

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/8623

Dated: 10.12.84

CIRCULAR NO. 71

As per Director General (Works) CPWD's Office order vide No.CE/Acctt./582 dt. 19.11.84, it has been decided that when a request for supply of copy of final bill is received one year after its payment, the same may be supplied on payment of Rs. 200/- (Rs. Two hundred only).

EM/DDA has approved for following these orders by the Engineering Divisions of DDA.

Sd/-
(M.K.GOEL)
E.O. II TO EM.

O.S.D. to Vice-Chairman/DDA

Finance Member/DDA

All CEs alongwith spare copies for distribution amongst their SEs and EEs.

DELHI DEVELOPMENT AUTHORITY

CIRCULAR NO. 72

Sub: Approval of Select List.

In one of the case, CTE has commented that select list of the contractors had been finalised without keeping on the record criteria for selection. It is enjoined upon all the officers that while calling applications from contractors/suppliers for their enlistment in select list, they should specify various requirements regarding financial capability, technical capability past experience, performance etc. At the time of scrutiny and final selection the basis of selection should be placed on record.

These instructions must be followed strictly.

Sd/-
ENGINEER MEMBER

Dated: 19.12.84

NO.EM.1(10)83/8951

All CEs.
All SEs i/c Dir.(Hort)
All EEs i/c Dy.Dir.(Hort.)

Sd/-
E.O. to E.M.

DELHI DEVELOPMENT AUTHORITY

NO. EM.1(10)83/135

Dated: 7.1.85

CIRCULAR NO. 73

It has come to notice that in some of the NITs/agreements, articles of particulars brand are being specified. This amounts to patronising of items of particulars firms. In order to avoid the above situation, the tenders should be called indicating the specifications of items or the relevant I.S. standards. The specifications of the items should be drafted carefully so that there is no necessity of mentioning any brand. Reference to ISI or CPWD specifications may be given wherever applicable. It may be noted that in all future agreements/NITs for supply of materials or for execution of works, the name of the brand of the material should not be mentioned.

Sd/-
(J.K. VARSHNEY)
ENGINEER MEMBER

1. All Chief Engineers,
2. All Suptdg. Engineers,
3. All Executive Engineers.

DELHI DEVELOPMENT AUTHORITY
ENGINEERS CIRCLE :V

No. F.26(2)85/C-V/SW/Vol.IV/

Dt.

Copy to:

All EEs for information and necessary action.

Sd/-
(S.K. JAIN)
E.A. TO S.E. (V)
DDA: VIKAS KUTIR.

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/310

Dated: 10.1.85

CIRCULAR NO. 74

It is reported that a number of requests for posting of policemen for the protection of staff and maintenance of peace at the places where tenders are invited for execution of works in DDA are being made to the police department, it is not possible to agree to so many requests by the Police Department. Therefore, the Executive Engineers & Dy. Director (Hort) DDA. are requested to ensure that they should keep the tender boxes in their rooms and allow all the intending contractors to put their tenders freely in their presence so that no contractor is prevented by others from submitting the tenders.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

Copy to:-

1. All CEs.
2. SEs/ i/c SSWs & Dir.(Hort)
3. All EEs i/c Dy.Dir.(Hort) & SWS
4. Director (Slum)
5. SE(S&JJ)
6. All EEs(S&JJ)
7. Guard file.

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)33/616

Dated: 18.1.85

CIRCULAR NO. 75

As per standing instructions, cement registers are required to be maintained at the different work sites for account of cement by the Junior Engineers.

The cement received for the work must be stored in the site store meant for the work. As far as possible, only one store should be maintained for each work. However, if the number of stores reqd. to be maintained for a particular work is more than one, then the total number of stores, location of each store be clearly indicated on the cement register and should also be indicated on each store.

