

**Government of Odisha  
Higher Education Department**

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Letter No: 23499  
PTI-HE-PTC-WB-01-17

/H E D/ Dated: 18.08.2018

**From**

Parameswaran B., IAS  
SPD cum Joint Secretary

**To**

The Principal of 70 colleges (As per list attached )

**Sub:** Release of fund towards non civil activities under Odisha Higher Education Program for Excellence and Equity (OHEPEE)

Madam/Sir,

I would like to congratulate you on the signing of MoU and finalizing the list of activities to be carried out for your college under the program. It has been decided that in 43 nos. of colleges in urban areas, the civil works will be executed by the Works department and in 27 nos. of colleges in rural areas, it will be executed by the Rural Development department as shown in Annexure I. As per discussions with you, a major portion of year I fund is kept for civil works.

For non-civil activities, the department is releasing the first year fund to the colleges totaling Rs. 15.84 crores as per Annexure II. The colleges are required to comply with the following guidelines for proper utilization of the fund

1. The fund is being released into the bank account of the college for implementing the activities. Diversion of the fund released to other schemes is prohibited.
2. All the procurement of the goods and services made by utilizing the program fund shall comply with para 2.2 of Finance and Procurement Manual issued during signing of MoU.
3. A separate scheme register is to be maintained. All the purchases and construction made under this project are to be entered in this register.
4. All the aided colleges receiving funds under this scheme are required to update the online accounting module CAPA on all financial receipts and expenditures. This is for funds under this program as well as other receipts and expenditures under various heads. The backlog entry at any point of time should be less than 30 days.
5. The colleges are allowed to take up the following expenditures under the non-civil fund released
  - a) Purchase of furniture as per the EPM rate contract (Cot, Desk, Bench, Chair, Table etc.)

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b) Purchase of computers for purpose other than computer lab (the numbers agreed upon and mentioned in Appendix-I to MOU). For purchase of computers for computer lab, a separate guideline is being issued.

c) Engagement of

- a. one Data Entry Operator with qualification of any Bachelors degree with PGDCA. Remuneration will be Rs. 7000/- per month
- b. one Computer Lab Manager with qualification of Bachelors in Computer Science / Information Technology / BCA. If B.E. graduate applies, he/she will be given preference over BCA / B.Sc., graduate. BCA will be given preference over B.Sc. Remuneration will be Rs.15,000 per month. He/she will be engaged only if the existing computer lab is 32 seated or more and no support staff exist presently. The engagement period will be till the project period or 5 years whichever is earlier.

The colleges can engage the above two positions through a Service Provider following an open and transparent process. The Service Provider can be renewed on yearly basis on satisfactory performance.

- d) Purchase of water purifiers (nos. as indicated in the Appendix-I of MoU) and Fire extinguishers
- e) For other EHS (Environment Health & Safety) aspects for which instructions will be given from time to time
- f) Purchase of library books (CBCS text and reference books) and lab equipment.
- g) Training of the teaching and non teaching staff. In case of trainings at the college level, prior permission from the SPD is required. Approval for such trainings need to be routed through the Sr. Consultant (Capacity Building) via email communication at [saritaatu@gmail.com](mailto:saritaatu@gmail.com) detailing the
  - Training / workshop plan
  - Expenditure on the Training / workshop
- h) For research proposal and other quality and equity enhancement activities, specific permission is to be obtained from SPD by giving email to the nodal officer concerned. A brief of the activity and associated cost has to be mentioned for approval.

6. The Colleges are required to finalise the drawings of the buildings to be constructed under this program in consultation with the civil implementing agencies of their respective colleges in year 1

Subsequent year fund release will be based on satisfactory achievement of following conditions

- a) Submission of 60% Utilisation Certificate of the fund released



- b) Completion of the audit before 30<sup>th</sup> September of the subsequent financial year
- c) On Time Graduation (OTG): 3% increase in OTG from base line year (2017-18 ) overall and for each of the categories of General/ SC/ ST/ Women
- d) Improvement in NAAC grading (for applicable colleges)
- e) Declaration of the composition of the Governing Bodies on the college website. Holding Governing Body (GB) meeting 4 times in a year and uploading the proceedings in college website within 15 days. Further the proceedings of all the GB meetings from April 2017 should be uploaded in the college website by 21.7.18.
- f) Data entry in CAPA with backlog less than 30 days (all aided colleges)
- g) Installation of biometric attendance for all teaching and non teaching staff including contractual employees of the college.
- h) Completing tenders on time and issuing work order within validity of bid. Validity of bids refer to the number of days the bid remains valid from the date of opening of the tender. Whenever a tender is floated, Validity of bid should be mentioned for reasonable price quotations. The allowed time period for Validity of bid are

