. (HARTRON)
8. The Managing Director,
Haryana State Industrial and Infrastructure Development Corporation Ltd.
9. The Managing Director,
Haryana Roadways Engineering Corporation Ltd. (HREC).
10. The Managing Director,
Haryana State Warehousing Corporation (HWC).
11. The Managing Director,
Haryana Mass Rapid Transport Corporation Ltd. (HMRTC).
12. The Managing Director,
Haryana Land Reclamation & Development Corporation Ltd.
13. The Managing Director,
Haryana Scheduled Castes Finance & Development Corporation Ltd.
14. The Managing Director,
Haryana Tourism Corporation Ltd. (HTC).
15. The Managing Director,
Haryana Financial Corporation Ltd. (HFC).
16. The Managing Director,
Haryana Agro Industries Corporation Ltd. (HAIC).
17. The Managing Director,
Haryana Seeds Development Corporation.
18. The Managing Director,
Haryana Forest Development Corporation Ltd. (HFDC).
19. The Managing Director,
Haryana State Roads & Bridges Development Corporation Ltd.
20. The Managing Director,
Haryana State Medical Services Corporation Ltd. (HSMSC)
21. The Managing Director,
Haryana Knowledge Corporation Ltd. (HKCL).
22. The Managing Director,
Hr. Backward Classes & Economically Weaker Sections Kalyan Nigam Ltd.

Memo No. 20/14/Acctt./2017/HBPE(FD)
Dated, Chandigarh, the 21.6.2019.

Subject:- Regarding post of Company Secretary in State Govt. Companies.

.....

Kindly refer to the subject noted above.

2. Section 203 of Companies Act, 2013 read with companies (Appointment and Remuneration of Managerial Personnel), Rules 2014 necessitate that companies having

(100)

Company Secretary
HSRDC, Panchkula

New D-17 ISS

paid up capital of Rs. 5 crores or more have to mandatorily have a Company Secretary in whole time Employment.

3. You are requested to inform this office within a week whether the post of Company Secretary as required under the Companies Act is duly sanctioned and filled up in your organisation or not.

Sr. Research Officer,
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department

(L)

Annexure- L

Calculation Sheet of Advance Tax for the FY 2019-20

Particulars	Basis	Rs. In Lacs
Estimated Income		155.00
Income from Service charges	Estimated on last year basis	825.00
Savings Bank Interest (Indusind Bank)	Assuming Rs. 100 crores Average Balance will be maintained in savings account throughout the year and interest will be earned at 8.25% p.a.	1488.00
HARCO Bank FD Interest	1. Rs. 165 Cr @ 8.53% 2. Rs. 3.81 Cr @ 8.20% 3. Rs. 0.34 Cr @ 7.15%	320.00
YES Bank FD Interest	Rs. 36 Cr @ 8.60%	2788.00
Total Estimated Income		-700.00
Less: Estimated Expenses		-581.00
Less: Depreciation as per Income Tax Act		1507.00
Net Estimated Income		435.00
Total Tax @ 28.84%		181.00
Less: Estimated TDS @ 10% of FD Interest Income	10%	254.00
Balance Advance Tax to be paid for the FY 2019-20		38.00
Advance Tax 1st Quarter FY 2019-20 (15th June, 2019)	15% of Tax Paid	

Company Secretary
HSRDC, Panchkula

(102)

(M)

ANNEXURE- M
VISHAL ARORA
B.COM. F.C.S., M.F.C.

1st April 2019

To
The Executive Director
Haryana State Roads and Bridges Development Corporation Limited
Panchkula, Haryana

Sub: Pending retainership fees from March 2017-March-2019

Dear Sir,

Kindly arrange to pay the following:

Amount in Rs.

Pending Retainership Fee

200000.00

Total

=====
200000.00
=====

(Rupees Two Lac Only)

Thanking you
Yours truly


(VISHAL ARORA)

Company Secretary
HSRDC, Panchkula

H.No 651, Sector 8-B, Chandigarh
Email: gstempvaze@gmail.com

MINUTES OF 69th MEETING OF BOARD OF DIRECTORS OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS) DEPARTMENT ON 5TH SEPTEMBER 2017.

Present:-

Sr. No.	Name	Designation
1.	Sh. Alok Nigam, IAS Addl. Chief Secretary to Govt. Haryana Public Works (B&R) Deptt.	Chairman
2.	Sh. Rakesh Manocha, E-in-C, Hr.PWD B&R cum Managing Director, HSRDC	Director
3.	Ms. Pankaj Chaudhry, HCS Special Secretary to Government Haryana Public Works (Building & Roads) Department Chandigarh	Director
4.	Sh. Hardeep Mahotra S/o Late Sh. Charan Das #572-73, Sector 15, Faridabad 121002	Director
5.	Sh. Neeraj Gupta, Executive Director, HSRDC	Director

AGENDA ITEM NO.69.01
LEAVE OF ABSENCE

The Board granted leave of absence to Sh. Sunil Saran, IES, Secretary Finance, Government Haryana Chandigarh and Dr. Paratibha Aggarwal, Professor, Department of Civil Engineering, NIT Kurukshetra

Agenda Item No. 69.02

TO CONFIRM THE MINUTES OF 68th MEETING OF THE BOARD OF DIRECTORS

The Minutes of the 68th meeting of the Board of Directors of the Corporation held on 21st June 2017 are hereby approved and confirmed.

Agenda Item No. 69.03

FOLLOW UP ACTION ON THE DECISION TAKEN IN THE PREVIOUS (68th) MEETING OF Board of Directors OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS) DEPARTMENT.

AGENDA ITEM	ACTION TAKEN REPORT
AGENDA ITEM NO. 63.13 FUNDS TO BE TAKEN FROM HPGCL FOR VARIOUS WORKS It was brought out that DGM-II HSRDC Panchkula is following with HPGCL. <i>Meeting held with MD, HPGCL, SE Hisar and SE Karnal has been asked to provide last bill vouchers to HPGCL.</i> <i>Approval of Minutes of meeting is yet to be received.</i> Board desired that the matter may be resolved at the earliest as huge amount is due from HPGCL. A meeting was held on 03.06.2016 under the Chairmanship of MD, HSRDC & MD, HPGCL regarding release of funds from HPGCL. The HPGCL has agreed to release an interim demand of Rs.1.21 Cr. The minutes of meeting is forwarded to SE, Hisar and SE, Karnal with the request to reconcile their accounts and resubmit the case. The funds amounting to Rs.1.21 Cr. is still awaited from HPGCL. <i>It was desired to take up the matter with HPGCL for release of funds as decided in the meeting held on 03.06.2016.</i> Matter is under persuasion with the HPGCL and D.O letter bearing No.197/HSRDC dated 30.11.2016 (Annexure C) has been written to MD, HPGCL under the signatures of MD, HSRDC requesting for release of funds amounting to Rs.1.21 crore. The Board desired that the matter may be taken up with HPGCL at higher level and get the issue decided regarding release of funds amounting to Rs. 1.21 Crore at an early date. Also balance funds may also be realized from HPGCL after providing necessary details to them as time extension cases has already been decided by MD, HSRDC. <i>A request was made that out of due funds required to be refunded by HPGCL, a sum of Rs.1.21 Crore may be released immediately for payment to the Contractor(s) to avoid contractual implications. It was agreed upon in the meeting dated 03.06.2016 that HPGCL shall release Rs. 1.21 Crore to HSRDC to avoid delay / litigation. However, it was desired by HPGCL that balance amount shall be refunded only after receipt of necessary supply of certified copy of passed final bill vouchers.</i> Now, DGM-II HSRDC had also visited the office of MD, HPGCL as directed for immediate release of funds amounting to Rs.1.21 Crore. But HPGCL has now back tracked from its commitment of release of Rs. 1.21 Crore even. HPGCL is insisting for supply of passed vouchers for release of Rs.1.21 Crore even.	

In view of this, SE Hisar has been directed vide this office letter No.837/HSRDC dated 01.03.2017 and reminder No.931/HSRDC dated 06.03.2017 to settle all the bills of the work done and supply the copy of vouchers to HPGCL as desired by MD,HPGCL. SE Hisar / EE Hisar has telephonically informed that the pending bills are under check and will be passed by 28.03.2017. Thereafter the copy of all the documents relating to the expenditure for re-conciliation will be submitted to HPGCL as already decided. The Board desired to pursue the matter vigoursly with HPGCL and get the complete funds released at the earliest The necessary documents have been sent to MD, HPGCL vide letter No. 987/AC dated 07.06.2017 for release of funds. DGM HSRDC also visited the office of HPGCL to peruse the matter. The funds are yet awaited. The Board desired to pursue the matter vigoursly with HPGCL at personal level and get the complete funds released at the earliest. DGM personally visited the office of MD, HPGCL for release of funds but funds are yet to be refunded. The contractual agencies are pressing hard for release of their dues. The agencies otherwise also can claim interest for delayed payment as per provisions of the agreements. HPGCL is not serious in refunding the due amount to HSRDC. In view of this, it is proposed that a meeting with Administrative Secretary, Powers at the level of ACSPW should be held for release of funds.	Board desired to issue a DO letter to ACS(Powers) for release of funds. In case some observations from Department of Powers, then same may be discussed for which a meeting of ACSPW and ACS(Power) may be arranged.
AGENDA ITEM NO. 63.16 REFUND OF OUTSTANDING BALANCE OF RS.231.32 LAC FROM HARRIDA It was stated that Assistant Commissioner of Income Tax has conveyed on 17.03.2016 that a refund of Rs.30,31,910/- for AY 2003-04, Rs.1,11,69,010/- for the AY 2004-05 and Rs.16,28,340/- for the AY 2005-06 which totals to Rs. 1,58,29,260/- has been determined and refund is being adjusted against the demand for AY 2012-13. Regarding balance amount, the Income Tax Department is being pursued. The required TDS Certificate Issued by various Banks has already been submitted to I.T. Deptt. on 04.01.2016. Board desired that CA should expedite the matter and act promptly. As per CA, the refund of Rs. 1,58,29,260/- for the year 2003-04, 2004-05, 2005-06 have been adjusted. CA is pursuing with the Income Tax Department for refund pertaining to year 2006-07. Further Rs. 1,29,40,530/- for the A.Y. 2007-08 and Rs.10,17,060/- for the A.Y. 2008-09 has been adjusted against the demand of A.Y. 2012-13 by the Assistant Commissioner of Income Tax.	

CA to pursue with the Income Tax Department for refund pertaining to year 2006-07 on priority.

CA is pursuing the matter with Income Tax Department and they have called CA on 24.09.2016 in this regard.

CA, HSRDC to pursue the matter.

CA, HSRDC is pursuing the matter with income tax department continuously for refund pertaining to year 2006-07. The same is yet to be received.

Board desired that the matter may be perused vigorously for refund pertaining to the year 2006-07 as it has already been delayed much.