As certain sites the work relating to the operation of the cement godowns and maintenance of cement register has been entrusted to different JEs. These cement godowns are being operated by these JEs without regard to any fixed schedule or rotation. In order to streamline the system, it has been decided that only one JE will operate the cement godown and will make necessary entries in the cement register for a fixed duration which may be specified by the EE. After the period of a particular JE for operation of the cement godown and also hand over the cement register to the other JE for operation of the same for the subsequent period. The cement godown shall be operated by one JE during a particular period as assigned by the EE.

The above instructions should be followed meticulously by all concerned in addition to the existing instructions on the subject.

Sd/-
(J.K. VARSHNEYA)
ENGINEER MEMBER

Copy to:-
All CEs.
All SEs.
All EEs.

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/1416

Date: 15.2.85

CIRCULAR NO. 76

It has come to my notice that the officials are not attending the office in time in the Divisional and Circle offices. It is the responsibility of the heads of the Divisions & Circles to ensure that all the officials working under them attend the office punctually in time. The Executive Engineers & Suptdg. Engineers should make suitable arrangements in their divisions and circles respectively for checking of the attendance in the morning and putting cross mark in the attendance register against the officials who are not found present at the time of checking the attendance. The EEs/SEs should also make surprise checks of their offices and those of their subordinates in order to ensure punctuality and proper discipline. Disciplinary action should be taken against the defaulting officials.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

1. All EEs
2. All SEs
3. All CEs(R)
4. Director(S&JJ)

DELHI DEVELOPMENT AUTHORITY
(ENGINEER CIRCLE (V))

No. SE(V)/10(13/85)

Dated:

Copy to:

All EEs & EE(P) for information and necessary action.

Sd/-

(S.K.JAIN)

E.A. TO S.E.(V)/DDA
VIKAS KUTIR/N.DELHI.

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/1479

Dated: 16.2.85

CIRCULAR NO. 77

Sub: Negotiations-Procedure for conducting.

Detailed instructions regarding conducting negotiations are contained in section 20 para 12 of CPWD. Manual, Vol. II. These instructions should be followed very strictly by the EEs/SEs/CEs.

As a general rule, negotiations should not be resorted to but in cases where it becomes necessary to do so, negotiations should be restricted only to the lowest tenderer unless otherwise advised by the competent authority for which their prior approval should be obtained. As per provisions of CPWD Manual Vol. II no negotiations should be resorted to in order to bring down rates when these are only marginally in excess of the lowest rates received and accepted for similar works in the post. In order to ensure that the sanctity of the tender system is not violated and to avoid a tendency to make tenders tentative rather than competitiveness, it has been decided that excess in rates upto the percentage marginal limits as indicated below shall be ignored:-

Value of Works	Limit Marginal
a) For works costing upto Rs. 50000/-	5%
b) For works costing about Rs. 50000/- upto Rs. 5 lacs.	2.1/2%
c) For works costing over Rs. 5 lacs	1%

As provided in para 95(b) of CPWD code in cases where the lowest tender is not accepted, reasons should be recorded confidentially and prior approval of the authority next higher than the one competent to accept the tender should be obtained. In case of CE, however, it would not be necessary to obtain such approval for contracts upto 22.5 lacs. Prior approval of WAB will however be necessary in respect of contracts amounting to Rupees more than Rs. 22.5 lacs.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

All Chief Engineers.
All Suptdg. Engineers.
All Executive Engineers.

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/1749

Dated: 21.2.85

CIRCULAR NO. 78 of 85

Director General (Works) C.P.W.D. has circulated a memo vide No. CE/Con/796 dated 29.1.85 regarding increase in amount of Lump Sum Security Deposit for securing exemption for payment of earnest money in respect of class II(B&R) & Class I(Elect)/S&W/Furniture contractors. The Engineer Member, DDA has approved for implementation of the same in DDA. A copy of the same is circulated in D.D.A. for necessary action.

Sd/-
(OM PRAKASH)
DIRECTOR (WORKS)

Encl: As stated.

1. Finance Member
2. All Chief Engineers.
3. Chief Vigilance Officer.
4. Chief Accounts Officer
5. All SEs i/c Director(Hort).
6. All EEs. i/c Dy.Directors (Hort.)