Sl. No	Value of Goods / Services (in Rs)	Type of Procurement	Validity of Bid (Days)
1	< = 15,000/-	Direct purchase without quotation	Not Applicable
2	>15,000/- to 1,00,000/-	Local Purchase Committee (Minimum 3 quotations)	30
3	>1,00,000/- to 5,00,000/-	Limited Tender Enquiry	45-60
4	>5,00,000/- and so on	Advertised Tender Enquiry (Open Tenders)	60-90

- i) Data entry completed in Program MIS. The MIS format in Google chrome is sent to your college email id.
- j)Complying Environmental Safeguards: Installation of fire extinguishers in library, hostel, electrical mains, chemical laboratory (if any), First-aid box in Principal's room, hostel and LED fixtures in all new buildings.
- k) Participating and completing the student and faculty satisfaction survey. Format is being circulated separately.
- l)Participating and completing the Governance Benchmarking exercise. Format is being circulated separately

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7. If any college desires to make any expenditure other than the above, they are required to take prior permission from the SPD by giving mail to the nodal officer in charge of their respective districts as below

Name of the Consultant	District	Mail ID	Contact No.
Ms. Sarita S Rout	Sambalpur, Bargarh, Bolangir, Kandhmal	saritaatu@gmail.com	8599899809
Shri Chinmay Bode	Koraput, Angul, Deogarh, Bhadrak, Balasore, Cuttack, Malkangiri, Nabarangpur	chinmay.bode@rediffmail.com	9437086664
Shri Binaya Rout	Sundargarh, Keonjhar, Dhenkanal, Mayurbhanj, Khurda	binayarout@gmail.com	8280715061
Shri Pradeep Gaya	Jhursuguda, Sonepur, Boudh, Kalahandi, Nuapada, Kendrapada	pradeepkgaya@gmail.com	9853332920
Shri Binayak Padhi	Rayagada, Gajapati, Ganjam, Jagatsinghpur, Jajpur, Nayagarh	binayakpadhy@gmail.com	9438067072

Yours sincerely,

*TBR*  
18/8/18

SPD-cum- Joint Secretary

Memo No. 23500..... Dated.. 18.08.18.....

Copy with annexures forwarded to the CE, Works Department / CE, Rural Development Department for information and necessary action.

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SPD-cum- Joint Secretary

Memo No. 23501..... Dated.. 18.08.18.....

Copy with annexures forwarded to FA-cum-Additional Secretary, H E department for information and necessary action.

*TBR*

SPD-cum- Joint Secretary

Memo No. 23502..... Dated.. 18.08.18.....

Copy to VC, OSHEC / all Additional Secretaries/ Joint Secretaries / Director, H E department for information.

*TBR*

SPD-cum- Joint Secretary



## 27 Colleges where civil works is to be executed by Rural Works department

Annexure I

Sl.no	District	College name	Type
1	Angul	Janata College, Boinda	Aided
2	Angul	Malyagiri Mahavidyalay, Pallahara	Aided
3	Angul	Utkalmani Gopabandhu Mahavidyalay, Khamar	Aided
4	Balasore	Swarnachuda College, Balasore	Aided
5	Bargarh	Dadhi Baman College, Bhatli	Aided
6	Bargarh	Ghess College, Ghess	Aided
7	Bargarh	Larambha College, Larambha	Aided
8	Bhadrak	Motto Plus Three Degree College, Motto	Aided
9	Boudh	Panchayat (D) College, Kantamal	Aided
10	Cuttack	Salipur (Autonomus) College, Salipur	Aided
11	Cuttack	Udayanath (Autonomous) College of Science and Technology, Adaspur	Aided
12	Dhenkanal	Hindol College, Hindol	Aided
13	Dhenkanal	O.P.S Mahavidyalaya, Hindol Road, Dhenkanal	Aided
14	Gajapati	Hill-Top ( D) College, Mohana, Gajapati	Aided
15	Gajapati	Indira Memorial Degree College, Chandiput	Aided
16	Ganjam	Tentulia Sasan Debasthan College, Baragam	Aided
17	Jagatsinghpur	S. S. J. Mohavidyalaya, Krushnachandrapur, Ersama	Aided
18	Jagatsinghpur	Adikavi Saraladas College, Tirtol	Aided
19	Jajpur	Baba Bhairabananda Mahavidyalaya, Chandikhole	Aided
20	Jajpur	Dharmasala Mahavidyalaya, Dharmasala	Aided
21	Kandhamal	AMCS College, Tikabali, Kandhamala	Aided
22	Kendrapara	Derabis College, Derabish, Kendrapara	Aided
23	Kendrapara	Olaver Degree College, Olaver	Aided
24	Keonjhar	Rimuli College, Rimuli	Aided
25	Nabarangpur	Bhairab College, Dabugaon	Aided
26	Rayagada	MM +3 College, Bissamcuttack	Aided
27	Sambalpur	Gokul Parvati Rural College, Kuntara	Aided