On 01.03.2017, the CA and AO HSRDC visited the office of DC Income Tax Panchkula and requested him to refund the amount of Rs.22.10 Lac plus interest pertaining to the AY 2006-07 and a letter was also written to him bearing No. 432/AC dated 01.03.2017. The DC Income Tax has assured that needful will be done in a short span of time.

It was explained to the Board that efforts are being made to get the refund of Income tax of Rs.22.10 lakh plus interest thereon for the year 2006-07 by way of adjustment against the balance demand of Income tax Department for the Assessment Year 2012-13.

Board desired that the matter may be persuaded and results thereof be intimated to the Board in its next meeting.

Company Secretary, HSRDC is constantly in touch with the Income Tax Department. It was desired by the Income Tax Department that copies of the Challans vide which the tax has been deposited, be supplied to them as the file relating to the case was not coming up. The requisite documents are being supplied to the Income Tax Department.

Board desired that the matter may be persuaded at personal level and results thereof be intimated to the Board in its next meeting.

The matter was again discussed with the new Assistant Commissioner of Income Tax (Ms. Kanwaljeet Kaur) on 27.08.17 and it was requested that the refund of income tax be ordered as all the documents desired by the Income Tax Department have since been supplied. She assured that the matter will be got expedited soon and it was desired that a representative from the department may be deputed for getting tax refund scrutinized. Accordingly a representative was deputed on 29.08.2017 and the figures have been got reconciled. Hopefully, the tax refund of Rs.22.10 Lac would be ordered for adjustment in the next week.

Board took note of it.

AGENDA ITEM NO. 63.19

FIXED DEPOSITS/FUNDS WITH THE CORPORATION.

After deliberations, it was decided that HSRDC may examine the matter on file and put up with concrete proposal for consideration of Government.

HSRDC could not dig out any proposal on the subject matter. Being involvement of huge amount running in to hundreds of crores, it would be appropriate for the Finance Department to advise in the matter.

Special Secretary (Finance) requested for providing breakup of the funds involved to suggest any proposal in the matter.

Necessary break up / source of income is as under:-

- 1) Interest earned on the deposits with the Banks.
- 2) Service Charges @5% of work done on project which are executed by the Corporation such as Building works of HPGCL, Yamuna Nagar, PTPS Panipat, RGTPP, Khedar, BPSMV Khanpur Kalan, Sonapat, CIPET Murthal, DCRUST Murthal, Regional Centre Jind etc.
- 3) Service Charges @ 1% of work done of NCR works executed by the Corporation.

FD may be requested to give necessary advice in the matter.

FD has been requested vide UO No. 2035/AC dated 09.12.2016 to give the advice in the matter.

The matter may be perused with Finance Department for early advice in the matter.

A UO reminder has been issued to the Finance Department vide No. HSRDC/799 dated 03.03.2017.

Board desired that a reminder may be issued to Finance Department for expediting the necessary advice in the matter.

Reminder has been issued to Finance Department vide No. 988/ AC dated 07.06.2017 and AO HSRDC personally visited Finance Department and requested the concerned Superintendent for expediting the issue.

Board desired that the matter may be persuaded at personal level and get the advice issued.

The matter was got expedited and the Govt. vide Memo No.35/55/2017-4B&R(W) dated 7/8.06.2017(Ann-I) has advised that a PLA/DP account be opened as per minutes of the meeting of DG, T&A held on 18.11.2016.

It would be worth mentioning here that the Corporation which is registered under the Companies Act cannot invest its funds with the Government without any interest and furthermore it is also submitted that this Corporation is having its income only from the following sources:-

- (a) Income from service charges @ 1% from the NCRPB works.
- (b) Income from Service Charges @5% on deposit works.
- (c) Interest on FDRs / Bank Deposit.

It is submitted that the Corporation is coping up major portion of its expenditure to the tune of 4.5 to 5.00 Crore annually from the interest earned on FDRs and bank deposits as can be seen from the Statement at Annexure I.

No interest is allowed on the PLA account and in case the entire amount of Rs. 407 Crore is invested, the Corporation would be losing interest of Rs.35-40 Crore annually which too, would invite an audit objection. Besides this, the Corporation will be left with no funds to run its day to day expenditure including salary of the staff. It is proposed that a reference be made to the Finance Department to either allow interest on the investment in PLA / PD Account at par with / or some lower interest rate as compared to rates of interest offered by various Banks. Board is requested to decide as to whether we should make a reference to Govt. in this regard.	Board desired that the matter may again be taken up with Finance Department. ED, HSRDC should personally discuss with Special Secretary (Finance) and put up the proposal accordingly.
Agenda item no. 63.25 SHIFTING OF THE BALANCE MATERIAL LAYING IN 2 NO. OF 1882 SFT.HOUSES AT DCRTTP COLONY TO MAIN STORE, YAMUNANAGAR UNDER PROVINCIAL DIVISION, YAMUNANAGAR. EIC, Haryana PWD B&R Br. stated that it would be ensured by him that due action is taken by SE, Chandigarh without any further delay. SE Chandigarh is yet to take action in the matter. Board desired that due action by SE Chandigarh should now be taken without any delay. Requests have been made to SE, Chandigarh to take due action without any delay vide this office letter no.4457/HSRDC dated 27.07.2015, No.4818/HSRDC dated 27.08.2015, D.O no.238/HSRDC dated 08.09.2015, No.5394/HSRDC dated 06.10.2015 & letter no.4398/HSRDC dated 17/08/2016 with a copy to EE, Yamunanagar. No action has been taken by SE Chandigarh / EE Yamuna Nagar inspite of repeated reminders. It was brought out that SE Chandigarh has assured that due action would be taken by EE, Yamuna Nagar within next 10 days. Compliance has been made by EE Yamuna Nagar on 09.12.2016. Board took note of it. However, EE PWD B&R Yamuna Nagar may deposit the cost of material taken over by him to HSRDC immediately. SE Chandigarh has been directed vide this office letter No.368/HSRDC dated 31.01.2017 (Annexure-II) and reminder No.932/HSRDC dated 06.03.2017 to deposit the cost of material taken over by EE Yamuna Nagar from HSRDC, which is still awaited from SE Chandigarh. The Board desired to get the cost of material deposited from EE Provincial Division Yamuna Nagar to HSRDC immediately. EE Provincial Division Yamuna Nagar SE Chandigarh have been requested vide No.1311/HSRDC dated 17.04.2017 (Annexure-I) to deposit the funds. SE Chandigarh vide his letter no. 5006 dated 27.04.2017 (Annexure II) requested for necessary approval for conducting auction of the material for Rs.20,15,203/-.	

SE Chandigarh have been requested vide letter No.1792/HSRDC dated 16.05.2017 (Annexure III) to clarify as to how he has fixed the reserve price of the material taken over by him. The reply of SE Chandigarh is still awaited.	The Board authorized MD, HSRDC to decide the matter at his level.
The Board desired to get the cost of material deposited from EE Provincial Division Yamuna Nagar to HSRDC immediately after pursuing the matter with SE Chandigarh. Reply from SE Chandigarh received in response to this office letter dated 16.05.2017. However, copy of rates was not supplied. SE has again been requested vide this office letter dated 03.08.2017 to supply a copy of rates on the basis of which cost of material i.e. 2015203/- has been worked out. Reply is awaited.	
Agenda item no. 63.33 and 64.09 AVOIDABLE LOSS DUE TO LENDING WITHOUT SETTLING THE TERMS FOR REPAYMENT OF LOAN AND INTEREST THEREON- RS. 197.25 LAC The Board after consideration, desired to submit the case to Finance Department along with a copy of draft Audit para. The reply of the para has already been sent to PAG(Audit), Haryana by this office letter No. 1141/AC dated 04.08.2016. Thereafter a reference was received from the PAG(Audit) in the office of ACSPW for sending Govt.'s comments. Govt. has agreed with the comments of HSRDC as per letter No.1231/AC dated 08.09.2016. It was brought out that para is likely to be dropped. Board took note of it. The stand of the ACSPW has been conveyed to Principal Accountant General(Audit), Haryana vide No. 1231/AC dated 08.09.2016. No further clarification has been sought by PAG(Audit), Haryana so far. Efforts are being made to get the para settled. Board desired that matter may be pursued with Principal Accountant General(Audit), Haryana and get the para dropped. The office of the PAG(Audit) Haryana has been visited personally and requested to drop the para in view of the submissions made by us. Now PAG(Audit) Haryana has been requested to drop the para vide this office letter No. 461/AC dated 06.03.2017. Board desired that matter may be persuaded with the Principal Accountant General (Audit) Haryana and get the para dropped. AO HSRDC is in touch with the PAG(Audit) for dropping this para but the para has not been dropped as yet. Board desired that matter may be persuaded with the Principal Accountant General (Audit) Haryana and get the para dropped. The office of the PAG Haryana is being persuaded regularly to drop the para. Last reminder was issued HSRDC/AC/dt.23.8.2017. The para has not been dropped as yet.	Board took note of it and desired that further action may be taken at the level of MD, HSRDC.

Agenda Item 66.12 REVISED PAY PACKAGE FORMULATION AND IMPLEMENTATION THEREOF DOCUMENTS REGARDING. Haryana Government Finance Department has formulation Haryana Civil Services (Revised Rules, 2016) which have come into force on the 1st date of January 2016. Further, Finance Department have issued vide instructions vide No. 1/20/2016-SPR(FD) dated 28.10.2016 regarding package formulation and implementation thereof. These Rules and instruction of Finance Department are made applicable in toto to eligible Government employees of HSRDC. Board desired that the case may be sent to Finance Department for approval. FD has been requested for approval vide this office letter dated 10.03.2017. The Board desired to pursue the matter with Finance Department and get the needful done. Last reminder was issued to the Finance Department vide this office letter No. 1950/HSRDC dated 29.05.2017 with a copy to ACSPW. The Board desired to pursue the matter with Finance Department and get the needful done. Last reminder was issued to the Finance Department vide this office letter No. 3029/HSRDC dated 29.08.2017 with a copy to ACS, PWD(B&R) with the request to kindly get approve the matter from HBPE (FD) at the earliest.	Board desired that the matter may be persuaded with Finance Department at personal level and get the needful done.
Agenda Item 67.13 REGARDING INSTALLATION OF GRID CONNECTED ROOF TOP SOLAR POWER PLANTS IN GOVERNMENT BUILDINGS. Board approved the item in the last meeting. The ADC, Panchkula is being approached for installation of Top Solar Panel Plants on the building of HSRDC Panchkula. The technical person from ADC Panchkula visited this office. On verification, it was found by him that only 20 Kw size solar power plant is needed against 30 Kw already assessed. The steps for installation of 20 Kw size solar power plant are being taken.	Board took note of it and desired that further action may be taken at the level of MD, HSRDC.
Agenda Item No.67.14 PERMISSION TO ENGAGE PART TIME COMPANY SECRETARY ON RETAINERSHIP BASIS. (b) Board also approved the proposal to engage a Company Secretary on payment of retainership to the maximum of Rs.8,000/- per month through walk-in-interview by publication in the Newspapers. Board also approved the proposal to engage a Company Secretary on retainer ship of maximum to the extent of Rs.8,000/- per month through walk-in interview by publication in the leading newspaper.	