Copy to: Asstt. Engineer, E.M.Section for necessary action.

Sd/-
EO II TO EM

DIRECTORATE GENERAL OF WORKS
CENTRAL PUBLIC WORKS DEPARTMENT

NO. CE/CON/796

Dated: New Delhi the 29.1.1985

MEMORANDUM

Sub: Lump Sum Security Deposit for grant of exemption from payment of Earnest Money with individual tender-Enhancement thereof.

According to para 3 of Section 21 of CPWD Manual Volume-II, the contractors enlisted with this department in the following categories have been given the option to deposit a lump sum amount as shown hereunder with this office to secure exemption from payment of Earnest Money with the individual tenders:

Class of Contractors	Amount required to be deposited
Class I (B&R)	Rs. 20,000/-
Class II(B&R)	Rs. 15,000/-
Class III(B&R)	Rs. 10,000/-
Class-I(Electrical)/S&W/Furniture	Rs. 5,000/-
Class-II(Electrical)	Rs. 3,000/-
Class-III(Electrical)	Rs. 2,000/-

2. It has now been decided in consultation with the Ministry of works & Housing, to raise the amount of lumpsum deposit for securing exemption from payment of Earnest Money with individual tenders as under:-

Class-I(B&R)	No Change.
Class-II(B&R)	Rs. 20,000/-
Class-III(B&R)	No Change
Class-I(Elect)/S&W/Furniture	Rs. 10,000/-
Class-II & III (Elect)	No Change.

3. The contractors enlisted in class II(B&R) and Class I (Elect)/S&W/Furniture who are already enjoying the facility of exemption from payment of earnest money with individual tender by virtue of their lumpsum deposit of Rs. 15,000/- and Rs. 5000/- respectively are being asked to deposit the balance amount and execute fresh Bond with this office by 31st March, 1985, failing which their exemption would stand cancelled.

4. Executive Engineers are requested to ensure that Class-II(B&R) and class I(elect)/S&W/Furniture Contractors who are not granted exemption from payment of earnest money with individual tenders by 31.3.1985 are not allowed exemption from payment of earnest money in respect of tenders called after 31.3.1985. For tenders called upto 31.3.85, the contractors

may be asked to deposit the difference of Earnest Money mentioned in the tenders and the Lumpsum Deposit already made by them.

5. Executive Engineers are also requested to note that as and when tenders are thrown open to contractors enlisted in the lower category, difference in the amount of Earnest Money mentioned in the tender papers and the amount of lumpsum deposit made by the contractors with D.G. (W) is insisted upon to make the tender valid.

Sd/-

(A.S. SIDHU)

Financial Officer to Dir.Genl.(W).

Issued from file No. Exmt/1-5)

Security Section.

To

1. Min. of Works & Housing, New Delhi.
2. Engineer Member, DDA, Vikas Minar, New Delhi.

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/1823

Dated: 26.2.1985

CIRCULAR NO. 79

Sub:- Non-deletion of the irrelevant technical specifications.

In one of the case, CTE has commented that technical specifications for the ti items which were not a part of the schedule of quantities and were therefore not intended to be executed had also been included in the NIT. Such inclusion of irrelevant specifications is likely to create confusion. It is therefore, ordered that no irrelevant specifications should be included in the NITs. All officers are requested to ensure t strict compliance of these instructions.

Sd/-
(J.K.VARSHNEYA)
ENGINEER MEMBER

Copy to:

CE/DDA

All CEs/DDA

All SEs/DDA

All EEs/DDA

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/1975

Dated: 1.3.1985

CIRCULAR NO. 80

Director General (Works) CPWD has circulated a Memo vide No. CE/CON/793 dated 10.12.84 regarding amendments to clause 42(ii) & 42(iii) of CPWD Standard contract forms Nos. 7 & 8. It has been decided by the Engineer Member, DDA to follow the said amendments in DDA. A copy of the same is circulated for necessary action.

