

**PROCEEDINGS OF THE 3<sup>RD</sup> MEETING OF THE BOARD OF TRUSTEES OF ODISHA URBAN INFRASTRUCTURE DEVELOPMENT FUND HELD UNDER THE CHAIRMANSHIP OF CHIEF SECRETARY, ODISHA ON 31.08.2013 AT 5:00 PM.**

Members Present: - As per list annexed.

At the outset the Special Secretary, H & UD Department and Ex-officio Secretary, OUIDF welcomed the Chief Secretary & Chairperson, Board of Trustees as well as other Trustee of OUIDF and representative of KfW-Germany and ICRA Management Consulting Service Ltd (IMaCS). After detailed discussions, the following agenda-wise decisions were taken:

**Agenda-1:** *Confirmation and action taken report on the decisions of the last meeting.*

- 1.1: Proceeding of the 2<sup>nd</sup> meeting of the Board of Trustees of OUIDF was confirmed.
- 1.2: The Board of Trustees noted the Action Taken Report submitted by the Trust Secretariat. The Board directed that a draft Lending Policy of OUIDF and draft Agreement for loan/grant from OUIDF should be prepared on priority basis for consideration of the Board.

**Agenda-2:** *Approval of the revised RFP Bid Document for engagement of Asset Management Company(AMC) and interim arrangement thereof.*

- 2.1: The Board, after detailed deliberations, approved in-principle the revised RFP documents with the following key changes.
  - Setting up of a SPV company/ equity stake to be optional.
  - Incentive structure to be linked with performance.
  - Single stage RFP process to be followed by a QCBS evaluation system with 70:30 for technical and financial aspects respectively.
  - Technical evaluation of the proposal should be included with pass-fail system with 70% as the minimum qualifying percentage.
- 2.2: Appointment of Shri Badri Prasad Rayaguru, Ex- Joint General Manager (OSFC) as Sr. Consultant (Project Dev.) on contract basis for a period of 1(one) year was approved under Project Development Fund (PDF) of OUIDF.
- 2.3: The proposal of IMaCS for need based support of two Professionals for OUIDF under PDF assistance was approved in principle subject to the condition that

the terms of engagement will be decided by H&UD Department in consultation with KfW.

- 2.4: The Chairperson, OUIDF directed that the appointment of Asset Management Company should be completed within three months' time.

**Agenda-3:** *Ex-post facto approval for OUIDF funding of Morden Slaughter House at Gadakana, BBSR developed by Bhubaneswar Municipal Corporation:*

- 3.1 to 3.3: The Board approved OUIDF funding of Rs. 434.54 lakh on 50:50 loan cum grant basis to the proposal of Bhubaneswar Municipal Corporation (BMC) Slaughter House Project at Gadakana as proposed in the agenda.

- 3.4 As regards rate of interest, it was decided to charge 10% simple interest and grant a concession of 2% for timely payment of instalments.

**Agenda-4:** *Work plan of OUIDF for the financial year 2013-14.*

- 4.1 to 4.3: The Board discussed the details of projects proposed for funding from OUIDF and accorded in-principle approval to the Trust Secretariat for further consultation with project proponents and to submit to the Board for its final approval after seeking NOC from KfW. It was decided that maximum permissible finance from OUIDF may be considered for the Affordable Housing Projects of Bhubaneswar Development Authority (BDA) that are linked to slum rehabilitation.

- 4.4: The Board directed that the authority concerned who shall receive loan and/or grant assistance from OUIDF shall open a separate account for each of the project sanctioned.

**Agenda-5:** *Enplanement of Consulting Firms for OUIDF.:*

- 5.1: The Board approved that the listed Firms/ Consultants who are already empanelled by the Ministry of Urban Development, Govt. of India may be considered for preparation of DPRs by inviting financial bids from them.
- 5.2: The Board advised the Trust Secretariat to initiate a competitive and transparent bid process for empanelment of consultants for OUIDF to meet the long term requirement of DPR preparation and Transaction Advisory support.
- 5.3: The Chief Secretary and Chairperson, Board of Trustees OUIDF advised to identify good number of projects and take steps for preparation of DPRs.

**Agenda- 6:** *Approval for appointment of Officials in the Trust Secretariat:*

5.3: The Board approved the appointment of Administrative Officer, Financial Advisor, Executive Secretary and 3 Stenographers in the Trust Secretariat.

**Agenda-7:** *Delegation of Financial powers to the Officers of OUIDF:*

- 7.1 The Board approved delegation of certain financial powers to the Chairperson and other officials as specified at Annex-II of the proceeding.
- 7.2 The Board also approved the following administrative arrangements and channel of submission for smooth functioning of OUIDF.
- (i) The Administrative Officer will act as Head of the Office for day to day functioning of the Trust.
  - (ii) The Secretary, OUIDF will be the Chief Executive Officer of OUIDF with the financial and administrative powers as per delegation by the Board of Trustee.
  - (iii) The ACS/ Pr. Secretary/ Secretary in-charge of H&UD Department shall be administrative authority of OUIDF.
  - (iv) All proposals and files for the purpose of approval/ sanction by Chairperson, OUIDF may be submitted through the ACS/ Pr. Secretary/ Secretary in-charge of Housing & Urban Development Department and Ex-Officio Trustee of OUIDF through single file system.