The process to engage Company Secretary (on Honorarium basis) is under process for which quotations are being called in through leading Newspapers. Board desired immediate steps may be taken to engage Company Secretary on Honorarium Basis. Sh. Vishal Arora, company Secretary has been engaged as Company Secretary on retainer ship basis at a honorarium of Rs.8000/- per month.	Board took note of it.
ITEM NO. 68.12 OPENING OF PERSONAL LEDGER ACCOUNT (PLA) OF HARYANA STATE ROADS & BRIDGES DEVELOPMENT CORPORATION LIMITED, PANCHKULA. The Board approved that PLA Accounts be opened as per advice of PAG in the name of Executive Engineer, Provincial Division Haryana PWD B&R Br. Panchkula. The Finance department, Haryana has been requested to open a PLA Account in the name of XEN Provl. Division Haryana PWD B&R Panchkula through a UO note No. 2262 dated 28.8.2017	Board took note of it
SUPPLEMENTARY AGENDA NO. 1(68TH MEETING) CONSTITUTION OF NOMINATION AND REMUNERATION COMMITTEE AS PER REQUIREMENT OF SECTION 178 (1) OF THE COMPANIES ACT 2013. The Board approved the proposal for Constitution of nomination and remuneration committee as per requirement of section 178 (1) of the companies act 2013 with the following two members :- 1. Ms. Pankaj Chaudhry, HCS, Director 2. Sh. Hardeep Mahotra, Director Regarding 3rd member, Board further desired that a reference may be made to Finance Department for recommending the name of one Member from Finance Department. A UO Note to the Finance Department has been sent vide No. 2289 dated 31.08.2017 for recommending the name of some officer of the Finance Department as 3rd Member of the Committee.	Board took note of it. However, it was desired to pursue the matter with Finance Department.
SUPPLEMENTARY AGENDA NO. 2(68TH MEETING) CONSTITUTION OF CORPORATE SOCIAL RESPONSIBILITY COMMITTEE (CSR) AS PER REQUIREMENT OF SECTION 135 OF THE INDIAN COMPANIES ACT, 2013. The Board approved the proposal for Corporate Social Responsibility Committee (CSR) as per requirement of Section 135 of the Indian Companies Act, 2013 with ACSPW as Chairman and the following members :- 1. Managing Director, HSRDC 2. Sh. Hardeep Mahotra, Director The orders for constitution of the Committee have been issued vide office order bearing No.1493-98/AC dated 30.08.2017.	Board took note of it.

**SUPPLEMENTARY AGENDA NO. 3(68TH MEETING)
EXPANSION OF HSRDC.**

The Board approved the item. The Board desired that matter may be taken up with NHAI/MORT&H and other Government Departments / Corporations/ Boards etc.

The matter has already been taken with other Government Departments / Corporations/ Boards etc. Meanwhile, BPSMV, Khanpur Kalan, Sonapat has accorded AIA for the construction of various works within the Campus of university at Khanpur besides its Regional Centres situated at Kharal (Jind) and Lala Ahir (Rewari). The approximate cost of these proposed works to be executed by HSRDC will exceed Rs.100 Crore.

As regards the taking of works of NHAI/ MORT&H, the matter is being taken up with the authorities separately.

Board took note of it.

**Agenda Item No. 69.04
PROJECTS UNDER NCR LOAN SCHEME**

Board took note of it.

**Agenda item no. 69.05 :
STATUS OF OLD PROJECTS UNDER NCR LOAN SCHEME**

Board took note of it.

**Agenda item no. 69.06 :
EPC PROJECTS**

Board took note of it.

**Agenda item no. 69.07
IMPROVEMENT BY WIDENING AND STRENGTHENING AND PROVIDING SIDE DRAINS, CC PAVEMENT ON
VARIOUS ROADS IN GURUGRAM DISTRICT-TIME EXTENSION CASE-LEVY OF LIQUIDATED DAMAGES (LD)**

Board approved the item.

**Agenda item no. 69.08
PROPOSAL FOR PURCHASE OF INNOVA CAR FOR CHAIRMAN, HSRDC.**

Board approved the item.

**Agenda item no. 69.09:
TO TAKE NOTE OF THE STATUS OF INCOME TAX CASES.**

Board took note of it.

**Agenda item no. 69.10
TO CONSIDER AND APPROVE THE ANNUAL ACCOUNTS FOR THE FINANCIAL YEAR 2015-16**

The agenda item was withdrawn.

**Agenda item no. 69.11
ARBITRATION CASES- MISCELLANEOUS.**

Board took note of it.

Agenda Item No. 69.12
LIST OF PENDING ARBITRATION CASES (TOLL)

Board took note of it.

Item No. 69.13
EXTENSION OF TERM OF CONTRACT

Board took note of it.

Item No. 69.14
TO CONSIDER AND APPROVE THE NOTICE OF THE 18TH ANNUAL GENERAL MEETING AND FIX THE
DATE, PLACE AND TIME FOR HOLDING THE ANNUAL GENERAL MEETING

The agenda item was withdrawn.

Supplementary agenda item No. 1
PROVIDING THE SERVICES OF ONE REGULAR ACCOUNTS OFFICER IN HSRDC.

Board approved the item.

Supplementary agenda item No. 2
FINANIZATION OF ANNUAL ACCOUNTS FOR THE FINANCIAL YEAR 2016-17 REQUESTING REGISTRAR
OF COMPANIES, NEW DELHI SEEKING EXTENSION FOR HOLDING OF THE AGM FOR THREE MONTHS.

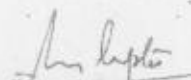
Board approved the item and desired that the extension for holding the meeting of AGM may be
arranged immediately.

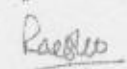
Supplementary agenda item No. 3
TO CONSIDER & APPROVE THE RE-APPOINTMENT OF TAX AUDITORS.

Board approved the item.

Supplementary agenda item No. 4
CREATION OF TWO POSTS OF GENREAL MANAGER IN HSRDC.

Board approved the item and desired that a UO reference be made to Government / Finance
Department for creation of two posts of General Manager in the rank of SuperIntending Engineer.


(Neeraj Gupta)
Executive Director,
HSRDC


(Rakesh Manocha)
Managing Director, HSRDC


(Alok Nigam, IAS)
Addl. Chief Secretary to Government
Haryana Public works (B&R) Department

ANNEXURE - N

01st Apr 2019

KEIPL/038/201903/0008940235

ELEVATOR SPECIFICATION 'A'

The subject OC - Passenger Machine Room less Gearless MonoSpace™ Elevator to supplied and installed in accordance with the following technical specifications:

No. of Lifts	01
Type and capacity	Approximately 408 Kg, 06 Persons
Speed	1.0 meter per second
Type of Drive	A.C. Variable Voltage Variable Frequency with 16 - Bit Microprocessor
Location of Machine room	Permanent Magnet Synchronous Electric Traction Gearless Motor to be hoisted on guide rail within the elevator Hoist way
Travel	Approximately 8.0 meters [Ground to 02 nd Floor]
Traction Medium	Steel Rope
Serving	03 Floors 03 Stops 03 Levels 03 Openings [All on the same side]
Hoist way Available	1500 MM [wide] x 1550 MM [deep] Clear Dimensions.
Car Size	950 MM [wide] x 1150 MM [deep] x 2200 MM [high]
Pit Depth Required	1500 MM below the finished floor level of first landing
Headroom Required	3700 MM beyond finished floor level of last landing
Car Enclosure	Constructed out of Stainless Steel In Hairline Finish
Car Entrance	Center Opening Automatic Doors in Stainless Steel In Hairline Finish with a clear opening of 700 MM [wide] x 2000 MM [high]
Hoist way Entrance	Center Opening Automatic Doors of Stainless Steel In Hairline Finish (1 Hour Fire Rated Door) with provision of Emergency Key Opening at all Landings with a clear opening of 700 MM [wide] x 2000 MM [high]
Door Operation	Automatic D.C. Door Operation with adjustable Door Opening and Closing timings
Control	Simplex Full Collective with or without attendant
Operation	Automatic
Power Supply	415 Volts, 3 Phase, 50 Hertz Alternating Current
Flooring	Granite Flooring by Customer-20mm recess
Fan	Blower
Lighting	Diffused Lightning In Car
Other Features	- Battery Operated Emergency Light with Rechargeable Battery - Battery Operated Emergency Alarm with Rechargeable Battery - Adjustable Guide Shoes - Micro Movement L.E.D. based Buttons - Load Weighing device with overload Bypass feature - Steel items, Door Frames Sill Angles, Fascia Plates, Spring Buffers. - KDS 300 - Square Button Call registration: White - Infrared Safety Curtain - Hands Free Press and Speak Intercom - Manual Rescue Lever - Additional Car Gate Lock - Automatic Phase Reversal Device - SS Finish Handrail on Rear Side - Car Platform constructed out of Cold Rolled Grain Oriented Formica Sheets of Steel 2 Phase Device Fire Man Drive - Fire Man Switch at Main Lobby - Pit Ladder - Motor compatible for 180 Starts Per hour. - KONE Rescue Device to bring the Elevator to a nearest Landing in case of power failure

Company Secretary
UCRDC, Panchkula

01st Apr 2019

KEIPL/03B/201903/0038948235

Price Schedule

Our Contract Value for One No. KONE 06 Passenger Elevator as per Specification 'A' will be:

Rs. 11,71,000.00 Only per elevator.

Rupees Eleven Lakh and Seventy Thousand Only per elevator

The above price is inclusive of:

SGST: - @9% on basic contract value (as per Prevailing rates).
CGST: - @9% on basic contract value (as per Prevailing rates).

Freight Charges and Warranty for 12 months from Handing Over.

Taxes and Duties:

Contract value is inclusive of taxes and duties prevailing on the date of this Agreement. Notwithstanding anything to the contrary contained herein, all existing and future taxes and/or governmental levies including but not limited to new imposts, increase in taxes, Levy of GST and/or governmental levies due to amendment/ variations to applicable laws will be to the Purchaser's account and the PURCHASER shall pay the same without any demur or protest.

HSN Code: 8431 Components of Lifts, Escalators, Elevators.

Delivery and Installation: We will supply material for the subject elevators by the end of four months from the date of order or release of advance whichever is later. This period is subject to the site readied as per scheduled in the event of delaying in site readiness, dispatch of material will be delayed accordingly. We will complete the installation by the end of two month after the receipt of material at site or two month from the day the site is readied as per check list attached whichever is later. This period is subject to complete compliance with terms of payment and the site readied as per the check list attached before commencement of installation. The General Arrangement Drawings will be approved within one week of the submission of the same.

