

Report of 40th meeting of the  
Technical Committee for the construction of the new  
NIA

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The 24th of March 1961, at 9:00 a.m. a meeting of the Technical Committee for the construction of the new National Institute of Administration was held at the Office of the workshop at Tran Quoc Toan Street.

Were present in the meeting:

Messrs. - Vu Quoc Thong, Rector of the Institute . . Chairman  
Assisted by Mr. Nghiem Dang, Vice-  
Rector

- Ho Dac Cao, Architect, representative  
of the Director General of Reconstruc-  
tion and Urban Planning, concurring  
Manager of the NIA building project. . . . Member
- Duong Thieu Chi, Representative of the  
Director General of Budget and Foreign  
Aid . . . . . Member
- Emery, MSU Specialist . . . . . Member
- Hoang Dinh Khoi, Engineer, Technician  
of the Presidency . . . . . Member
- Musolf, Chief Advisor of MSUG . . . . Member
- Beidler, Architect, USOM . . . . . Member
- Pham Duy Suu, Chief, Administrative  
Services of the NIA . . . . . Member
- Huynh An, Private architect, Advisor  
of the Project
- Ton That Huon , contractor of lots A + B.

The following agenda was discussed:

- I. Report of the Sub-Committee in charge of supervising the electricity installation to be made by Contractor Cao Van Trau.- Mr. Hoang Dinh Khoi reported that the Committee had considered the electricity sketch and found that some changes to be made. These changes and the recommendations had been mentioned in the sketch.

The meeting decided that the Sub-Committee submit the project with all the recommendations to the Manager in order for the latter to notify the Contractor for execution.

Mr. Ho Dac Cao: I should like to take this opportunity to report to the Committee the following: Although the Contract has been approved and the security money deposited, Contractor Cao Van Trau has shown lack of good will in his work: One day, I met him in the workyard and asked him to come to my office for discussions on various procedures of the work, he said yes but never showed up. He gave me his address in Saigon, but when I came, it was the headquarters of the City Fire Department, and I could not see him. I cabled him twice to his address in Nha Trang, but have got no answer. I think we should take appropriate measure against him which is to officially send him a note urging him to work. If this is not effective, we shall proceed the work either by state-management method or by assignment to another contractor and Mr. Trau shall be held responsible for all extra expenditures.

Decision of the Committee: The Manager of the Building Project shall urge the Contractor through two ways: to telephone directly to him, and at the same time, to notify the Reconstruction Office of Nha Trang to officially contact him. If this is not effective, an official Note to be sent to him shall be prepared and signed on March 28; which note shall reach him two weeks later, approximately on April 15. If ten days later, April 25, no answer from him is heard, the contract shall be cancelled counting from May 5. By doing so, the work could be delayed of two months.

The manager should plan right now what should be done if Contractor Cao Van Trau gives up the work (he could contact Contractor No. 2 and No. 3 who had bidden the same bid and who live right in Saigon etc...) so that at the date of July 1, 1961 which is the latest date, all works should be completed.

## II. Tiling of the floors

Mr. Ton That Huon: Those bricks which had not been used in floor tiling shall be replaced by good ones. But I asked the leniency of the Committee as to the used ones: only the cracked ones likely to broken are to be replaced. Only then can the prestige of the Contractor be preserved. In reality, the responsibility for this matter is not solely that of the contractor; the government officials in charge of controlling the materials brought into the workyard are also responsible for.

Mr. Chairman: It was mainly for the prestige of the contractor that in the last meeting, the Committee had decided that this should be done. This contracted work is paid from foreign aid fund. Representatives of the Foreign Aid Missions are present in the meeting. If the contractor is eager to make correction of all defects shown him by the Committee, he then can show his good will and his prestige is preserved.

Mr. Ho Dac Cao: This is the fault of the Thanh Danh Brick factory. This factory has been negligent in making the bricks, mostly on the occasion of the New Year. The bricks were not carefully soaked for 48 hours, that is why they are all cracked now. Mr. Huon can very well execute the decision of the Committee and request the Factory to pay him the damages later.

Mr. Ton That Huon: I ask the Committee to give me a delay of two months for the already tiled spaces. After two months, the cracked bricks can come back together. If they don't, I shall only ask for a lower charge for those spaces which had been surfaced with these bricks of bad quality.

Decision of the Committee: This proposal cannot be accepted. After two month if the bricks do not come together, then we have to move out again for re-tiling; this would be more expensive. Moreover, there is no guarantee that the cracked bricks shall come together after a period of two months. Therefore, the removal of the cracked bricks must be done now in accordance with the specifications.

Mr. Ton That Huon: I will refuse to do so, because this is not my sole responsibility, it is also that of the supervisor of the workyard.

The Committee: The Committee maintains its view: broken or cracked bricks must be removed and replaced. The Manager of the Project shall supply the contractors with necessary documents showing that these defected bricks are the faults of the producer, and the contractors may request damages from them.

### III. Air Conditioners

Decision of the Committee: The Sub-Committee composed of Mr. Emery and Mr. Pham Duy Suu shall study and submit its recommendations on the installation of the air conditioners to the Manager for execution.

### IV. Water System

Decision of the Committee: 4 water spouts shall be installed for supply of water to water the grass and plants in the front and back yards. - Water pipe shall be installed from the well to the main reservoir. When the city water runs short, this water shall be used.

V. Materials for the ceiling of the main auditorium

Mr. Ho Dac Cao: It was planned that the ceiling was to be made with the Collotex, but this material is not on sale on the local market (100\$ a sq. meter) Acoustic tiles shall now substitute the Collotex and they cost 250\$..- An extra amount of 90,000\$ shall be needed.

Decision of the Committee: Mr. Cao shall give more details on this on the next meeting.

The meeting ended at 11:30, after the members made a visit to the construction.

Secretary,

PHAM DUY SUU

Chairman,

VU QUOC THONG