

**Minutes of the 31<sup>st</sup> meeting of PWRDA held on 10.11.2021 at 3.00 PM in the Committee Room of PWRDA under the Chairmanship of Shri Karan Avtar Singh, Chairperson, PWRDA.**

The Meeting was attended by Shri Sushil Gupta, Member. Shri Surinder Singh Kukal, Member attended the meeting through VC.

Shri A.S.Miglani, Secretary and Shri JK Jain, Senior Manager, were in attendance.

**Item No. 31.01: Confirmation of the Minutes of 29<sup>th</sup> and 30<sup>th</sup> meeting of PWRDA.**

Confirmed.

**Item No. 31.02: Action Taken Report.**

*Item No. 29.03: Recruitment of staff:*

Noted. A separate agenda item will be put up in the next meeting.

*Item No. 29.04: To approve sitting fee, TA/DA rates for attending the meeting of Advisory Committee on Water Resources by the Non-Official Members.*

Noted.

*Item No. 29.05: Assistance to PPCB for performing the work of Implementing Agency.*

Noted, this matter is being considered separately in Item 31.03.

*Item No. 30.03: Hiring of Motor Vehicles.*

Noted.

*Item No. 30.04: Exclusion of Punjab from the list of States being regulated by CGWA in Notification dated 24.09.2020 issued by Ministry of Jal Shakti, Government of India.*

Noted.

*Item No. 30.05: Inclusion of data on Dynamic Groundwater Resources of Punjab as on 31.03.2020 received from Chief Engineer, Ground Water-cum-Coordinator NHP, Water Resources under Annexure I of Punjab Directions for Groundwater Extraction and Conservation, 2021.*

Noted.

*Item No. 30.6: Regarding approval of Punjab Directions for Groundwater Extraction & Conservation, 2021.*

Noted.

**Item No. 31.03: To decide further course of action in the light of letter dated 21.10.2021 received from PPCB regarding designation of Implementing Agency (IA):**

The Groundwater Directions when notified will require a large number of water users across the state to seek permission for extraction of groundwater. The workload of processing all these permission applications in a timely manner, granting permissions, implementing directions, ensuring compliance by water users etc. definitely requires an implementing agency to be in place when the Directions are notified. Since the matter is very urgent the Government may resolve the issues raised by PPCB at the earliest.

**Item No. 31.04: Approval of Tender Document for Support Services**

The Authority decided that:

1. Tender value be fixed at Rs. 2.40 crore per annum.
2. The EMD to be taken from the bidders is fixed at Rs. 4.80 lakh (i.e. 2% of the Tender value) as provided in the Procurement Manual of Punjab Water Supply & Sanitation Department 2019.
3. The Authority observed that as per Procurement Manual of Punjab Water Supply & Sanitation Department 2019 & Punjab PWD B&R Procurement Manual, the Performance Bank Guarantee is to be fixed at 5% of tender value. The Government of India Procurement Manual 2017, also stipulates Performance Bank Guarantee @ 5% of the tender value. However, vide Government of India Department of Expenditure instructions Dated 12/11/2020 the Performance Bank Guarantee to be taken from the bidder has been reduced to 3% of the value of contract. PBG of 3% is adopted because it is more appropriate for this Service Contract which is of a repetitive nature. On the other hand, the PWD Manuals focus on work contracts that are of a cumulative nature. Accordingly, PBG for a successful bidder is fixed Rs 7.20 Lakh i.e 3% of the tender value.
4. Regarding the eligibility and qualification criteria in para 5 of the bid document, the Authority observed that the value of similar services provided is on an annual basis & decided that the bidder:
  - a) Should have minimum annual turnover of Rs. 1.20 crore each in any three financial years out of the last five financial years ending March 2017 from activities related to supply of manpower or providing of support services, and
  - b) Should possess minimum experience of five years in providing personnel/support services. Further, the Bidder should have satisfactorily completed in the last five years one similar work of the value not less than Rs 1.92 crore or two similar works not less than Rs. 1.20 crore or three similar works of not less than Rs. 96.00 lakh.
5. Shri J.K. Jain, Senior Manager (Admn. & Coord.) was authorized to sign the contract and all documents relating to the tender process.
6. The following committee was constituted to carry out the bid evaluation and other steps regarding the tender mentioned in the tender document:
  - i) Shri J.K. Jain, Senior Manager (Admn. & Coord.) : Chairman

ii) Shri Jobanpreet Singh, XEN : Member

iii) Shri Som Nath Bhatt, Manager (Accounts): Member/Convener.

7. Regarding dispute resolution mentioned in para 39, the word Chairman be replaced with Secretary.
8. Regarding initial period of contract in Para 1 "three years" be replaced with "one year".
9. The Authority approved in principle the bid document attached with the agenda but suggested some minor changes in the same. Chairperson, PWRDA was authorized to approve the final tender document.

**Item No. 31.05: Recruitment of Staff on Contract Basis.**

The Authority approved as under:

A) ADO assisted by the office staff will scrutinize the applications and prepare post wise lists of eligible and non-eligible candidates.

B) The following Committees were constituted.

(i) For Managerial & Professional category of posts:

Secretary PWRDA: Chairman

Senior Manager (A&C): Member

XEN Shri Jobanpreet: Member

(ii) For all other lower posts:

Senior Manager (A&C): Chairman

XEN Shri Jobanpreet: Member

ADO: Member

C) The above committees will examine the lists prepared by the office and recommend names of up to 3 suitable candidates for each post on the basis of qualification, experience & such other relevant criteria that the committee may deem fit.

D) The recommendations of the Committee for the post i.e. Managerial & Professional category will be put up to the Authority for final selection.

E) The recommendations of the Committee for the lower posts will be put up to the Secretary for final selection.

**Item No. 31.06: QUARTERLY ACCOUNT STATEMENT for the quarter ending 30 September, 2021.**

Noted.

Meeting ended with a vote of Thanks to the Chair.

ਓਫਿਸ ਦੀ ਸਿਮਤ ਨੰ: 36543 ਦੇ  
ਰੋਡ 417 ਸਿਤੀ 23.11.2021 ਚਾਕੀ  
ਫੋਕਲੋਰਲ ਸੀ ਏ ਖੋਲ੍ਹੀ  
ਗਿਲਾ

ਸੁਪਰਡੈਂਟ  
ਪੰਜਾਬ ਜਲ ਨਿਯੰਤਰਣ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