Terms of Payment: As a special case and in deference to the wishes of an esteemed client, the following terms of payment will be applicable:

- 30% of contract value as interest free advance on execution of this agreement.
- 60% of the contract value 45 days before intimation of dispatch of material as a post dated cheque. This cheque will be presented immediately on dispatch of material.
- 10% of contract value on completion of installation and handover on pro-rata basis.

The above listed terms of payment supersede all other payment terms mentioned elsewhere in this contract. All payments will be released within five days of submission of invoice. For the purpose of payment, each elevator will be treated as a separate contract.

Remobilization and Reconditioning Charges: In case the elevator installation work is stopped for more than 4 weeks during installation, due to unavailability of power supply, in-complete architrave work, delay in associated civil works etc., remobilization charges of 5% of total contract value per elevator will be charged additional over the contract value, whenever we are asked to restart the work. This would need to be paid before we restart any site activity. We would need 4 weeks to remobilize and restart the work. In case of material not being in usable condition or pilferage, recondition or replacement cost will be to your account.

The subject prices shall remain firm for the contractual period (subject to statutory variation which shall be to customer account). The prices will be subject IEEMA variation after the expiry of the contractual period in case the delay cannot be attributable to the KONE

KEIPL/038/201903/0008948235

01st Apr 2019

CUSTOMER CHECK LIST

WORK TO BE COMPLETED BY CUSTOMER AT HIS COST BEFORE MATERIAL SUPPLY

- Lift pit filling to the required depth of 1400 mm deep beyond the finished floor level of the first floor)
- Pit to be water-proofed from inside
- Lift shaft should be fully plastered and constructed as per our General Arrangement Drawing [GAD] with clear plumb level.
- Lift shaft to be white washed.
- Bulkhead fittings with 3 pin socket and on - off switches should be provided at each floor level.
- Template to be provided as per our drawings.
- Safe, lockable, weatherproof storeroom of approx. 40 sq. mt. exclusively for elevator materials for each elevator at the ground floor and close to the elevator shaft to be provided.
- Load Hook / steel channels to be provided in the head room slab.
- 3 - Phase [32 Amps] power supply with double earth properly terminated in a MCB near the location of the controller at the top landing.
- Single phase [5 Amps] power supply - One for shaft lighting and one for the lift car fan and light should be provided.
- 5Amps 3 pin - socket in the machine room for the inverter to be provided.
- Double Earthing in the lift shaft.

Parallel work to be done by the builder during installation.

- Pocket Cutting to be done after our shaft marking [KONE scope]
- Grouting and packing to be done [KONE scope].
- Buffer block to be constructed [KONE scope].
- Front wall, flooring & architrave to be done.
- White washing to be done inside the lift shaft.
- For any other details such as front wall, Lintel etc. please refer the general Arrangement Drawing [GAD] which will be given as per agreed schedule.

KONE to provide the following:

- General Arrangements Drawings.
- Template Drawings.
- Panel Board Drawings.
- Entrance Safety Barricade Drawings.



GAWAR
CONSTRUCTION LIMITED

An ISO 9001:2015 Certified Company
CIN : U70109HR2000PLC037773

Before the Arbitral Tribunal of

1. Er. G.R. GOYAT
M-512, Ground Floor
Orchid Island
Sector-45 Gurgaon-122003

2. Er. R.R. Sheoran
House No.334, Sector-4
Mansa Devi Complex,
Panchkula-134114

3. Er. Ram Mehar
House No.788/28
Sundry Sadan, Bharat Colony
Rohtak-124001

Presiding Arbitrator

Arbitrator

Arbitrator

In the matter of Arbitration for the work of "Improvement of Punhana-Jurhera road and providing service lane and drains on Gurgaon-Nuh-Alwar road in Gurgaon & Mewat district" (Package no HSRDC/NCR/C-26/2009)

Between

Gawar Construction Ltd.
SF-01, Second Floor
J.M.D Galleria, Sohna Road
Sector-48
Gurugram (Haryana)

Versus

State of Haryana
Through Managing Director,
Haryana State Road and Bridges Development Corporation
Bay no. 13-14, Sector -2 Panchkula

Claimant

Respondent

Respected Sir(s),
The claimant within the ambit of the provisions of Arbitration and Conciliation Act-1996 and the enactment of the prevailing Laws of the land, presently enforced in Union of India, submit the following.

1. That the claimant firm vide letter no. GCL/GGN/2014-15/F-60/313, dated 26.11.2014 invoked clause 67.3 of the conditions of contract and requested

For Gawar Construction Limited

[Signature]
Director

Company Secretary
HSRDC, Panchkula

Regd. Office : DSS - 378, Sector 16-17, Hisar - 125005 (Haryana)
Tel. : (01662) 246117, 250361, Fax : (01662) 248885

-1334-

the competent authority of HSRDC, Panchkula to appoint the arbitrator for resolution of the dispute arisen in execution of above said work and in accordance with agreement between the parties. An Arbitral Tribunal was consequently constituted as per agreement comprising of the above-named Engineers as Arbitrators.

2. The commencement of arbitral proceedings as such took place on dated 26.11.2014 by virtue of section-21 of the Act- ibid which states that the Arbitral proceedings in respect to the dispute commence on the date on which request for the settlement of disputes be referred to arbitration is made.
3. Where as the Arbitral Tribunal as constituted entered upon the reference of arbitration and 1st hearing in the case was held on 26.08.2015.
4. There after subsequent hearings were held as much as 18 hearings, the proceedings right from formal submissions of the Statement of Claims, Rejoinder and the Statement of Defence etc., followed by oral and then written arguments were completed and the adjudication part of the case after having availed all the opportunities to represent/defend the case by both the parties was concluded on dated 31.05.2018.
5. After having been concluded the arbitral proceedings the Arbitral Tribunal as per the time limit prescribed in the Code of Civil Procedure is duty bound to endeavor to prepare and pronounce the judgment viz Award within thirty days from the date on which hearing of the case was concluded. And where it is not practicable for the court/Arbitral Tribunal to pronounce the Award because of exceptional and extra ordinary circumstances of the case, the tribunal shall fix a day for the pronouncement which shall not ordinarily be a day beyond 60 days.
6. But in the instant case the conspectus of the Indian law, there is utter failure of the Arbitral tribunal to regard the sanctity of the Arbitration and Conciliation Act-1996, which has particularly been enacted to be more responsive to contemporary requirements and to resolve the dispute expeditiously, keeping in view the enactment of Act.
7. To make this time restriction more affective a section 29 A has also now been inserted in the Amendment-2015 of the Arbitration and Conciliation Act-1996 to pronounce the Award within one year from the date the Arbitral Tribunal enters upon the reference to Arbitration.
8. The reference to arbitration was entered upon by the tribunal on dated 26.11.2014 and now a period of about Four & a half years has been lapsed but no endeavor is seen in respect to pronouncement of Award.

for Gawar Construction Limited

-1335-

9. Since the Arbitral Tribunal has become de facto, unable to perform his functions, or for other reasons failed to act towards finality of the Arbitral Award within reasonable time frame, the mandate of the present Arbitral Tribunal stands terminated as per provision under Section-14(1)(A) of Arbitral and Conciliation Act-1996.
10. Equipped with above submissions, the claimant by virtue of the provisions of Arbitration and Conciliation Act-1996 therefore states that the mandate of the Arbitrators shall terminate henceforth from the day of issuing of this communication.
11. Any activity in context to the above said dispute if taken from the date of this letter shall attract unnecessary violation of the Law of the land, for which the members of the Arbitral Tribunal shall be personally responsible. Keeping regards to the constitutional provisions of the Arbitration & Conciliation Act-1996, Indian Contract Act, further proceedings if any in context to the dispute under question shall become void. The members of tribunal are requested not to proceed further in the matter, and hold any further meetings/hearings.

Date : May 17th 2019

Yours faithfully,

For Gawar Construction Limited

Ravinder Kumar, Director
Gawar Construction Ltd.

Copy to:

1. The Additional Chief Secretary Govt. of Haryana, PWD B&R. (For kind information and necessary action please)
2. Managing Director, HSRDC, Bay No. 13-14, Sector-2 Panchkula (For kind information and necessary action please)

For Gawar Construction Limited

Ravinder Kumar, Director
Gawar Construction Ltd.

Ravinder kr.

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(P)

5/HRDC/09

ANNEXURE-P



GAWAR
CONSTRUCTION LIMITED

AN ISO 9001:2015 Certified Company
CIN : U70109HR2008PLC037773

GAWAR CONSTRUCTION LIMITED
SF-01, JMD Galleria,
Sector-48, Sohna Road,
Gurgaon - 122001 (Haryana)
Ph.: (0124) 4854000
Fax: (0124) 4854001/02
Web.: www.gawar.in
E-mail: gcl@gawar.in

ED Cont...

Dated: May 20th 2019

Ref.no- SPL/GAWAR/1

cm swr. 12/8
20/05/19

To,
The Additional Chief Secretary
PWD B&R Haryana
Chandigarh

Sub: In the matter of Arbitration for the work of "Improvement of Punhana-Jurhera road and providing service lane and drains on Gurgaon-Nuh-Alwar road in Gurgaon & Mewat district" (Package no HSRDC/NCR/C-26/2009)

Respected Sir,
This is in reference to letter dated 17th may 2019 (Copy attached), by way of which it was intimated to your good self that the mandate of the Arbitral Tribunal for adjudication of disputes for the work in subject stands terminated, as award was not pronounced within reasonable time, and ample time has been consumed by the arbitral tribunal with no result.

Moreover, the claimant has no faith left in the decision of the Arbitrator(s), as it has been a constant series of internal hearings, without any result.

In the interest of Justice, and as per agreement between the parties, it is requested to formulate a fresh arbitral tribunal for adjudication of disputes, by way of appointing new nominee arbitrator(s) for both the parties. Consequently, the claimant appoints Er. H.N Singla Chief Engineer (Retd.) P.W.D. B&R Branch Haryana, House number A-7 Yamuna Enclave, Panipat 132103, Mobile No. 9416009118 as its nominee Arbitrator.

It is requested to appoint nominee arbitrator of the respondent, as per clause 67 of the agreement.

Thanking you

For Gawar Construction Limited

[Signature]
Director

Ravinder Kumar Director
Gawar Construction Ltd.

Copy: ✓ Managing Director, HSRDC, Bay No 13-14, Sector-2, Panchkula (For kind information and necessary action please)

Already put up on 21/5/19

Regd. Office : DSS - 378, Sector 16-17, Hisar - 125005 (Haryana)
Ph.: (01662) 246117, 250361, Fax: (01662) 248885

Company Secretary
HSRDC, Panchkula

(121)

Haryana State Roads and Bridges Development Corporation Ltd.

