



Kendriya Vihar-II Apartment Owners' Association

Community Centre-1, Kendriya Vihar-II, Plot No.3, Sector-82, Noida-201304, U.P.
(website: www.noidakv2.org ; E-mail: noidakv2@gmail.com ; Tel: 0120-2463700)

No. BOM/11th Meeting/ AOA/2018-19

Date: 28.10.2018

Minutes of the 11th Meeting of Board of Management of KV-II AOA held on 28.10.2018

All the members of BOM of KV-II AOA were invited vide notice dated 23.10.2018 for the 11th meeting of BOM to discuss and deliberate on the Agenda items circulated with the notice. Shri P.S.Bhandari Member did not attend the meeting. A list of members who attended the meeting is attached.

At the outset, the President welcomed all the Members to the 11th meeting of the BOM and requested Secretary, AOA to take up the agenda items.

Discussions were held on the agenda points and the following decisions were taken by the BoM after deliberations:

1. Approval of the minutes of 10th meeting held on 02.09.2018 & Review of action taken on previous decisions of BOM :

The Minutes of the 10th BOM Meeting held on 02.09.2018, was confirmed by BOM. The Members In- charge explained the status in respect of the action taken on the decisions related to their departments in the previous BOM meeting. The following position was intimated and decisions taken:

- (i) It was informed that the work of construction of shades on three Generators at SS-5, 7 and 9 has been completed.
- (ii) As regards monthly entries of employer and employee contribution towards EPF of existing staff of this office, it was informed that the office of PF Commissioner has been approached to depute a suitable personnel, with password to access the EPF of individual accounts, to carry out this work and also initiate the work relating to ESIC contribution which is also to be deposited every month in the individual account along with EPF contribution. The personnel so deputed will be given appropriate compensation for the work done by the AOA.
- (iii) It was informed that the work for installing of sliding gates at both entry and exit sides at Gate No.1 and Gate No.2 has been completed and sliding gates are now fully operational.
- (iv) Member In charge informed that work of replacing floorings in lift has been completed in 65 lifts and after ascertaining the conditions of lifts in remaining blocks the work will be carried out further, if found necessary.
- (v) Member in Charge informed that Power Factor in respect of two Sub-stations out of three is being maintained at 0.95 level. Power factor of the third SS-2 is at 0.88 level. The agency responsible for maintenance of power factor has been instructed to improve the PF level of this SS also to 0.95. Payment agreed under the AMC will be made only after PF level at 0.95 level is maintained in respect of all the three SSs.
- (vi) It was informed by the Member In Charge that a Number Plate Reader CCTV camera was installed at main Gate 1 on an experimental basis for a week but it has not given the desired result due to some technical glitches as informed by the concerned service provider. It was suggested in the meeting that measures to remove technical faults /shortcomings may be identified and removed, and thereafter the matter may be placed in the next meeting of BOM. This was approved by BOM.
- (vii) Member in charge informed that work relating to construction of new concrete plinths to around the base of electrical poles in the campus is in progress.
- (viii) It was informed by the Member In Charge that the issue of bringing all the CCTV cameras under AMC has been finalised by deploying a dedicated technical staff who will be present in the office from 10.00 AM to 6.00 PM on all working days. After negotiation the agency has agreed on 6 monthly advance payment for AMC @



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Rs.12500/ per month plus GST @18%..An agreement has been executed with the Agency to this effect on 30.09.2018

- (ix) It was informed that IAC has submitted its report on 12.09.2018. Follow up action on the report is to be taken. Based on some observations in the report instructions have already been given to the Cash & Accounts section for compliance. It was the general view of the members that the report may be circulated to them for perusal and comments wherever, necessary. BOM agreed to this suggestion.

2. Approval of monthly Income and expenditure statements for the months of July - August 2018

It was informed by the Treasurer that the monthly Income & Expenditure (Receipts and Payment) statement for the months of July and August,2018 has been prepared and submitted by the CA. BOM approved the income and expenditure statements for the months of July -August 2018 and decided to display the same on the notice boards for information of the residents.

3. Follow-up action on AGM held on 23.09.2018 -

It was informed that GST Registration of KV-II AOA has since been obtained from the office of Principal Commissioner Central Tax , Noida. Further, pursuant to the decision taken in special AGM held on 14.10.2018, wherein issues relating to payment of service tax liability for the FYs 2013-14 onwards were considered, a committee of three members is being constituted to look into the income-heads to be brought under GST and suggest ways to reduce the service tax/GST liability of the AOA for future.

