



LEA Associates South Asia Pvt. Ltd.

Project Office

Plot No. 181, Sector-8, Gandhinagar,

Gujarat – 382 008 (India)

T | 91-79-2323 3524, 23228483, F | 91-79-23233525

E-mail: gandhinagar@lasaindia.com

July 6, 2019

Reference Number: LASA/73499/03.JUL19/996

To,
Agarwal & Dhandhania
Chartered Accountants
204, Empire Estate Building
Nr. Udhna Darwaja, Ring Road
Surat – 395002 (Gujarat).



6/7/19

K/A: Mr. Alok Dhandhania

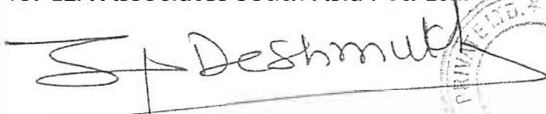
Sub: Minutes of Internal Audit Committee Meeting of Second Gujarat State Highway Project (GSHP-II) held on 05.07.2019

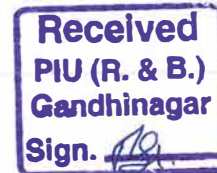
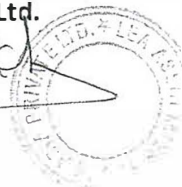
Dear Sir,

I am directed to forward to you the Minutes of the Monthly Review Meeting of Internal Audit Committee of Second Gujarat State Highway Project (GSHP-II) held on 07th July, 2019 at PIU, R&BD, GoG.

Thanking you.

Yours faithfully,
for LEA Associates South Asia Pvt. Ltd.

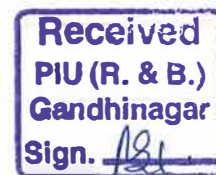

SAGAR Deshmukh
Authorised Signatory and
Senior Highway Engineer and Project Planning Expert



6/7/19

Copy along with the minutes of the meeting is forwarded to:

1. The Superintending Engineer, (PIU), R&BD-GoG, Nirman Bhawan, Ground Floor, Sector No. 10/A, Gandhinagar – 382010 (Gujarat)
2. Financial Controller, PIU, Nirman Bhavan
3. The Executive Engineer, SRP Division Vadodara
4. The Executive Engineer, SRP Division Rajkot
5. The Executive Engineer, SRP Division Mehsana



6/7/19

Encl.: Minutes of the Meeting

Corporate Office: B-1, E-27, Mohan Cooperative Industrial Estate, Mathura Road, New Delhi-110044, India

T | 91-11-2697 3950-52, 41678150 F | 91-11-2697 1062

Email: lasa@lasaindia.com, www.lasaindia.com

Corporate Identification Number: U74899DL1993PTC055750



Second Gujarat State Highway Project (GSHP-II)

Internal Audit Committee Meeting of Second Gujarat State Highway Project (GSHP-II)

Date: 05-07-2019

Time: 12:00 Hrs.

Venue: SE-PIU Room, Gandhinagar

Internal Audit Committee Meeting of Second Gujarat State Highway Project (GSHP-II) was held at PIU R&BD, Gandhinagar; it was chaired by SE (PIU).

Attendees:

Sl. No.	Name	Position
PIU		
1	Mr. D. K. Solanki	Superintending Engineer
2	Mr. S.M. Raval	Executive Engineer-SRP Division, Vadodara
3	Mr. R.T. Rohit	Executive Engineer-SRP Division, Rajkot
4	Mr. Minesh Kumar	DAO-II/SRP Division, Rajkot
5	Mr. S.F. Shaikh	Deputy Executive Engineer, SRP Division, Vadodara
PMC		
5	Mr.H.N. Saxena	Team Leader
6	Mr. Naresh Gandu	IDAP/GAAP Co-coordinator
7	Mr. Ranganath Yugandhar	Financial Controller
Internal Auditor (IA)		
8	Mr. Jay Gupta	Senior Audit Manager

Minutes:

- Mr. D. K. Solanki, Superintending Engineer (PIU) welcomed the attendees.
- Mr. Jay Gupta from IA briefed the chair about the audit progress of the assignment and discussed about the Internal Audit report submitted. SE-PIU briefly discussed about the internal audit observations with the forum and imparted directions to IA and Divisional offices.

Audit observations from division offices by IA and SE-PIU's directions

• Rajkot Division

SL No	Audit Observations in January-March 2019 report	Directions of SE PIU/ Remarks
1	We have observed that 9% charge has not been booked for the month of March 2019 in monthly account nor in IUFR	Difference amount of 9% should be closed in next bill.
2	We have observed that cash book has not been closed on monthly basis. There was no signature of Divisional Account officer and Executive Engineer on closing balance of Cash book.	Signature of Divisional Accounts officer and Executive Engineer should be taken and compliance should be done before the next audit.
3	A monthly account prepared by Division was not signed by Divisional Account Officer and Executive Engineer.	Signature of Divisional Accounts officer and Executive Engineer should be taken.
4	We have observed that insurance Register was not updated for the period covered under Audit.	Reported to be updated



- Vadodara Division

SL No	Audit Observations in January-March 2019 report	Directions of SE PIU/ Remarks
1	Performance Bank Guarantee of one Contractor is expired and under process for renewal: We have observed that performance bank guarantee for contractor named Ashish Infracon Pvt Ltd JV Backbone Enterprises Ltd for the work of widening and Strengthening of Dhansura-Meghraj Road was expired on 14-12-2018 and Contractor has applied for extension of BG to this bank and has given written assurance to division to submit BG as earliest possible.	Bank guarantee should be renewed without further delay.