(A State Government Undertaking)

Bays No. 13-14, Sector-2, Panchkula Ph: 0172-2585264

ANNEXURE-Q

1367

Q

No. 2836 /HSRDC

Dated: 22.06.2019

WITHOUT PREJUDICE

To

1. Er. G.R. Goyat, (Retd.) Chief Engineer - Presiding Arbitrator
Irrigation Department Haryana
Flat No. 601, Good Luck Co-Operative Society
CGHS No. 21, Sector-52
Gurgaon -122001, Haryana
2. Er. R.R. Sheoran, (Retd) Engineer-in-Chief - Arbitrator
H. No. 334, Sector-04,
Mansa Devi Complex,
Panchkula
3. Er. Ram Mehar, (Retd.) S.E. - Arbitrator
H. No. 788/28, Sundry Sadan
Bharat Colony, Rohtak- 124001 (HR)

Subject:- In the matter of Arbitration for the work of "Improvement of Punhana Jurhara road and providing service lane and drains on Gurgaon Nuh Alwar road in Gurgaon/Mewat District. (Package No. HSRDC/NCR/C-26/2009)

It is to be informed that as decided by the competent authority the mandate of the arbitral tribunal stands terminated on the mutual consent of both parties with immediate effect.

DA/Nil

[Signature]
Dy. General Manager-IV
for Managing Director, HSRDC,
Panchkula

Endst. No. 2837/HSRDC

Dated 22.06.2019

A copy of above is forwarded to the M/s Gawar Construction Limited, SF-01, GMD-Galleria Sector-48, Sohna Road, Gurgaon - 122001 (Haryana) for information.

DA/Nil

[Signature]
Dy. General Manager-IV
for Managing Director, HSRDC,
Panchkula

Company Secretary
HSRDC, Panchkula

NP
201

122

(R)

G R - GAWAR
(JOINT VENTURE)

- 3267- ANNEXURE - R
"GR House",
Hiran Magri Sector 11,
Udaipur (Raj.) 313 002
Phone: 0294 - 2487370, 2483033
Fax: 0294 - 2487749

(Correspondence Add: - GR-Gawar (JV) C/o Gawar Construction Limited, SF-01, JMD Galleria, Sohna Road,
Sector-48, Gurgoan-122001 (Haryana)
Ph. No.: +91-124-4854000 Fax +91-124-4854001 E-mail ID: - sbhatia@gawar.in

Before the Arbitral Tribunal of

1. Er. G.R. GOYAT
M-512, Ground Floor
Orchid Island
Sector-45
Gurgaon-122003

Presiding Arbitrator

2. Er. K.K. Singh
Kothi No. 145, Sector R-9
Raj Nagar, Ghaziabad
U.P. 201002

Arbitrator

3. Er. Ram Mehar
House No. 788/28
Sundry Sadan, Bharat Colony
Rohtak-124001

Arbitrator

In the matter of Arbitration for the work of Construction of "Four lanning of
Rohtak Bhiwani road (Km 91.6 to 113.91) & Four lanning of Rohtak Hissar
road from Drain no.8 to Bahujamalpur (Km 79.2 to 86.8) in Rohtak District"
Between

GR- Gawar (J.V)
SF-01, Second Floor
J.M.D Galleria, Sohna Road
Sector-48
Gurugram (Haryana)
.... Claimant

Versus

State of Haryana
Through Managing Director,
Haryana State Road and Bridges Development Corporation
Bay no. 13-14, Sector -2 Panchkula
Respondent

Company Secretary
HSRDC, Panchkula

Respected Sir(s),
The claimant within the ambit of the provisions of Arbitration and Conciliation Act-
1996 and the enactment of the prevailing Laws of the land, presently enforced in
Union of India, submit the following.

For G.R. - Gawar (J. V.)

Authorised Signatory

(123)

-3268-

1. That the claimant vide letter no. GR-Gawar (JV)/GGN/2014-15/F-02/104, dated 26.11.2014 invoked clause 67.3 of the conditions of contract and requested the competent authority of HSRDC, Panchkula to appoint the arbitrator for resolution of the dispute arisen in execution of above said work and in accordance with agreement between the parties. An Arbitral Tribunal was consequently constituted as per agreement comprising of the above-named Engineers as Arbitrators.
2. The commencement of arbitral proceedings as such took place on dated 26.11.2014 by virtue of section-21 of the Act- ibid which states that the Arbitral proceedings in respect to the dispute commence on the date on which request for the settlement of disputes be referred to arbitration is made.
3. Whereas the Arbitral Tribunal entered upon the reference of arbitration and 1st hearing in the case was held on 30.05.2015.
4. There after subsequent hearings were held as much as 26 hearings; the proceedings right from formal submissions of the Statement of Claims, Rejoinder and the Statement of Defence etc., followed by oral and then written arguments were completed and the adjudication part of the case after having availed all the opportunities to represent/defend the case by both the parties was concluded on dated 18.11.2018.
5. After having been concluded the arbitral proceedings the Arbitral Tribunal as per the time limit prescribed in the Code of Civil Procedure, is duty bound to endeavor to prepare and pronounce the judgment viz Award within thirty days from the date on which hearing of the case was concluded. And where it is not practicable for the court/Arbitral Tribunal to pronounce the Award because of exceptional and extra ordinary circumstances of the case, the tribunal shall fix a day for the pronouncement which shall not ordinarily be a day beyond 60 days.
6. But in the instant case the conspectus of the Indian law, there is utter failure of the Arbitral tribunal to regard the sanctity of the Arbitration and Conciliation Act-1996, which has particularly been enacted to be more responsive to contemporary requirements and to resolve the dispute expeditiously, keeping in view the enactment of Act.
7. To make this time restriction more affective a section 29 A has also now been inserted in the Amendment-2015 of the Arbitration and Conciliation Act-1996 to pronounce the Award within one year from the date the Arbitral Tribunal enters upon the reference to Arbitration.

124

For G.R. - Gawar (J. V.)

Authorised Signatory

-3269-

8. The reference to arbitration was entered upon by the tribunal on dated 26.11.2014 and now a period of about Four & a half years has been lapsed but no endeavor is seen in respect to pronouncement of Award.
9. Since the Arbitral Tribunal has become de facto, unable to perform his functions, or for other reasons failed to act towards finality of the Arbitral Award within reasonable time frame, the mandate of the present Arbitral Tribunal stands terminated as per provision under Section-14(1)(A) of Arbitral and Conciliation Act-1996.
10. Equipped with above submissions, the claimant by virtue of the provisions of Arbitration and Conciliation Act-1996 therefore states that the mandate of the Arbitrators shall terminate henceforth from the day of issuing of this communication.
11. Any activity in context to the above said dispute if taken from the date of this letter shall attract unnecessary violation of the Law of the land, for which the members of the Arbitral Tribunal shall be personally responsible. Keeping regards to the constitutional provisions of the Arbitration & Conciliation Act-1996, Indian Contract Act, further proceedings if any in context to the dispute under question shall become void. The members of tribunal are requested not to proceed further in the matter, and hold any further meetings/hearings.

Date : May-17th 2019

Yours faithfully

For G.R. - Gawar (J. V.)


Authorized Signatory
Ravinder Kumar
Authorized Signatory
GR-Gawar (J.V)

Copy to:

1. The Additional Chief Secretary Govt. of Haryana, PWD B&R. (For kind information and necessary action please)
2. Managing Director, HSRDC, Bay No 13-14, Sector-2 Panchkula (For kind information and necessary action please)

For G.R. - Gawar (J. V.)


Authorized Signatory
Ravinder Kumar
Authorized Signatory
GR-Gawar (J.V)

125

GR - GAWAR
(JOINT VENTURE)

GR House,
Hiran Magri, Sector 11,
Udaipur (Raj.) - 313 002
Phone: 0294 - 2487370, 2483033
Fax: 0294 - 2487749

ANNEXURE

(Correspondence Add: - GR-Gawar (JV) C/o Gawar Construction Limited, SF-01, JMD Galleria, Solna Road,
Sector-48, Gurgaon-122001 (Haryana)

Ph. No.: +91-124-4854000 Fax +91-124-4854001 E-mail ID: - sbhatia@gawar.in .

Ref.no- SPL/GR-GAWAR(JV)/1

Dated: May 20th 2019

To,
The Additional Chief Secretary
PWD B&R Haryana
Chandigarh

Sub: In the matter of Arbitration for the work of Construction of "Four
laning of Rohtak Bhiwani road (Km 91.6 to 113.91) & Four laning of
Rohtak Hissar road from Drain no.8 to Bahujamalpur (Km. 79.2 to
86.8) in Rohtak District"

Respected Sir,

This is in reference to letter dated 17th May 2019 (Copy attached), by way of which
it was intimated to your good self that the mandate of the Arbitral tribunal for
adjudication of disputes for the work in subject stands terminated, as award was
not pronounced within reasonable time, and ample time has been consumed by the
arbitral tribunal with no result.

Moreover, the claimant has no faith left in the decision of the Arbitrator(s), as it has
been a constant series of internal hearings, without any result.

In the interest of Justice, and as per agreement between the parties, it is requested
to formulate a fresh arbitral tribunal for adjudication of disputes, by way of
appointing new nominee arbitrator(s) for both the parties. Consequently, the
claimant appoints Er. H.N Singla Chief Engineer (Retd) P.W.D B&R Branch
Haryana, House number A-7 Yamuna Enclave, Panipat 132103. Mobile No.
9416009118 as its nominee Arbitrator.

It is requested to appoint nominee arbitrator of the respondent, as per clause 17 of
the agreement.

Thanking you

For G.R. - Gawar (J. V.)

Authorized Signatory

Ravinder Kumar
Authorized Signatory
GR-Gawar (J.V)

Copy:-

✓ Managing Director, HSRDC, Bay No 13-14, Sector-2 Panchkula (For
kind information and necessary action please)

Company Secretary
HSRDC Panchkula

126

(T)

ANNEXURE - T
Haryana State Roads and Bridges Development Corporation Ltd.
(A State Government Undertaking)
Bays No. 13-14, Sector-2, Panchkula Ph/0172-2585264

No. 2834 /HSRDC

Dated: 22.06.2019

WITHOUT PREJUDICE

To

1. Er. G.R. Goyat, (Retd.) Chief Engineer - Presiding Arbitrator
Irrigation Department Haryana
Flat No. 601, Good Luck Co-Operative Society
CGHS No. 21, Sector-52
Gurgaon -122001, Haryana
2. Er. K.K. Singh, (Retd.) Chief Engineer - Arbitrator
Kothi No. 145, Sector R-9,
Raj Nagar, Ghaziabad- 201002 (U.P.)
3. Er. Ram Mehar, (Retd.) S.E. - Arbitrator
H. No. 788/28, Sundry Sadan
Bharat Colony, Rohtak- 124001 (HR)

Subject:- In the matter of Arbitration of dispute regarding work of construction
"Four lanning of Rohtak Bhiwani Road (Km. 91.6 to 113.91) and for
lanning of Rohtak Hisar road from drain No. 8 to Bahujamalpur (Km. 7
to 86.8) in Rohtak District"

It is to be informed that as decided by the competent authority the mandate of
arbitral tribunal stands terminated on the mutual consent of both parties with immediate effect.

