

**MINUTES OF THE 3<sup>rd</sup> MEETING OF THE BOARD OF GOVERNORS**  
**Held on 22<sup>nd</sup> February 2014 at College of Engineering Adoor**

The 3<sup>rd</sup> meeting of BOG, College of Engineering, Adoor, commenced at 11:15 AM on 22/2/2014 in the Conf. Room of College of Engineering, Adoor. Prof Jyothi John welcomed the members of the BoG. The BoG Chairman, Dr. Eldho T.I suggested starting new PG programs in Electronics and Communication (specialisation: Digital signal processing) and Computer Science (specialisation: Cyber Security). The BoG members also opined that new PG programs may be started as per the demand. Prof Narayanan, adviser, SPFU and special invitee to the BOG, asked for a time frame to start the PG programs. The principal ensured that steps shall be taken at the earliest.

The BoG asked the Principal, to initiate necessary steps to start new PG programs. Incorporating the above mentioned suggestions the minutes of the last meeting (30/10/2013) was confirmed by the BoG.

The Nodal officer (Academic) was asked to present the status report of Faculty and Staff Development activities and Industry Institute Interaction activities. The BoG had an extended discussion on how to improve IIC activities. Dr Zakkariya. K. A urged that college to plan IIC activities during vacation.

Dr Zakkariya. K.A asked the faculty to reform the remedial coaching by utilizing the services of retired faculty, instead of taxing the existing faculty. The BoG entrusted the departments to come up with a proper plan to make remedial classes more attractive among students.

Dr. K. C. C Nair opined that an Innovation and Entrepreneurship Development Committee shall be established at the College and proposed to officially inaugurate IEDC in the first week of April.

In response to the discussion on accreditation process, the BoG recommended preparing an action plan by March end, and to present the progress in the next BoG meeting.

Agenda item II of the Agenda pertaining to the Procurement of Desktop Computers; (Item 1 -High End Computers -35 Nos, Item 2-Low End Computers- 147Nos (Total Quantity: 182 Nos).) The following details with regard to the package were placed before the BoG.

Three bids were received. The readout prices without tax were as furnished, below.

Sr No.	Bidder Name	Nationality	Bid Price as Read Out	Remarks
1	IDEAL SYSTEMS, Trivandrum	INDIA	7007000	Without tax
2	TECHNOLINE Systems & Services, Cochin	INDIA	7020487.6	Without tax
3	Smartsoft, Cochin	INDIA	7414120	Without tax

All the three bids were evaluated and the bid submitted by IDEAL SYSTEMS was found non responsive due to the following reasons

- i. Payment terms of Ideal Systems, Trivandrum did not match with the institutional payment terms specified in the bid document.

  
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- ii. The bid form in the prescribed format was not attached along with the bid submitted by Ideal Systems, Trivandrum

Due to the above stated reasons, the bid submitted by Ideal Systems, Trivandrum was evaluated as non-responsive and hence rejected.

After evaluation, the following bids were found to be the responsive ones.

Sr No.	Bidder Name	Bid Price as Read Out	Brief Reason
1	TECHNOLINE Systems & Services	7020487.6	L1 after evaluation
2	Smartsoft	7414120	L2 after evaluation

As the lowest responsive bidder, Technoline Systems & Services, Cochin is found to satisfy the post qualification criteria, the bid submitted by them was accepted for the award of contract. The details of recommended bid are furnished below. The prices quoted are well below the existing DGS&D rate contract for comparable configuration.

**Name of the Bidder: Technoline Systems & Services**

**Address: ML-8 Cross Road, Muttathil Lane, Elamkulam.P.O.**

**Kadavanthra, Cochin, Kerala, 682020.**

**Total Bid Value: Rs.7020487.6 (without tax) Rs.7371512 (with tax)**

After checking all the documents pertaining to the NCB Package, the Board of Governors, College of Engineering Adoor accorded purchase sanction for the procurement of Desktop Computers (182 nos) for a total contract price of Rs. 7371512 (Seventy Three Lakhs Seventy One Thousand Five Hundred and Twelve Only)

Item number III of the Agenda note pertaining to the ratification of NOC by the Principal for packages with actual cost 25% more than the estimate was deferred till next BoG meeting.

Item IV of the Agenda note pertaining to ratification of Principal's approval of revisions made in the procurement plan was approved by the BoG.

The proposal regarding R&D activities was discussed in the meeting and the BoG entrusted the Principal and faculty to go through SSA report in consultation with the SRA and proceed with the activities. A report on the same shall be presented in the next BoG meeting for ratification.

Regarding the Innovation lab activities, the BoG suggested that the expenditure related to the Innovation Lab shall be included in the head for IIIC activities and whatever funding is involved must be claimed by the concerned faculty.

The meeting concluded at 1:45 PM.

1) Chairman, BOG – Prof. Eldho T.I.

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