

CIRCULAR NO. 372

- SUB: 1. Development works to be executed with proper planning.
2. Substitution of C.I., manhole covers.
3. To avoid provision of any redundant conditions in acceptance letters issued by S.Es/C.Es.

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C.T.E., during inspection of one of the works in D.D.A., had observed the following lapses:-

1. Development works executed without proper planning:-

While developing a colony, the roads had been constructed first and the sewer lines had been laid subsequently, resulting in an avoidable wasteful expenditure.

It is, therefore, enjoined upon all EEs/SEs/CEs that in future all development/construction activities should be taken up with proper planning and in proper sequence, so as to avoid any infructuous/wasteful expenditure.

2. Provision of RCC covers instead of CI covers:-

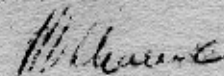
In the agreement of one of the works, there was a provision of RCC covers on man-holes. The RCC covers were, accordingly, procured by the contractor, but these were subsequently taken over by the department and CI covers were procured through the same agency and provided on the manholes on the pretext that these were required to be provided as per the MCD norms. The taken over RCC covers were proposed to be utilised by the department in place of missing manhole covers during the maintenance of the colony. The CTE, however, observed that if the RCC covers could be used during maintenance, then the same could have been used at the first instance also, and that the field staff should have approached their counter-parts in MCD to convince them regarding the use of RCC covers in place of CI covers on the man-holes to avoid financial/contractual complications.

In view of the above observations of the CTE, it is enjoined upon all EEs/SEs/CEs to ensure that specific care is exercised in framing the NITs, so as to ensure that the specifications adopted therein are strictly in accordance with the MCD norms and there is no difficulty during the operation of the contract and during the handing over of the services to the MCD. They should also explore all possibilities of adopting economic specifications, and in case of any deviation from the MCD norms, these specifications should be incorporated in the NITs only after taking up the matter with their counterparts in the MCD for obtaining their prior concurrence for the same.

3. To avoid redundant conditions in the acceptance letters issued by SEs/CEs.

In one of the acceptance letters issued by a Superintending Engineer, certain conditions asking for preparation of tender papers strictly as per approved NIT, witnessing of the tender papers before sending to the competent authority, ensuring the receipt of the earnest money, ensuring the submission of Income Tax Clearance certificate by the Agency to ensure that the contractor is enlisted in proper class, etc. etc. had been incorporated. The CTE had observed that these conditions/requirements were to be checked at the time of the issue of the tender papers and/or processing of the tenders and not at the time of the issue of the acceptance letter after the tenders had been approved.

It is, therefore, enjoined upon all the EEs/SEs/CEs that they must examine all such requirements at an appropriate stage and only valid tenders should be accepted for the award of works, after which, only appropriate and relevant conditions should be incorporated in the Acceptance Letter, so that there is no ambiguity in the same.



(H.D. SHARMA)
ENGINEER MEMBER.

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