43 Colleges where civil works is to be executed by Public Works Department

Sl.no	District	College name	Type
1	Balasore	Fakir Mohan (Autonomous) College, Balasore	Govt
2	Balasore	Kuntala Kumari Sabat Women's College, Balasore	Govt
3	Bhadrak	Bhadrak (Autonomous) College, Bhadrak	Govt
4	Bhadrak	Chandbali College, Chanbali	Aided
5	Bolangir	Govt Women's College, Balangir	Govt
6	Bolangir	Jawaharlal College, Patnagarh	Aided
7	Bolangir	Rajendra (Autonomous) College, Balangir	Govt
8	Cuttack	Banki (Autonomous) College, Banki	Aided
9	Deogarh	Deogarh (D) College, Deogarh	Aided
10	Dhenkanal	Kamakhyanager College, Kamakhyanager	Aided
11	Gajapati	Shri Krushna Chandra Gajapati (Autonomous) College, Parelakhemundi	Govt
12	Ganjam	R.C.M Science (D) College, Khallikote	Aided
13	Ganjam	Science (Autonomous) College, Hinjilicut	Aided
14	Jajpur	Vyasanagar (Autonomous) College, Jajpur Road	Aided
15	Jharsuguda	L N College, Jharsuguda	Aided
16	Kalahandi	Government (Autonomous) College, Bhawanipatna	Govt
17	Kalahandi	Panchayat College, Dharamgarh	Aided
18	Kandhamal	Government (Autonomous) College, Phulbani	Govt
19	Kandhamal	S.M. Govt. Women's College, Phulbani	Govt
20	Kendrapara	Kendrapara (Autonomous) College, Kendrapara	Aided
21	Keonjhar	Anandapur College, Anandapur	Aided
22	Keonjhar	Dharanidhar (Autonomous) College, Keonjhar	Govt
23	Khurda	B.J.B. (Autonomous) College, Bhubaneswar	Govt
24	Khurda	Maharishi College of Natural Law, Bhubaneswar	Aided
25	Khurda	Prananath (Autonomus) College, Khurda	Aided
26	Koraput	Government College, Koraput	Govt
27	Koraput	Semiliguda College, Semiliguda	Aided
28	Koraput	Vikram Dev (Autonomous) College, Jeypore	Govt

29	Malkangiri	Malkangri College, Malkangri	Aided
30	Mayurbhanj	Baripada College, Baripada	Aided
31	Mayurbhanj	Karanjia (Autonomous) College, Karanjia	Aided
32	Mayurbhanj	Maharaja Purna Chandra (Autonomous) College	Govt
33	Nayagarh	Nayagarh (Autonomous) College, Nayagarh	Aided
34	Nayagarh	Raghunath Samabaya Mahavidyalay, Odagaon	Aided
35	Nuapada	Khariar (Autonomous) College, Khariar	Aided
36	Rayagada	Gunupur College, Gunupur	Aided
37	Rayagada	Rayagada (Autonomous) College, Rayagada	Aided
38	Sambalpur	Govt women's College, Sambalpur	Govt
39	Sonepur	AES (D) Collge, Tarbha	Aided
40	Sonepur	Sonepur College, Sonepur	Aided
41	Sundergarh	Ispat Autonomous College, Rourkela	Aided
42	Sundergarh	Municipal College, Rourkela	Aided
43	Sundergarh	Sushilabati Govt Women's College, Rourkela	Govt

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## Annexure-II

Sl. No	Govt. College		
	Dist	College Name	Fund Sanctioned for Non-Civil Activity (in Cr)
1	Khurda	BJB Autonomous College	1.60
2	Keonjhar	Dharanidhar Autonomous College	0.56
3	Mayurbhanj	MPC Autonomous College	0.75
4	Balasore	Kuntala Kumari Sabat Women's College, Balasore	0.10
5	Bhadrak	Bhadrak Autonomous College, Bhadrak	0.43
6	Sundargarh	Sushilabati Govt. Women's College, Rourkela	0.35
7	Balasore	Fakir Mohan College Autonomous, Balasore	0.37
8	Sambalpur	Govt. Women's College Sambalpur	0.13
9	Gajapati	SKCG Autonomous College, Parelakhemundi	0.28
10	Kalahandi	Government Autonomous College, Bhawanipatna	0.32
11	Koraput	Vikram Dev Autonomous College, Jeypore	0.21
12	Balangir	Rajendra Autonomous College, Balangir	0.18
13	Kandhmal	SM Govt. Women's College, Phulbani	0.08
14	Kandhmal	Govt. Autonomous College, Phulbani	0.19
15	Balangir	Govt. Women's College Balangir	0.10
16	Koraput	Government College, Koraput	0.12
		Fund Sanctioned for Government Colleges	5.77