Sd/-
(OM PARAKASH)
DIRECTOR (WORKS)

Encl: As stated.

1. Finance Member
2. All Chief Engineers
3. C.V.O.
4. C.A.O.
5. All SEs/ i/c Dir. (Hort)
6. All EEs i/c Dy. Dir. (Hort)
7. Director (S&JJ)
8. A.O. (Inst. Inspection & Audit Cell)

DELHI DEVELOPMENT AUTHORITY
ENGINEERS CIRCLE: V

No.F.26(2)/85/C-V/SW/

Dt:

Copy to all EEs for information and necessary action.

Sd/-
(S.K. JAIN)
E.A. TO S.E. (V)
DDA: VIKAS KUTIR.

DIRECTORATE GENERAL OF WORKS
CENTRAL PUBLIC WORKS DEPARTMENT

NO.CE/CON./793

Dated: New Delhi the 11.84

MEMORANDUM

Sub: Amendment of Clause 42(ii) & (iii) of CPWD Standard contract forms No. 7 & 8.

A copy of standing order No. 259 issued by the Min. of W&H vide No. 28012/15/83-W4 dated 9.10.1984, is forwarded herewith for compliance in future.

Sd/-
(A.S. SIDHU)
F.O. TO D.G. (WORKS)

Encl: One

Issued from file No. 11/6/81-A&C(DGW).

To

14. Engineer Member, DDA Vikas Minar, New Delhi

GOVERNMENT OF INDIA
MINISTRY OF WORKS & HOUSING.

No.28012/15/83-W-4

Dated: New Delhi the 9.10.84

To

The Director General (Works)
C.P.W.D. Nirman Bhavan, N.Delhi.

STANDING ORDER No. 259

Sub: The amendment of clause 42(ii) & 42(iii) of the C.P.W.D. standard contract form No. 7 & 8.

CORRECTION SLIP CLAUSE 42(ii) AND 42(iii).

Sir,

In supersession of this Ministry's letter of even number, dated the 24th July, 1984, I am directed to convey the sanction of the President to the amendment of paras (ii) and (iii) of the clause No. 42 of the C.P.W.D. standard contract form No. 7 & 8 as under:-

"CLAUSE 42(ii):- After completion of the work, the theoretical, quantity of cement to be used in work shall be calculated on the basis of

statement showing quantity of cement to be used in different items of work provided in Delhi Schedule of Rate, 1977 printed by the CPWD. In case any item is executed for which the standard constants for the consumption of cement are not available in the above mentioned statement or cannot be derived from this statements, the same shall be calculated on the basis of standard formula to be laid down by the Superintending Engineer of the Circle concerned. Over this theoretical quantity of cement, shall be allowed a variation up to 3% plus/minus for works estimated cost of which as tender is not more than Rs. 5 lakhs and upto 2% plus/minus for works estimated cost of which put to tender is more than Rs. 5 lakhs. The difference in the quantity of cement actually issued to the contractor and the theoretical quantity including authorised variation, if not returned by the contractor, shall be recovered at twice the issue rate, return of materials governing the contract. In the event of its being discovered that the quantity of cement used is less than the quantity ascertained as herein before provided (allowing variation on the minus side as stipulated above), the cost of quantity of cement not so used, shall be recovered from the contractor on the basis of stipulated issue rate and cartage to site.

CLAUSE 42(iii):- The provision of fore-going sub-clause shall apply Mutatis-Mutandis in the case of steel reinforcement or structural steel sections (each diemetre/section or category shall be considered separately) except that the theoretical quantity of the steel shall be taken as the quantity required as per design or as authorised by Engineer-in-Charge including authorised lappages plus 3% wastage due to cutting into pieces. Over this theoretical quantity 2% plus/minus shall be allowed as variation due to wastage being more or less."

DG(W), CPWD will, however, review the actual wastage/variation of cement/steel being used in different items of works by conducting detailed field study and comparing effects of proposed amendments.