- Mehsana Division

SL No	Audit Observations in January-March 2019 report	Directions of SE PIU/ Remarks
1	Insurance policy was expired but not renewed: During the audit we have observed that insurance policies for Workman compensation of RKC infrabuilt was expired on 27-12-2018 and insurance of intercontinental consultants and Technocrats Pvt Ltd JV with PWC Ltd was expired on 5-5-2018. Deloitte Thmastsu India- LLP has not submitted insurance as per Contract Agreement, valid 31/5/2019	SE-PIU directed EE-SRP Mehsana to pursue the matters and report on the actions taken in this respect.
2	Insurance Register was not maintained at Division office.	SE PIU directed the Division officer to maintain Insurance register.

TL-PMC and SE – PIU advised the IA consultants to incorporate compliance of earlier meetings and to incorporate action taken sheet in upcoming reports. Mr. Jay Gupta assured to incorporate the same from the next submissions.

Attendance sheet of the meeting is attached as **Annexure 1**.

The meeting ended with vote of thanks to the Chair.



Annexure

Second Gujarat State Highway Project (GSHP-II)

Internal Audit Committee Meeting-July 2019

Project Implementation Unit (PIU)-Gandhinagar

Consultancy Services for Internal Audit of Second Gujarat State Highway Project (GSHP II)

Date: 05-07-2019

Time: 12:00 hrs

Sl. No	Name	Designation/Position	Representing	Contact Details (Mobile & Email ID)	Signature
1	Jay Gupta	Senior Audit Manager	Agarwal & Chaudharia, CA's	9724955076 & internalaudit@adaindia.com	Jay
2	S M Raval	Exec. Engineer Sr. Exec. Personal Engineer Dist. Gandhinagar	R.I.C Dept.	882601660 s3ravals@gnmail.com	S M Raval
3	H.M SAXENA	T.L. PMC	PMC	8469355071 hmsaxena@kccindia.com	H.M.
4	R.T. ROHIT	Exec. Engr SRP Div. RAJKOT	SRP-DIVISION RAJKOT	99250 32115	Rohit
5	R.T. ROHIT	Exec Engr	PIU (W.B) Gandhinagar	99250 32115 ee@piu.rtrchit@gmail.com	Rohit
6	D.K. Solanki	SE-PIU	REBD	sepiu.dksolanki@gmail.com	D.K. Solanki
7	K. Naresh	MD/IT&P Coordinator	LASA	naresh@lasa-india.com	K. Naresh
8	Munesh Kumar Meens	DAO-II/ SRP RAJKOT	SRP RAJKOT	9723408321/8114482527 exesry-mk@gsrnet.gov.in	Munesh
9.	S. F. Shaikh.	Dep. Exe. Engr.	S.R.P. Div. Vadodara.	95588-12420 toomuch_1978@yahoo.com	S. F. Shaikh
10	N Ranganath Jayandhar	Financial Controller -AIC	PMC	9566162545 nanganath@kccindia.com	N.R.



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Time: 12:00 hrs

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1	Jay Gupta	Senior Audit Manager	Agarwal & Bhandhania CA's	9724955076 & internalaudit@adaindia.com	Jay
2	S.M. Raval	Exec. Engineer State Road Project PIU Vadodra	R & B Dept.	9824014040 Ssraval66@gmail.com	S.M. Raval
3	J.N. SAXENA	T.L. PMC	PMC	8469355571 hnsaxena@bsaIndia.com	J.N. Saxena
4	R.T ROHIT	Exc. Engr SRP Div. RAJKOT	S.R.P. Division RAJKOT	99250 32115	Rohit
5	R.T ROHIT	Exc. Engr	PIU (W.B) Gandhinagar	99250 32115 ee@piu.rtochit@gmail.com	Rohit
6	D.K. Solanki	SE-PIU	REBD	sepiu.dksolanki@gmail.com	D.K. Solanki
7	K. Narash	MANAGER CONTRACTS	LASA	narash@bsaIndia.com	K. Narash
8	Munesh Kumar Meena	DAO-II/ SRP Rajkot	SRP Rajkot	9723408321/8114482527 exesry-rj-mk@gumuk.gov.in	Munesh Kumar Meena
9	S. F. Shaikh.	Dep. Exc. Engr.	S.R.P. Div. Vadodra.	95588-12420 toomuch_1978@yahoo.com	S.F. Shaikh
10	N. Ranganath Jagandhar	Financial Controller -AIC	PMC	9566162845 nanganath@bsaIndia.com	N.R. Jagandhar