DA/Nil

[Signature]
Dy. General Manager - IV
for Managing Director, HSRDC,
Panchkula

Endst. No. 2835 /HSRDC

Dated 22.06.2019

A copy of above is forwarded to the M/s GR-Gawar (Joint Venture) Co Gawar
Construction Limited SF-01, JMD Galleria, Sohana Road, Sector-48, Gurugram- 122001 for
information.

DA/Nil

[Signature]
Dy. General Manager - IV
for Managing Director, HSRDC,
Panchkula

(127)

Company Secretary
HSRDC, Panchkula

U

ANNEXURE - U

1546



Ref: MBL/2019/0595
Date 03.06.2019

To
The Managing Director,
HSRDC, Panchkula.

Subject:- Construction of approaches of two-lane ROB at Sonapat on Sonapat Pukhas Moi Road at LC No. 29 on Delhi Ambala Railway Line in Sonapat Dist.

Dear Sir,

Kindly refer to our letter no. MBL/2019/0544 dated 22.05.2019

The aforesaid work was substantially completed and same was inaugurated by Hon'ble Chief Minister, Govt. of Haryana on 16th June, 2018 and traffic is plying smoothly on the same since then. One no. staircase and service road bituminous crust work was pending due to site hindrances. As decided by BOD in its meeting, we were required to complete the above mentioned balance work upto 30.04.2019 but due to adverse climate during the month of April, 2019, there were heavy rains on 10.04.2019 to 12.04.2019, further 18.04.2019 to 19.04.2019 and in the last week of April, 2019. Thus, the bituminous work could be carried out only on 02.05.2019. Similarly, the concreting in staircase was done in the mid April, 2019 and due to rainy season the last landing of the staircase could be done on 02.05.2019. The scaffolding and shuttering was open on maturing of RCC work on 20.05.2019 and after cleaning of site, the department has shown the date of completion as 23.05.2019.

Thus from above it is clear that we had worked with full devotion and resources and despite climatic condition which were beyond our control, the work could be completed.

It is requested that the delay mentioned above may be condoned and our withheld LD amount as decided in the BOD meeting, 50% of retention money may kindly be released to enable us to carry out other construction works as liquidated constraints is causing delay and losses.

Thanking you,

Yours faithfully,
For MBL Infrastructures Ltd.

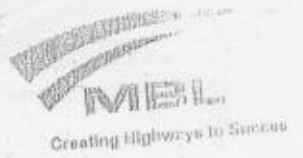
(Hemraj Sharma)
General Manager, Project.

Company Secretary
HSRDC, Panchkula

MBL Infrastructures Ltd.

Registered & Corporate Office: Beant Corporate One, Suite no. 100, 3rd Floor, Plot No. 5, Commercial Centre, Jasola, New Delhi-110026
Tel: +91-11-40503300 - 10, Fax: +91-11-48503320 Email: delhi@mblinfra.com Website: www.mblinfra.com, CIN: L27100DL1998PLC23110

1647



Copy to:

1. The Additional Chief Secretary, PWD, B&R, Haryana, Chandigarh.
2. The Executive Director, HSRDC, Panchkula.
3. The Superintending Engineer, Sonapat Circle, PWD, B&R, Branch, Sonapat.

MEL Infrastructures Ltd.

Registered & Corporate Office : Baani Corporate One, Suite no. 208, 2nd Floor, Plot No. 5, Commercial Centre, Jasola, New Delhi-110 0
Tel. : +91-11-48693300-10; Fax : +91-11-48693320 Email: rdelhi@mbinfra.com Website : www.mbinfra.com CIN: 271090103PLC3384

V

-1650

ANNEXURE-V



**HARYANA PWD (B&R) SONEPAT CIRCLE,
SONEPAT**

To

The Executive Director,
Haryana State Road & Bridges Development Corporation,
Bay No. 13-14, Sector-2, Panchkula (Haryana).

Memo No.:-

188

Dated:-

05-06-19

Subject:-

Construction of approaches for two lane ROB at Sonapat on
Sonapat Pukhas Mol road at LC no. 29 on Delhi Ambala Railway
line in Sonapat Distt.

Ref:-

Your good office memo no. 2598/HSRDC dated 04.06.2019.

82
516
65 J
CP-PWD

In this regard, it is submitted that as reported by DGM-III, HSRDC Sonapat vide his memo No. 664 dated 04.06.2019 that the overall work of the above said ROB as cited as subject has been completed on dated 23.05.2019. Further DGM-III, HSRDC Sonapat has intimated that the reasons quoted and explained by the agency vide his letter no. MBL/2019/0595 dated 03.06.2019 regarding delay in completion of balance bituminous work & staircase work upto 30.04.2019 due to adverse climate conditions, are quite genuine. Hence the matter is being submitted for deciding the case accordingly.

CP-16

DA/Nil

Endst No

Dated

Superintending Engineer,
Sonapat Circle, PWD B&R Br.,
Sonapat.

Copy forwarded to the Deputy General Manager-III, HSRDC, Sonapat for information w.r.t. his letter No. 664 dated 04.06.2019.

DA/ Nil

Superintending Engineer,
Sonapat Circle, PWD B&R Br
Sonapat.

Company Secretary
HSRDC, Panchkula

130

W

ANNEXURE - W

Page 1 of 5

MINUTES OF 75th MEETING OF BOARD OF DIRECTORS OF HARYANA
STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD.
HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF
SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING
AND ROADS) DEPARTMENT ON 05.12.2018

Present:-

- | | | |
|----|--|----------|
| 1. | Sh. Alok Nigam, IAS
Addl. Chief Secretary to Govt. Haryana
Public Works (B&R) Deptt. | Chairman |
| 2. | Sh. Rakesh Manocha,
E-in-C, Hr.PWD B&R cum
Managing Director, HSRDC | Director |
| 3. | Sh. Sunil Saran, IES,
Secretary Finance,
Government Haryana Chandigarh | Director |
| 4. | Ms. Geeta Bharti, IAS
Special Secretary to Government
Haryana Public Works (Building & Roads)
Department Chandigarh | Director |
| 5. | Sh. A.K. Goyal,
Executive Director, HSRDC Panchkula | Director |
| 6. | Sh. Hardeep Mahotra
S/o Late Sh. Charan Das
#573-23, Sector 15,
Faridabad 121002 | Director |

Agenda Item No. 75.01
LEAVE OF ABSENCE

The Board granted leave of absence to Dr. Paratibha Aggarwal, Professor,
Department of Civil Engineering, NIT Kurukshetra.

Agenda Item No. 75.02
TO CONFIRM THE MINUTES OF 74th MEETING OF THE BOARD OF
DIRECTORS

The Minutes of the 74th meeting of the Board of Directors of the
Corporation held on 05.12.2018 are hereby approved and confirmed.

131

Company Secretary
HSRDC, Panchkula

Agenda Item No. 75.15
TO CONSIDER AND APPROVE THE STATUTORY AUDITOR COMMENTS ON FOLLOWING POINTS

Board considered the whole issue and desired that a full time company Secretary may be engaged in HSRDC.

Board further approved to constitute an Audit Committee with the following members:-

1. Sh. Hardeep Mahotra, Independent Director as Chairman of the Committee.
2. Special Secretary to Government Haryana Public Works (Building & Roads) Department Chandigarh
3. Executive Director HSRDC Panchkula.

Agenda Item No. 75.16
REPLACEMENT OF VEHICLES IN LIEU OF OLD VEHICLES BEING USED BY ED HSRDC AND DEPUTY GENERAL MANAGER-III HSRDC SONEPAT

Board approved the agenda item.

Agenda Item No. 75.17
ARBITRATION CASES

Board took note of it. However, the Board observed that this a quasi-judicial process and need not to bring it to the notice of Board, in future.

Supplementary agenda item No. 1
DELAY IN FILING OF ANNUAL RETURN WITH REGISTRAR OF COMPANY

The Board took note of it and approved the agenda item in main Agenda Item-No. 75.15

Supplementary agenda item No. 2
TO CONSIDER THE STATUS OF INCOME TAX FOR THE AY 2016-17

Board took note of it.

Rakesh
(Rakesh Manocha)
E-in-Charge B&R cum
Managing Director, HSRDC

Alok Nigam
(Alok Nigam, IAS)
Addl. Chief Secretary to Government
Haryana Public Works (B&R) Department

Haryana State, ⁶⁶anc Bridges Development Corporation Ltd.
(State Government Undertaking)

3321/HR
14/1/19

-2-

The case for purchase of following 2 no. vehicles was submitted before the Board of Directors for approval and Board of Directors in its 75th meeting held on 05.12.2018 has accorded approval for purchase of following two vehicles, subject to approval of Hon'ble Chief Minister and Finance Department, Haryana :-

1. One Maruti Claz (Petrol) Car with approximate cost of Rs. 4,74,900/- plus taxes for use of Executive Director HSRDC.
2. One Mahindra Bolero Jeep with approximate cost of Rs. 4,54,535/- plus taxes for use of DGM-III HSRDC Sonapat.

The Maruti SX4 (vxi) Car bearing no. HR-03Q-136Q presently being used by Executive Director, HSRDC will be allotted to newly posted Superintending Engineer HSRDC Sonapat.

Accordingly case is submitted for approval of Hon'ble Chief Minister, Haryana and thereafter be sent to Finance Department Haryana for its concurrence.

CS-II
24.12.2018

(Munish Malhotra),
DGM-III HSRDC

(A.K. Goyal)
ED, HSRDC

(Rakesh Manocha)
MD, HSRDC

DGM-III

ED, HSRDC

MD, HSRDC

ACSPW cum Chairman, HSRDC

(Munish Malhotra)
ACSPW cum Chairman, HSRDC

CM would like to know if the vehicles can be obtained through outsourcing under the policy + at rates fixed by D&D.

Rao Narbhe Singh
Public Works (DAI) Minister,
Haryana, Chandigarh

Umasunder
Asst. PSCM

Company Secretary
HSRDC, Panchkula

-67-

(3)

ED CHSRDC)

MD CHSRDC)
14.1.19

15.1.19

DGM III

Pl inform the requested
nécessaire informants as desired
- by Honble CM on the Page no.

16/11

LSH

(139)

Haryana State Roads and Bridges Development Corporation Ltd.
(A State Government Undertaking)

-4-

Subject: Purchase of two new vehicles for the use of Executive Director HSRDC and DGM-III HSRDC Sonapat;

Ref.: Orders of Hon'ble Chief Minister, Haryana, dated 09.01.2019 at NP 2(F/K).

Hon'ble Chief Minister, Haryana has desired to know if the vehicles can be obtained through outsourcing under the policy and at rate fixed by DS&D.