**Agenda:8:** *Opening of New Bank Account of OUIDF:*

- 8.1 The following proposals were approved by the Board:
- i) To open a separate Account at SBI, Fortune Towers for administrative and establishment expenses of OUIDF with an initial corpus of Rs. 25.00 lakhs from main account in the secretariat branch. Later a sum of Rs. 20.00 lakhs may be transferred to the said account from SBI, secretariat branch at quarterly intervals.
  - ii) All Cheques up to Rs. 20.00 lakhs shall have joint signatures of Financial Advisor and Secretary& CEO, OUIDF. For cheques of Rs. 20.00 lakhs and above it shall bear joint signatures of Secretary& CEO, OUIDF and ACS/ Pr. Secretary/ Secretary in-Charge of H & UD Department & Ex-Officio Trustee of OUIDF

- iii) A supplementary budget head with provision of Rs. 50.00 lakhs may be provided by the H&UD Department in Revised Estimate of 2013-14 towards Administrative & Services charges of OUIDF.

**Agenda-9:** *Any other item*

9.1 The Board approved the proposal for induction of Development Commissioner cum Additional Chief Secretary, Government of Odisha as a Trustee in the Board of Trustee of OUIDF.

The Meeting ended with vote of thanks to the Chair, Trustees and members present.



(J.K. Mohapatra)

Chief Secretary, Odisha  
& Chairperson, OUIDF  
Board of Trustees

**List of Trustees Present**

1. Shri J.K.Mohapatra, Chief Secretary, Odisha and Chairperson, OUIDF Trust
2. Shri I. Srinivas, Development Commissioner-cum-ACS & A.C.S, H&UD Department and Trustee, OUIDF
3. Shri U.N.Behera, Additional Chief Secretary, Finance & Trustee, OUIDF
4. Shri Vishal Dev, Vice-Chairman, Bhubaneswar Development Authority & Trustee, OUIDF
5. Shri Rajib Sekhar Sahoo, Trustee, OUIDF

**Other Officials and Special Invitees**

1. Shri Sisir Kumar Ratho, Secretary & CEO, OUIDF
2. Shri Kurt Strasser, Senior Project Specialist, KfW Development Bank
3. Shri Anirban Kundu, Senior Project Specialist, KfW Development Bank
4. Shri Rajendra Kumar Mohanty, Administrative Officer, OUIDF
5. Shri Ram Chandra Kar, Financial Advisor, OUIDF
6. Shri Abhilash Verma, Manager, IMaCS

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## APPROVED DELEGATION OF FINANCIAL POWERS IN OUIDF

Sl.No.	Item	Chairperson, Board of Trustees	Secretary & CEO, OUIDF	Administrative Officer, OUIDF
1.	Contingent Expenditure (i) Recurring (ii) Non-Recurring	Full Full	Full Full	Rs.0.50 lakh each case Rs.1.00 lakh each case
(a)	Fixture & Furniture	Full	Rs.5.00 lakhs	Rs.0.30 lakh
(b)	Freight & demurrage	Full	Rs.0.25 lakhs	Freight - Rs.0.10 lakh Demrg. - Rs.0.05 lakh
(c)	Hire of Office Furniture	Full	Rs.0.10 lakhs	--
(d)	Reimbursement of Legal Expenditure	Full	Rs.1.00 lakhs	--
(e)	Municipal rates and taxes, Water Tax, Electricity charges	Full	Full	Full
(f)	Repairs and Petty Work	Full	Rs.1 lakh in each case	--
(i)	Purchase of new equipment and apparatus	Full	Rs.1.00 lakh in each case	Rs.0.20 lakh in each case
(j)	Sanction of lunch dinner, and entertainment	Full	Rs.7.5 lakhs	--
(k)	Purchase of Xerox machine	No limit	Maximum 2 machines	--
(l)	Purchase of Computer/ Laptop	Full	Full	--
(m)	Hiring of vehicle	Full	Full	

2.	Contract for Procurement of Goods	Full	Full	--
3.	Engagement of Consultants	Full	Rs.100 lakhs	--
4.	Outsourcing of services	Full	Full	--
5.	Power to write of losses	Full	Rs.2 Lakhs	--
6.	Local purchase of stationary	Full	Full	Rs.1.00 lakh per year
7.	Postage, speed post, courier payment	Full	Full	Rs.1.00 lakh per year
8.	Office Expenses (salary and non-salary expenses)	Full	Full	--
9.	Payment to manpower service provider	Full	Full	--
10.	Travel expenses on Tour i.e., accommodation in appropriate class of hotel, car hire for conveyance and tickets in air/rly/bus/car as per requirement	Full	Full	--
11.	Sanction and release of funds from Project Development Fund	Full	Full	--
12.	Sanction and release of funds from Loan Fund and Grant Fund	Full	Full	--

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