4. Consideration of proposal for extension of AMC of ThyssenKrupp Lifts for another year w.ef. 01.11.2018

It was informed that the existing contract for ThyssenKrupp lifts was expiring on 31.10.2018, M/s TKE has submitted a quotation for renewal of contract of AMC for 27 numbers of ThyssenKrupp lifts for a further period of one year from 01/11/2018 to 31/10/2019 by offering increase of 10% on the previous years' rates. It was proposed that Member in charge may call a meeting with the representative of the Agency to consider their proposal and rates may be negotiated as the recently concluded AMC for OTIS lifts was agreed to after negotiation with that agency by increasing 4% on the previous year's rates. BOM approved the proposal.

5. Consideration of advance payment to OTIS for AMC of Lifts for next 6 months w.ef.1.10.2018 to 31.03.2019.

It was informed that an agreement was entered with OTIS Elevator Company for AMC of 93 lifts in KV-II for a period of one year with effect from 01.4.2018 to 31.03.2019 at an half yearly amount of **Rs. 1004597/- (+GST)**. The payment is to be made in advance. The half yearly payment for AMC amounting to Rs. 1185424 (i/c 18%GST) for the period 01.4.2018 to 30.09.2018 was made to the agency with the approval of BOM in May, 2018. OTIS has submitted a bill for payment of **Rs. 1185424 (i/c taxes)** as second half-yearly amount of AMC for the period 01.10.2018 to 31.03.2019. The company is providing routine maintenance, examination and lubrication service during normal business hours, Monday to Saturday, 9.00AM to 5.30 PM (except scheduled holidays). It is stated that the general experience of the residents about the performance and service provided by the company has not been very satisfactory, the complaints are not attended to promptly and stock of essential spares is generally not available with the staff of the company at the site resulting



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in adhoc fixing of the problem instead of permanent solution. The shortcomings and lapses have been brought to the notice of the company a number of times. The company has also not provided, as already agreed by them earlier, a time schedule for servicing of each of the 93 OTIS lifts at the lift sites for information of residents. We may while passing the present bill of Rs.1185424/- for payment also request the agency to take necessary measures to improve their service provided to this complex.

6. **Proposal for procurement of ABC Type Fire extinguisher cylinders to fulfil the requirement of having at least two cylinders on each floor in every block**

Member In charge informed that for fire safety compliance, every floor in each block in the campus should have at least two fully functional fire extinguisher cylinders. It is therefore proposed to procure an additional number of ABC type cylinders to fulfil the above requirement. Quotations from authorised agencies will be invited for this purpose. BOM agreed to the proposal.

7. **Repair of Internal roads in the campus-consideration of proposals received from the construction agencies**

It was informed that repair /carpeting of internal as well as outer roads in the campus is a pending work and may be taken up. It was proposed that quotations received for this work in the tenure of the present BOM may be looked into and if necessary, fresh quotations may be invited from same or even other agencies and a final proposal with estimated expenditure and time-schedule for the work may be put up for approval of BOM. One of the members present in the meeting, Shri Mahendra Singh was of the view that since the BOM is now running on an extended term the decision to take up this work may be left for the next BOM which may be elected in April 2019. However, this viewpoint was not agreed upon by the other members.

8. **Representation of Shri Surinder Kumar for review of Contract for Shop No.2 CC-II due to inclusion of GST**

It was informed that Shri Surinder Kumar whose wife is running Royal Salon in Shop No 2 CC-II, allotted to her on contract basis, on a fixed monthly rent of Rs 21000/- Plus Rs.500/- as maintenance charges for a period of three years w e f. 1 08.2018 has requested that 18% GST which the AOA has started charging on rental income may be included in the already agreed monthly rent of Rs 21000. It was informed that GST is mandatory and is to be deposited to the Government accounts and that no manipulation in this regard can be made. It was proposed that all shop owners may also be informed that GST @18% will be charged extra, on the already agreed monthly rent being paid by them. If necessary, the existing contracts may be revised forthwith to include GST for the remaining period of the contract. In case they do not agree, the contracts may be terminated and fresh auction process may be initiated for these shops. BOM approved the proposal.