In this connection, it is submitted that the office of DGS&D, Panchkula Haryana has been consulted and dealing Assistant intimated verbally that DGS&D deals with the hiring of cabs through outsourcing and the rate contract have been made for three years with the following three agencies:-

1. M/s. Sakshi Cab India Pvt. Ltd. Delhi (23.07.2018 to 22.07.2021)
2. M/s. Astha Tours and Travels, Lucknow. (23.07.2018 to 22.07.2021)
3. M/s. Chanson Motors Pvt. Ltd., New Delhi (07.08.2018 to 22.07.2021)

The copies of Rate Contracts downloaded from the website of DGS&D are placed below at Flag-C & D. These Rate Contracts are for outsourcing of vehicles required by various Departments / Boards / Corporation etc. across the Haryana State.

But in this case, the Corporation (HSRDC) wants to replace the old vehicles for use of Executive Director, HSRDC and DGM-III HSRDC Sonapat. This has been approved accorded by Board of Directors, HSRDC in its 75th meeting held on 05.12.2018:-

1. One new Maruti Ciaz (Petrol) Car for use of ED, HSRDC
2. One new Mahendra Bolero Jeep for use of DGM-III HSRDC Sonapat.

The Maruti SX 4 (VXI) Car bearing no. HR-3Q-1360 presently being used by Executive Director, HSRDC will be allotted to newly posted Superintending Engineer HSRDC Panchkula.

As both the vehicles are required for regular use of officers, so it will not be desirable to obtain the vehicle through outsourcing under the policy and at rates fixed by DGS&D, Haryana.

In view of above, case is submitted for consideration and further orders please.

CS-II

22.01.2019

DGM-III case resubmitted for kind information as mentioned above at A1 and for according approval for purchase of one new Maruti Ciaz (Petrol) for use of ED, HSRDC and one Mahendra Bolero Jeep for DGM-III Sonapat.

ED, HSRDC

MD HSRDC

MD HSRDC

MD HSRDC

-69-

(5)

6693/nr.
1/02/19

with reference to Order dt. 9.01.2019 of
Honble CM (np-2), the case is submitted with
submissions as on np-4

157

~~ACSPW~~

PWK

[Signature]
23/1/19
(Alok Migam), IAS
ACSPW (B&R) & Architecture Deptt.

[Signature]
23/10/19

6693
24-01-19
01/2/19

[Signature]

CM has approved
as proposed.

24-1-2019

Rao Harpal Singh
Public Works (B&R) Minister
Haryana, Chandigarh

[Signature]
(Rajesh Khullar)
PSCM

O/o PSCM
No. (F) 507
Date 29/1/19

PWK (Buz)
25/1/19
ACSPW

Recd on 19/1/19

MD/HSRDC

ED/HSRDC
1.2.19

DGM III

01/2/2019

[Signature]
1/2/19

[Signature]
5/2

[Signature]
Company Secretary
HSRDC, Panchkula

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**MINUTES
OF
78th MEETING
OF
BOARD OF DIRECTORS
OF
HARYANA STATE ROADS AND BRIDGES
DEVELOPMENT CORPORATION LTD.**

HELD ON

DAY : WEDNESDAY

DATE : 26.06.2019

TIME : 12:00 PM

**IN THE OFFICE OF CHAIRMAN, HSRDC-CUM-
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT,
HARYANA PUBLIC WORKS (BUILDINGS AND ROADS)
DEPTT., ROOM NO.306, 3rd FLOOR, NEW SECRETARIAT
BUILDING, SECTOR-17, CHANDIGARH**


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

MINUTES OF 78th MEETING OF BOARD OF DIRECTORS OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD ON 26.06.2019 AT 12:00P.M UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDINGS AND ROADS) DEPARTMENT-CUM-CHAIRMAN, HSRDC

Directors Present at the Meeting:

1.	Sh. Alok Nigam, IAS Additional Chief Secretary to Govt. Haryana PWD(B&R)- cum- Chairman, HSRDC	Chairman	Present
2.	Sh. Rakesh Manocha, E-in-C, Haryana PWD(B&R)-cum- Managing Director, HSRDC	Director	Present
3.	Sh. Sunil Saran, IES , Secretary Finance, Government of Haryana, Chandigarh- Cum-Non-Executive Director, HSRDC	Director	On Leave
4.	Smt. Geeta Bharti, IAS , Special Secretary to Government, Haryana PWD(B&R)- cum- Non-Executive Director, HSRDC	Director	Present
5.	Sh. A.K. Goel , Executive Director, HSRDC	Director	Present
6.	Sh. Hardeep Kumar Mahotra Businessman-cum- Independent Director, HSRDC	Director	Present
7.	Dr. Paratibha Aggarwal, Professor, Deptt.of Civil Engineering, NIIT Kurukshetra-cum- Independent Director, HSRDC	Director	On Leave

Chairman of the Meeting

Sh. Alok Nigam, IAS, Additional Chief Secretary to Govt. Haryana PWD(B&R)-cum-Chairman, HSRDC chaired the 78th Meeting of Board of Directors.

Confirmation of Quorum

After ascertaining that the requisite number of Directors was present to form the quorum, the Chairman declared that the meeting is open and conveyed the agenda of Meeting to present members of the Board and the same was taken as read with consent of the members.

The Minutes of 78th Meeting of Board of Directors are presented hereunder:


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No.78.01 LEAVE OF ABSENCE

The Board granted leave of absence to two directors Mr. Sunil Saran, IES, Secretary Finance, Government of Haryana, Chandigarh-cum-Director, HSRDC & Dr. Paratibha Aggarwal, Professor, Department of Civil Engineering, NIIT Kurukshetra-cum-Independent Director, HSRDC.

Agenda Item No. 78.02 TO CONFIRM THE MINUTES OF 77th MEETING OF THE BOARD OF DIRECTORS

The Board of Directors approved and confirmed the Minutes of the 77th meeting of the Board of Directors of the Corporation held on 24.04.2019 and passed the following resolution:-

“RESOLVED THAT the minutes of the 77th Meeting of the Board of Directors of the Corporation held on 24.04.2019 be and are hereby approved and confirmed.”

Agenda Item No. 78.03

FOLLOW UP ACTION ON THE DECISION TAKEN IN THE PREVIOUS BOARD MEETINGS OF BOARD, HSRDC HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS) DEPARTMENT.

Board took note of it.

Agenda item no. 78.04: EPC PROJECTS

Board took note of it.

Agenda item no. 78.05: NEW NCR PROJECTS

Board took note of it.

Agenda item no. 78.06: PROJECTS UNDER HEAD 5054-R&B (PLAN)

Board took note of it.


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda item no. 78.07:

EXTENSION OF TERM OF CONTRACT- POST FACTO APPROVAL

Board considered the agenda item and accorded post-facto approval to extension of term of contract of HSRDC staff members as mentioned in the agenda item.

Agenda item no. 78.07(A)

APPROVAL FOR EXTENSION OF TERM OF CONTRACT OF HSRDC STAFF

Board approved the agenda item in respect of extension of term of contract HSRDC staff members as mentioned at 78.07A(i) and 78.07A(iii).

Regarding agenda item 78.07 (A)(ii) for extension of term of contract of Sh.M.K.Bhatia, the Board of Directors suggested to write to PW (B&R) Department to fill up the post of Superintendent by way of deputation from PW(B&R) Department.

Agenda item no. 78.07(B)

EXTENSION OF TERM OF CONTRACT- POST FACTO APPROVAL

Board considered the agenda item and accorded post-facto approval to extension of term of contract of HSRDC staff members as mentioned in the agenda item.

Agenda item no. 78.08:

APPROVAL OF RELEASE OF ESTIMATED AMOUNT FOR INSTALLATION OF NEW 2 AIR CONDITIONERS IN THE CORPORATION

Board considered and approved the agenda item.

Agenda item no. 78.09:

APPROVAL OF RELEASE OF ESTIMATED AMOUNT FOR PROVIDING AND FIXING ALUMINUM PARTITION IN OFFICE ROOM OF HSRDC

Board considered and approved the agenda item

Agenda item no. 78.10:

TO TAKE NOTE OF ENGAGEMENT OF 2 DRIVERS ON CONTRACT BASIS UNDER OUTSOURCING POLICY PART-I

Board took note of it.


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda item no. 76.11:

TO DESIGNATE DGM-III AS AUTHORISED SIGNATORY FOR GST PURPOSES

Board considered and approved the agenda item. Following resolution was passed to this effect unanimously by all Board members present at the meeting:

“RESOLVED THAT the Board of Directors do hereby appoint Sh. Munish Malhotra, DGM-III of the Corporation, as Authorized Signatory for registration of HSRDC on the Goods and Service Tax (GST) System Portal and to sign and submit various documents electronically and/or physically and to make applications, communications, representations, modifications or alterations on behalf of the Company before the Central GST and/or the concerned State GST authorities as and when required.

“FURTHER RESOLVED THAT Sh. Munish Malhotra DGM III, be and is hereby authorized on behalf of the company to sign the returns, documents, letters, correspondences etc. and to represent on behalf of the Corporation, for assessments, appeals or otherwise before the goods and service tax authorities as and when required.

Agenda item no. 78.12:

TO SANCTION RELEASE OF FUNDS FOR CORPORATE SOCIAL RESPONSIBILITY (CSR) ACTIVITIES AND TO ACCORD NECESSARY APPROVALS

Board considered and approved the agenda item. In addition to the proposed CSR activity of development and maintenance of trees, plants and shrubs on Haryana state roadsides, the Board desired that Corporation should explore more possibilities of doing some commendable society welfare jobs also that may include upliftment of poor, eradication of hunger & poverty, women empowerment, promotion of education and betterment of health of less privileged section of the society.

Agenda item no. 78.13:

TO APPROVE CONSTITUTION OF AUDIT COMMITTEE AS PER SECTION 177 OF COMPANIES ACT, 2013

Board considered the agenda item and approved the names of two independent directors to be included in the Audit Committee members. Regarding the third member, the Board recommended the name of Sh. Sunil Saran, Secretary Finance, Government Haryana Chandigarh-cum-Director, HSRDC, being a director having expertise in accounts and finance related matters. The Board also appointed Sh. Hardeep Kumar Mahotra (Independent Director) as Chairman of Audit Committee, HSRDC.


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Following resolution was passed to this effect unanimously by all Board members present at the meeting:

“RESOLVED THAT in pursuance to section 177 of the Companies Act, 2013, an Audit Committee be and is hereby constituted with the following members:

1. Sh. Sunil Saran, Non-Executive Director of HSRDC
2. Sh. Hardeep Kumar Mahotra, Independent Director (Chairman)
3. Smt. Paratibha Aggarwal, Independent Director

“FURTHER RESOLVED THAT any member of this Committee ceasing to be a director shall also cease to be a member of the audit committee.

“FURTHER RESOLVED THAT the committee be and is hereby vested with all the responsibilities as given under Companies Act, 2013 in respect of the same.”

