

22th

PUNJAB LAND RECORDS SOCIETY

H.O. Directorate of Land Records, Punjab, Kapurthala Road, Jalandhar City

Phone: 0181-2254018 T/Fax 0181-2254935 & 2207018

To

1. Principal Secretary to Government of Punjab,
Department of Information Technology, Chandigarh.
2. Principal Secretary to Government of Punjab,
Finance Department, Chandigarh.
3. Commissioner, Jalandhar Division, Jalandhar
4. Commissioner, Patiala Division, Patiala
5. Commissioner, Ferozepur Division, Ferozepur
6. Commissioner, Faridkot Division, Faridkot
7. Director-cum-Special Secretary to Govt. Punjab,
Department of Information Technology,
Sector-34, Chandigarh.
8. Sh. Anurag Verma, IAS,
Secretary Revenue (V), Punjab, Chandigarh
9. Mrs. Bhawna Garg, IAS,
Special Secretary Revenue, (B) Punjab, Chandigarh
10. Additional Secretary, Revenue, Punjab, Chandigarh
11. Deputy Commissioner, Ludhiana
12. Deputy Commissioner, Bathinda
13. Sh. S.S. Bains, IAS,
Director Industries, Punjab, Chandigarh.
14. Sh. Adarsh Bhaskar,
Asstt. Manager, Department of Information Technology,
Punjab, Chandigarh.

No. PLRS/BOM-III/ 12518-3/ Dated, Jalandhar, the 21st Dec. 2010

Subject: Proceedings of the **22nd Meeting** of Board of Management (BOM) of Punjab Land Records Society held on 15th December, 2010.

A copy of the proceedings of the 22nd Meeting of the Board of Management, Punjab Land Records Society held on 15th December, 2010, is sent herewith.

SD
for Member-Secretary,
Punjab Land Records Society

Endst.No. PLRS/BOM-III/ 12518-32 Dated, Jalandhar, the 21st Dec.2010

A copy is forwarded to the PS/FCR, for the information of the Financial Commissioner, Revenue, Punjab, Chandigarh.


SD
for Member-Secretary,
Punjab Land Records Society

Endst.No. PLRS/BOM-III/12533-43 Dated, Jalandhar, the 21st Dec.2010

A copy alongwith copy of the proceedings, is forwarded to the:

1. Joint Member Secretary, PLRS
2. Admn. Officer, PLRS (Action reg. Resolution No. 22.7)
3. Financial Controller, PLRS (Action regarding Resolution No. 22.2, 22.5)
4. System Analyst, PLRS (Action reg. Resolution No. 22.3, 22.4)
5. Training Officer, PLRS
6. Senior Revenue Officer, PLRS
7. GIS Engineer, PLRS (Action reg. Resolution No.)
8. Supdt.-I, Supdt.-Regn. and HDM, Office of the Director of Land Records, Punjab, Jalandhar
9. Supdt. L-R Branch, O/o the DLR, Punjab, Jalandhar (Action reg. Resolution No. 22.6)

for information and necessary action. **'Action taken report'** in respect of the items concerning them, may kindly be sent to SRO Branch immediately.


for Member Secretary,
Punjab Land Records Society

Proceedings of the 22nd Meeting of the Board of Management, Punjab Land Records Society held on 15th December, 2010 at 12.30 PM under the Chairpersonship of Mrs. Romila Dubey, IAS, Financial Commissioner Revenue-cum-Vice Chairperson, PLRS at Chandigarh.

The following were present:

1. Sh.G.S.Grewal, IAS, Commissioner, Patiala Division.
2. Sh. Raminder Singh, IAS, Commissioner, Faridkot & Ferozepur Division.
3. Sh. Jaspal Singh, IAS, Secretary Revenue.
4. Sh.Anurag Verma, IAS, Secretary Revenue-cum-Member Secretary, PLRS.
5. Sh. R.K. Kaushik, PCS, Additional Secretary Revenue
6. Sh. Rahul Tiwari, IAS, Deputy Commissioner, Ludhiana.
7. Sh. Upjeet Singh Brar, ADC, Bathinda.
8. Sh. Adarsh K. Bhaskar, Representative of DoIT, Punjab.
9. Sh. Kulwaran Singh, Assistant Manager, DoIT, Punjab.
10. Smt. Usha Sehgal, Finance Department, Punjab.

Agenda Item No. 22.1

Confirmation of proceedings of Twenty-first Meeting of Board of Management, PLRS.

Resolution 21.1

No comments have been received regarding the proceedings from any quarters. Hence they were confirmed. It was further informed that action taken report regarding the decisions of the previous meeting would be put up in the next meeting.

Agenda Item No. 22.2

Regarding raising loan of Rs. 240 Crores for funding three District Administrative Complexes, 21 Sub Divisional Complexes and Workstations for Patwaris.