9. **Approval for chemical earthing of 20 OTIS lifts as suggested by OTIS service provider.**

Member In Charge informed that earthing of 20 OTIS Lifts is damaged and is to be restored by chemical earthing. It was proposed that at least three quotations for this work may be obtained from OTIS and some other service providers engaged in this type of work and a final proposal submitted for approval of BOM.



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10 **Any Other matter with the permission of chair.**

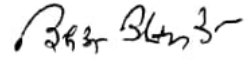
- (i) Member In Charge informed that to facilitate safe and free passage on ramps of either side of Gate No 2, two steel grills (304Jindal) have been fixed on the two ramps @ the total cost of Rs 31624/- each. The work has been done after obtaining quotations, through N.K.Fabrications whose rates were found to be lowest and which have been approved by the BOM.
It was proposed by Member in Charge that a similar work of fixing a steel grill on the platform at Gate No.3 may also be done through the same agency at already agreed rates. BOM approved the proposal.
- (ii) It was informed that there is a continuous leakage in pipe of Pump House at Gate No.3, and is to be repaired. Also, Window panes of Pumphouse at CC-I are broken and required to be replaced by fibre sheets which are more durable and long lasting. BOM approved that the work may be carried out at competitive /reasonable rates.
- (iii) Member In Charge informed that staff of the KV-II AOA is given bonus every year during the festival season in the month of October-November. Last year 2016-17, ex-gratia payment of Rs. 4000/- was made to the staff with a minimum of Rs. 1500/- on Diwali. It was decided to grant ex-gratia payment of Rs.4500/- with a minimum of Rs 1500/- as bonus for the year 2017-18.
- (iv) It was informed that there is a shortage of plastic chairs and tables in the office of KV-II AOA. The Office has to hire chairs and tables even for small meetings and gatherings. It was decided that 50 plastic chairs and two folding tables (for dias purpose) of good quality may be procured. It was also decided that mike system available in the office which frequently gives trouble, may either be repaired or else a proposal for procuring a new system may be submitted for the approval of BOM.
- (v) It was proposed by Member In Charge Security that the present practice of enforcing the tenant to produce a no objection certificate from his owner before allowing him to shift from the campus even if he has cleared all maintenance dues in respect of the flat and is ready to pay the requisite shifting charges may be dispensed forthwith. It was informed that the rent agreement is between the tenant and the owner and no responsibility or liability with regard to violation of any of the provisions of the agreement lies with AOA. It was the general view of the BOM that no such insistence on tenant may be made provided all other requirements laid down by the AOA are fulfilled.
- (vi) It was informed by Treasurer that a notice dated 9.10.2018 for payment of outstanding demand on TDS of Rs.44410/- for the period 2007-08 to 2016-17 has been received from Income Tax Department. This has been brought to the knowledge of CA. It was decided that the amount may be paid to the IT department to avoid any future penalty /interest.
- (vii) On the status of appointment of Accountant in the office of KV-II, AOA it was informed that the advertisement of the vacancy for the post was given in a local paper, Noida Bazar Patrika on 14.10.2018. The last date for receipt of application was 25.10.2018. But no application has been received so far. It was decided that the vacancy for the post may again be advertised in Dainik Jagran, Noida Edition.
- (viii) Member in Charge informed that tender for the AMC for housekeeping services for the next year (w.e.f 1.11.2018 to 31.10.2019) was opened today (28.10.2018 at 11.30 AM) by the Tender Committee before the representatives of the Agencies who had submitted their bids. Finalisation of agency for the work is likely to take some time.



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It was decided in the meeting of the tender committee that as an interim measure, the existing AMC for Housekeeping work which is coming to an end on 31.10.2018 may be extended for one month from 1.11.2018 to 30.11.2018 after obtaining the approval of BOM. BOM agreed to the decision.

The Meeting ended with a vote of thanks.


(Anil Uniyal)
Secretary

Copy to: 1. All BoM Members
2. All Notice Boards/AOA Website

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**Minutes of the 11th Meeting of Board of Management of KV-II AOA held on 28th
October, 2018**

List of participants

1.	Sh. R. C. Upadhyay	-	President
2.	Dr. A.K. Raina	-	Vice-President
3.	Sh. Anil Uniyal	-	Secretary
4.	Sh. Ravinder Pal	-	Treasurer
5.	Sh. A. K. Bhatia	-	Member
6.	Sh. V. K. Rastogi	-	Member
7.	Sh. S.K.Nair	-	Member
8.	Sh N.K.Kaushik	-	Member
9.	Sh Mahendra Singh	-	Member