Agenda Item No. 78.14

TO APPROVE CONSTITUTION OF NOMINATION & REMUNERATION COMMITTEE (NRC) AS PER SECTION 178 OF COMPANIES ACT, 2013

Board considered the agenda item and approved the constitution of Committee as proposed in the agenda. The Board also appointed Sh. Hardeep Kumar Mahotra (Independent Director) as Chairman of Nomination & Remuneration Committee, HSRDC.

Following resolution was passed to this effect unanimously by all Board members present at the meeting:

“RESOLVED THAT in pursuance to section 178 of the Companies Act, 2013, a Nomination and Remuneration Committee be and is hereby constituted with the following members:

1. Smt. Geeta Bharti (Non-Executive Director)
2. Smt. Paratibha Aggarwal (Independent Director)
3. Sh. Hardeep Kumar Mahotra (Independent Director) (Committee Chairman)

“FURTHER RESOLVED THAT any member of this Committee ceasing to be a director shall also cease to be a member of the Nomination and Remuneration Committee.

“FURTHER RESOLVED THAT the committee be and is hereby vested with all the responsibilities as given under Companies Act, 2013 in respect of the same.”


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No. 78.15

TO APPROVE THE ENGAGEMENT OF SECRETARIAL AUDITOR OF HSRDC

Board considered and approved the agenda item and desired the Corporation to call for written quotations for conducting 'Secretarial Audit' from Independently Practicing Company Secretaries in and around the city in order to engage the Secretarial Auditor of HSRDC as per provisions of Section 204 of Companies Act, 2013.

Agenda Item No. 78.16

TO TAKE NOTE OF APPOINTMENT OF STATUTORY AUDITOR OF THE CORPORATION FOR F.Y. 2018-19

Board considered and approved the agenda item and following resolution was passed to this effect unanimously by all Board members present at the meeting:

"RESOLVED THAT pursuant to provision of section 139 of the Companies Act 2013 (as amended or re-enacted from time to time) and other applicable provision of the companies Act 2013, the consent of the Board be and is hereby accorded for appointment of M Kamal Mahajan & Co. LLP as the statutory auditor of the company for the financial year 2018-19 on the terms and conditions of appointment as stipulated by CAG in this regard."

Agenda Item No. 78.17

TO TAKE NOTE OF FORM MBP-1 RECEIVED FROM DIRECTORS OF HSRDC

Board considered and approved the agenda item and following resolution was passed to this effect unanimously by all Board members present at the meeting:

"RESOLVED THAT pursuant to the provisions of Section 184(1) of the Companies Act, 2013 read with rule 9(1) of The Companies (Meetings of Board And its Powers) Rules, 2014, the notices of disclosure of interest or concern in Form MBP-1 received from directors of the Company as placed before the meeting be and are hereby noted and taken on record by the Board."

"FURTHER RESOLVED THAT Ms. Dolly Gaur, Company Secretary, be and is hereby authorized to certify and file Form MGT-14 with Registrar of Companies, Delhi and to do such acts, deeds and things as may be considered necessary and appropriate to give effect to the above resolution."


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No. 78.18

TO TAKE NOTE OF FORM DIR-8 RECEIVED FROM DIRECTORS OF HSRDC

Board considered and approved the agenda item and following resolution was passed to this effect unanimously by all Board members present at the meeting:

"RESOLVED THAT confirmations in Form DIR-8 under section 164(2) of the Company Act 2013 as submitted by Directors of the Corporation be and are hereby taken on record".

"FURTHER RESOLVED THAT Ms. Dolly Gaur, Company Secretary, be and is hereby authorized to certify and file Form MGT-14 with Registrar of Companies, Delhi and to do such acts, deeds and things as may be considered necessary and appropriate to give effect to the above resolution."

Agenda Item No. 78.19

TO CONSIDER AND APPROVE THE RE-APPOINTMENT OF M/S RAJIV MITTAL & CO., CHARTERED ACCOUNTANTS AS TAX AUDITORS FOR F.Y 2018-19

Board took note of it and desired that before approval, the terms & conditions of appointment of M/s Rajiv Mittal & Co., Chartered Accountants be checked and put up in the next meeting of Board of Directors, HSRDC for considering his re-appointment as Tax Auditor for F.Y 2018-19

Agenda Item No. 78.20

EXTENSION OF CONTRACTUAL PERIOD OF M/S P.K. BHASIN & ASSOCIATES CHARTERED ACCOUNTANTS, INTERNAL AUDITORS OF THE CORPORATION FOR THE FINANCIAL YEAR 2019-20

Board took note of it and desired that before approval, the terms & conditions of appointment of M/s P.K. Bhasin & Associates, Chartered Accountants be checked and put up in the next meeting of Board of Directors, HSRDC for considering his reappointment as Internal Auditor for F.Y 2019-20.

Agenda Item No. 78.21

TO TAKE NOTE OF STATUS OF COMPANY SECRETARIAL WORK DURING THE FIRST QUARTER OF F.Y.2019-20

Board took note of it.


Company Secretary
HSRDC, Patancheru

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No. 78.22

TO ACCORD SANCTION FOR THE POST OF COMPANY SECRETARY IN HSRDC

Board took note of it and desired the Corporation to write to Finance Department, Haryana for creation of one sanctioned post of Company Secretary in HSRDC as it is mandatory under Section 203 of Companies Act, 2013.

Agenda Item No. 78.23

TO TAKE NOTE OF THE STATUS OF INCOME TAX CASES

Board took note of it and desired that the latest status of all Income Tax cases of the Corporation be intimated to Board by Chartered Accountant, HSRDC.

Agenda Item No. 78.24

GRANT OF MATERNITY LEAVE TO MS. JYOTI SHARMA, PROGRAMMER

Board considered and approved the agenda item.

Agenda Item No. 78.25

PAYMENT OF ADVANCE TAX FOR THE 1ST QUARTER OF FINANCIAL YEAR 2019-2020

Board took note of it.

Agenda Item No. 78.26

TO APPROVE REIMBURSEMENT OF MEDICAL TREATMENT EXPENSES OF HSRDC EMPLOYEES ON THE PATTERN OF HARYANA GOVERNMENT

Board considered and approved the agenda item only for regular employees of the Corporation. As regards reimbursement of medical expenses to employees posted on deputation basis, the Board desired that the clause of reimbursement of medical expenses of such employees be included in the terms of deputation of such employees.

Agenda Item No. 78.27

TO ACCORD POST -FACTO SANCTION OF PROVIDING ADDITIONAL CHARGE OF CHIEF FINANCIAL OFFICER TO INCUMBENT ACCOUNTS OFFICER.

Board considered the agenda item and accorded post-facto approval to provision of additional charge of Chief Financial Officer to incumbent Accounts Officer Sh.B.D.Mehta.


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No. 78.28

REGARDING FILING OF ANNUAL RETURN AND FINANCIAL STATEMENTS FILING WITH REGISTRAR OF COMPANIES (ROC) FOR PREVIOUS 3 YEARS

Board took note of it and directed the Corporation to take action on account of additional fees paid for late filing of Annual ROC return and financial statements filing by CS.Vishal Arora. Further, the Board decided not to pay any fees to CS.Vishal Arora.

Agenda Item No. 78.29

TO GIVE POST-FACTO APPROVAL OF BOARD OF DIRECTORS TO FOLLOWING RESOLUTION FOR APPOINTMENT OF COMPANY SECRETARY

Board considered the agenda item and accorded post-facto approval to following resolution for appointment of Company Secretary in HSRDC:

“RESOLVED THAT pursuant to Section 2(51) and Section 203 read with rule made there under and other applicable provisions of Companies Act, 2013 (Including any statutory modifications or re-enactment thereof), for the time being in force Mrs. Dolly Gaur (bearing Membership no. A33642) be and is hereby appointed as Company Secretary of the Company to perform the duties required to be performed by a Company Secretary designated as Key Managerial Personnel with effect from 1st April, 2019, at a monthly remuneration of Rs. 40,000 per month.”

“RESOLVED FURTHER THAT the remuneration payable to Mrs. Dolly Gaur may be revised by the Board of Directors as and when it is considered necessary.”

“RESOLVED FURTHER THAT Mrs. Dolly Gaur be, and is hereby authorized to digitally sign and submit all necessary e-Forms with the Registrar of Companies (ROC), Delhi and to do all such acts, deeds and things as may be necessary to give effect to the above resolution”.

Agenda Item No. 78.30

TO APPROVE INSTALLATION OF LIFT AT HSRDC OFFICE BUILDING

Board considered and approved the agenda item for installation of lift in the Office building of HSRDC.


Company Secretary
HSRDC, Panchkula

MINUTES OF 78TH MEETING OF BOARD OF DIRECTORS

Agenda Item No. 78.31

MATTER OF ARBITRATION FOR THE WORK OF IMPROVEMENT OF PUNHANA JURHERA ROAD AND PROVIDING SERVICE LANE AND DRAINS ON GURUGRAM NUH ALWAR ROAD IN GURUGRAM AND MEWAT DISTRICT.

Board considered the matter and accorded post-facto approval to the said agenda item.

Agenda Item No. 78.32

ARBITRATION IN RESPECT OF WORK NAMELY - CONSTRUCTION OF 4 LANNING OF ROHTAK BHIWANI ROAD (KM 91.6 TO 113.91) AND 4 LANNING OF ROHTAK HISAR ROAD FROM DRAIN NO. 8 TO BAHUJAMALPUR (KM 79.2 TO 86.8) IN ROHTAK DISTRICT

Board considered the matter and accorded post-facto approval to the said agenda item.

Agenda Item No. 78.33

CONSTRUCTION OF TWO LANES ROB ON SONIPAT PURKHAS MOI ROAD AT LC NO. 29 ON DELHI AMBALA RAILWAY LINE IN SONIPAT DISTRICT

Board considered the matter of accepting the date of completion of work as 23.05.2019 by condoning the delay of 23 days in completion of work by contractor due to circumstances beyond his control and approved the said agenda item.

Agenda Item No. 78.34

PURCHASE OF TWO NEW VEHICLES FOR THE USE OF EXECUTIVE DIRECTOR HSRDC AND DGM-III HSRDC SONEPAT

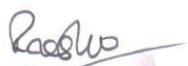
Board took note of it and desired the Corporation to check if approval of any other authority is also required before purchase of two new cars as mentioned in the said agenda item.

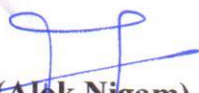
Vote of Thanks

There, being no other business, the 78th Meeting of Board of Directors, HSRDC ended at 01:00 p.m with a vote of thanks to the Chair.

Date: 03.07.2019

Place: Chandigarh


(Rakesh Manocha)
E-in-C PWD (B&R)
-cum-MD, HSRDC


(Alok Nigam)
ACS to Govt. Haryana PWD B&R
-cum-Chairman, HSRDC


Company Secretary
HSRDC, Panchkula