Resolution 22.2

The Board took note of the action taken, as mentioned in the agenda, and approved the same. Further, it was informed that vide DO No. PM/PLRS/66, dated 13.12.2010 (Annexure-A) Financial Commissioner Revenue-cum-Vice Chairperson, PLRS had sent information in advance regarding the final bids and the lowest bid to Principal Secretary, Finance and had requested him to attend the meeting with the considered views of the Finance Department. The representative of the Finance Department said that the lowest bid should be accepted. The lowest bid submitted by the State Bank of India is 1.90% above the Base Rate which comes to 9.50%. The Board accepted the

bid of State Bank of India, this bid being the lowest. The Board approved taking up of loan of Rs. 240 Crores from State Bank of India on the terms and conditions mentioned in the bid and in the agenda item. It was decided to appoint SBI as Principal Bankers for the proposed loan. The Board authorized the Member Secretary, PLRS to establish ESCROW arrangements with SBI. Member Secretary was asked to inform the bank that the other security for the proposed loan would be Punjab State Government Guarantee. Sh P.P. Singh, Joint Member Secretary, PLRS was appointed for coordinating with the Bank for the proposed project for completing all the papers and for supplying all the information as required by the Bank from time to time. The remaining amount out of the estimated project cost of Rs. 315 Crores will be met by internal resources and future cash generation of the society.

Agenda Item No. 22.3

Setting up of Data Centre/Server Room for the web application of Computerization of Land Records Project.

Resolution 22.3

Sh. Kulwaran Singh and Sh. Adarsh K. Bhaskar, representatives of Principal Secretary, Information Technology and Director IT, Punjab, informed that the proposal for Data Centre/Server Room is technically fine. They were asked to convey the formal approval of IT Department in this regard. It was further informed that vide notification no. 10/36/09-ASI/2048 dated 03.12.2009 (Annexure -B) Punjab Information and Communication Technology Corporation Limited (Punjab Infotech) has been declared as Approved Executing Agency for various Information Technology and e-Governance related services and such projects may be assigned to it. Infotech charges 4% Service Charges for the projects costing more than Rs. 10 lacs. So, it was decided that the work of setting up of the Data Centre/Server Room be assigned to Infotech on turn key basis. Infotech be asked to execute this project at the earliest. Infotech should also be asked not to buy anything at rates above DGS&D rates (where ever they are available).

Agenda Item No. 22.4

Finalization of payment criteria for the payment to be released to the BOOT Operator for the digitization of Land Records.

Resolution 22.4

The Board agreed with the recommendations of the Committee of DSMs etc. and accordingly decided to adopt the payment pattern as below:

Module	After Data Entry	Additional payment if one validation is completed and corrections are incorporated	On Go Live	After 1 month of GO LIVE
Khewat	50%	30%	10%	10%
Mutation	50%	30%	10%	10%
Rojnamcha	50%	30%	10%	10%

This shall be subject to the following conditions:

- a. No payment shall be released till M/s CMS revalidates its Bank Guarantees.
- b. At the stage of releasing 50% payment a certificate from M/s CMS shall be obtained that data is correct to the degree required by the MSA.
- c. At the stage of releasing 80% payment a certificate from M/s CMS shall be obtained that all the corrections marked by the Revenue Staff during validation have been incorporated.
- d. In case printouts of mutation registers and Roznamachas are not given by M/s CMS, payment only up to 50 % shall be made.
- e. M/s CMS shall ensure that all the requirements regarding the Data Entry and Fard Kendras are met with in a timely manner. In this regard, the timelines and penalties as per **Annexure – C** shall be adopted for timely delivery of services by M/s CMS. If the hardware or other equipments are not provided by CMS within the stipulated time frame (maximum time) as mentioned in this Annexure, the Deputy Commissioners will procure required services at the risks & cost of the M/s. CMS computers Ltd.

This payment pattern shall be adopted till 31.3.2011 and in the month of March 2011, the Board of Management shall again review the matter.

The Board asked the Member Secretary to write to M/s CMS Ltd. to revalidate the Bank Guarantees and give its consent to the acceptance of the above mentioned conditions so that the Deputy Commissioners may be asked to release the payments to it. Simultaneously, all the Deputy Commissioners should be asked to work out the amount payable to M/s CMS Computers Ltd. Though, no actual payment should be made till further communication from head office.

Further, while working out the amount payable following points should be kept in mind by Deputy Commissioners:

- a. It has already been decided that 30% payment already made to M/s CMS Ltd. for entries already made and which have to be reentered again (i.e. the entries relating to the Jamabandis of year 2002-03, and 2003-04) may be treated as full and final. In some districts, payment in excess of this percentage has been made. Those districts shall deduct the excess amount before making any payment.
- b. During past few months, a lot of expenditure has been incurred on behalf of M/s CMS. This amount shall be deducted immediately.

Agenda Item No. 22.5

Additional allocation of funds for up gradation of Sub-Registrar Offices in Ludhiana City.

Resolution 22.5

The Board approved the proposal sent by Deputy Commissioner, Ludhiana vide his Do 614-18 /PA(R) dated 9.12.2010. The Board also approved additional allocation of funds as per the proposal. It was decided that the work shall be got executed by calling tender by a Committee of officers headed by Deputy Commissioner. The Deputy Commissioner may constitute this committee at his level. The Deputy Commissioner shall draw the funds for this purpose out of the funds available with him under PLRS. It was further decided that Financial Commissioner Revenue shall write to Principal Secretary, Local Government and Principal Secretary, Animal Husbandry that in public interest and in view of directions given by Hon'ble Deputy Chief Minister, Punjab lands belonging to their departments are being used for up-gradation of Sub Registrar offices.