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Aided College			
Sl. No.	Dist	College Name	Fund Sanctioned for Non-Civil Activity (in Cr)
1	Sundargarh	Municipal College, Rourkela	0.63
2	Mayurbhanj	Karanjia Autonomous College	0.34
3	Dhenkanal	Kamakhyanagar College	0.18
4	Keonjhar	Rimuli College	0.29
5	Koraput	Semiliguda College, Semiliguda,	0.17
6	Kandhmal	AMCS College, Tikabali	0.17
7	Jagatsinghpur	S. S. J. Mohavidyalaya, Jagatsinghpur	0.26
8	Mayurbhanj	Baripada College, Baripada	0.26
9	Sundargarh	Ispat Autonomous College, Rourkela	0.40
10	Balangir	Jawaharlal College, Patnagarh	0.19
11	Dhenkanal	O.P.S. Mohavidyalaya, Hindol Road, Dhenkanal	0.25
12	Angul	Utkalmani Gopabandhu Mahavidyalay	0.23
13	Bhadrak	Chandbali College, Chanbali,	0.16
14	Rayagada	Gunupur College, Gunupur	0.22
15	Jajpur	Dharmasala Mahavidyalaya, Jajpur	0.21
16	Rayagada	Rayagada Autonomous College	0.40
17	Bargarh	Larambha college, Larambha	0.14
18	Gajapati	Indira Memorial Degree College, Chandiput	0.11
19	Malkangiri	Malkangiri Degree College	0.14
20	Dhenkanal	Hindol College, Hindol	0.18
21	Angul	Malyagiri Mahavidyalay	0.18
22	Jharsuguda	L N College, Jharsuguda	0.11
23	Angul	Janata College	0.18
24	Balasore	Swarnachuda College, Balasore	0.18
25	Ganjam	Tentulia Sasan Debasthan Degree College	0.17
26	Keonjhar	Anandapur College, Anandapur	0.16
27	Jagatsinghpur	Adikavi Saraladas College, Tirtol	0.17

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28	Nayagarh	Ragbunath Samabaya Mahavidyalay, Nayagarh	0.16
29	Kalahandi	Panchayat College, Dharamgarh	0.10
30	Nabarangpur	Bhanub Degree College, Dabugaon	0.15
31	Deogarh	Deogarh (D) College, Deogarh	0.15
32	Kendrapara	Kendrapara Autonomous College	0.28
33	Sonepur	Sonepur College, Sonepur	0.18
34	Rayagada	M M +3 College, Bissamcuttack	0.13
35	Kendrapara	Olaver (D) College, Olaver	0.13
36	Sonepur	A.E.S College, Tarabha	0.13
37	Sambalpur	Gokula Parvati Rural College, Kuntara	0.13
38	Nuapara	Khariar Autonomous College, Khariar	0.18
39	Ganjam	Science Autonomous College, Hinjilikatu	0.25
40	Boudh	Panchayat (D) College, Kantamal	0.12
41	Gajapati	Hill Top (D) College, Mohana	0.07
42	Bhadrak	Motto Plus Three Degree College, Motto	0.11
43	Kendrapara	Derabis College, Derabish	0.11
44	Bargarh	Balhi Baman College, Bhatli	0.11
45	Ganjam	R.C.M Science (D) College, Khallikote.	0.17
46	Cuttack	Udayanath Autonomous College of Science and Technology	0.21
47	Cuttack	Barki Autonomous College	0.21
48	Jajpur	Vyasagar Autonomous College	0.21
49	Nayagarh	Nayagarh Autonomous College	0.21
50	Khurda	Maharishi College of Natural Law, Khurda	0.10
51	Bargarh	Ghess Degree College, Ghess	0.10
52	Khurda	P N Autonomous College	0.11
53	Cuttack	Salipur Autonomous College	0.10
54	Jajpur	Baba Bhairabananda Mahavidyalaya, Chandikhole	0.08
		<b>Fund Sanctioned for Aided Colleges</b>	<b>10.07</b>

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