Agenda Item No. 22.6

Scanning Storage and retrieval of pending old revenue records – bearing of expenditure out of funds of Punjab Land Records Society.

Resolution 22.6

The BOM decided that a sum of Rs. 18.10 Lacs (which had already been spent after exhausting the grant from the Government of India) may be released out of PLRS for this purpose.

Supplementary Agenda Item No. 22.7

Resolution 21.7

On the request of Deputy Commissioner Ludhiana, it was decided to create a post of Office Executive at Ludhiana.

Annexure 'A'

Romila Dubey, IAS



D.O. No. PM/PLRS/66
ਅੰਕ ਸ. ਪ. ਨੰ.

Government of Punjab
ਪੰਜਾਬ ਸਰਕਾਰ

Department of

ਵਿਭਾਗ

Chandigarh, the 13-12-2010
ਚੰਡੀਗੜ੍ਹ

0172 - 2743854(O)

0172 - 2741762(F)


Rev

Subject: Decision regarding taking loan by Punjab Land Record Society.

Dear K.B.S.

As you are aware, as per the decision taken by Hon'ble Chief Minister in the meeting held on 10.09.2010, 3 District Administrative Complexes at Mohali, Tarn Taran and Barnala, 21 Sub Divisional Complexes and 5056 workstations are to be constructed out of the funds of the Punjab Land Records Society. This requires a loan of about Rs. 240 Crores from Banks.

For this purpose quotations were invited from the Banks. Seven Banks submitted their quotations. The comparative Statement and the copies of the bids received are being enclosed herewith. The lowest quotation is by State Bank of India at 1.90 % above the Base Rate i.e. 0.50%. The matter regarding finalization of Bids is being placed before the Board of Management in its 22nd Meeting going to be held on 15th November, 2010. Regular agenda in this regard is shortly being sent to you as a member of the Board of Management, PLRS. Since the matter has substantial financial implications, I am sending this information to you in advance with the request that you may personally attend the meeting with the considered views by the Finance Department.


Yours sincerely,

(Romila Dubey)

Sh. K.B.S. Sidhu, IAS,
Principal Secretary to Govt. Punjab,
Department of Finance.

No. 10/36/09-ASI/ 2048

Dated: 23.12.2009

The Governor of Punjab is pleased to declare Punjab Information and Communication Technology Corporation Limited (Punjab Infotech) as approved Executing Agency for various Information Technology and e-Governance related services, for which the Corporation shall levy Service Charges as follows:

- i) 4% Service Charges for the projects costing more than Rs. 10 lacs.
- ii) 6% Service Charges for the projects costing upto Rs. 10 lacs.
- iii) 8% for the provision of manpower on job work basis.

2. All Departments/Boards/Corporations/Agencies of the State Government, Central Government and other State Governments can assign IT and e-Governance projects to the Corporation as an Approved Executing Agency without calling for any Tender.

S.S. Channy,
Principal Secretary to Government of Punjab,
Department of Industries & Commerce

Endst. No. 10/36/09-ASI/

Dated:

A copy with a spare copy is forwarded to the Controller, Printing and Stationery, Punjab with the request that this notification may please be published in the Punjab Government Gazette (ordinary) and 100 copies may be supplied to this department for record.

50/1
Additional Secretary to Government of Punjab,
Department of Industries & Commerce

Endst. No. 10/36/09-ASI/ 2050

Dated: 23.12.09

A copy of the above is forwarded to the following:

1. All Heads of Departments in the State of Punjab
2. Registrar, Punjab and Haryana High Court, District and Sessions Judges in the State.
3. All Financial Commissioners, Principal Secretaries and Administrative Secretaries in the State of Punjab.
4. All Commissioners of Divisions and Deputy Commissioners in the State

Additional Secretary to Government of Punjab
Department of Industries & Commerce

Sr No	Particulars of Services	Timeframe for providing the Services	Penalties due to delay	Maximum time frame
1	Provision of adequate Manpower	15 days from the date of request	Rs 1500 per person as per requirement	(after 30 days of request)
2	Provision of Computer and Peripherals	Within 3 days from the date of new request	Rs 1000 per day	(after 7 days of request)
3.	Provision of Stationary i.e Paper, Ribbons etc	Within 8 hrs from the time of request	Rs 500 per day.	(after 24 hours of request)
4.	Provision of Upkeep of Hardware installed	Within 3hrs from the time of defunct	Rs 200 per hour.	(after 24 hours of request)
5.	Provision of Upkeep of Site	Within 3 hrs from the time of defunct	Rs 300 per hour.	(after 6 hours of request)
6.	Payment of Bills i.e Electricity Bills etc	Within the time period mentioned in the bill	As per bill.	After 15 days penalty of 20% of Bill
7	Provision of power backup at site	Within one hour from the time of defunct	Rs 100 per hour.	(after 2 hours of request)