Yours faithfully,

Sd/-

(RAJESH CHABBRA)

DIRECTOR (WORKS)

Copy forwarded for information and necessary action to:

Sd/-

(S.G.WAZIRANI)

SECTION OFFICER (SPL).

GOVERNMENT OF INDIA
DIRECTORATE GENERAL OF WORKS
CENTRAL PUBLIC WORKS DEPARTMENT

No. CE/ACCTT/584

Dated: New Delhi, the 6th Feb. 1985.

MEMORANDUM

Subject: Scale of charges for sale of tender papers to Contractors.

In partial modification of instructions contained in para 10, Section 19 of CPWD Manual Volume II, it has been decided that henceforth when tenders are recalled, tender documents will be sold at full price even to those contractors who had purchased tenders in the first instance for the same works.

Sd/-
(A.S. SIDHU)
F.O. TO D.G. (WORKS)

Issued from file No. 21/2/83-A&C(DGW)

To

1. Ministry of works & Housing, New Delhi.
13. Engineer Member, DDA, Delhi Admn. Vikas Minar, N. Delhi.

DELHI DEVELOPMENT AUTHORITY

No. EM1(10)83/1977

Dated: 2.3.85

CIRCULAR NO. 81

Director General (Works) C.P.W.D. has circulated memo vide No. CE/ACCTT/584 dated 6.2.85 regarding scale of charges for scale of tender papers to contractors. As per this memo when the tenders are recalled, tender documents will be sold at full price even to those contractors who had purchased tenders in the first instance for the same work. The Engineer Member, DDA has approved for the implementation of the same in DDA and hence a copy of the same is circulated for necessary action.

Sd/-
(OM PARKASH)
DIRECTOR (W)

Encl: As stated.

1. Finance Member,
2. All Chief Engineer (R)
3. Chief Vigilance Officer
4. Chief Accounts Officer.
5. All SEs i/c Director (Hort)
6. All EEs i/c Dy. Director (Hort) with five spare copies for their AEs & A.Ds.
7. A.O. (Internal Inspector Audit Cell).

DELHI DEVELOPMENT AUTHORITY
(ENGINEERS CIRCLE-V)

No. SE(V)/10(13)/85/

Dt:

Copy to all EEs & EE(P) for information and necessary action please.

Sd/-
E.A. to S.E.(V) /DDA

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/2125

Dated: 6th March, 1985.

CIRCULAR NO. 82

It has been observed that very simple staff problems which can be sorted out at the level of EE/SE/CE are referred to this office. This has been viewed very seriously and it tantamounts to dereliction of duties by the concerned officer(s). It may please be ensured that, in future, all out efforts should be made to sort out the staff problems at the level of EE/SE/CE. If there is any problem requiring inter-zonal solution, then only it should be referred to EM's office with a proper note and recommendations.

Sd/-

(J.K. VARSHNEYA)
ENGINEER MEMBER

1. All Chief Engineers (By Name)
2. All SEs (By Name)
3. Director of Hort (By Name)
4. Director (S&JJ) (By Name)
5. A.O.(Int.Inspt.Audit Cell).

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/2200

Dated: 11.3.85

CIRCULAR NO. 83

A circular vide No. CE/CON/794 dt. 5.12.84 has been received from Director General (Works) C.P.W.D. regarding notice to be given to the contractor for rectification of defective work and removal of sub-standard material proforma.

The EM, DDA has approved for circulation of the same for guidance and implementation by the EEs of DDA. A copy of the same is enclosed herewith for necessary action.

Sd/-
(OM PRAKASH)
DIRECTOR (WORKS)

Encl; As stated.

Copy to:-

1. Finance Member
2. All Chief Engineers.
3. Chief Vigilance Officer.
4. Chief Accounts Officer.
5. Director (S&JJ)
6. All SEs i/c Dir (Hort).
7. All EEs i/c Dy. Dir. (Hort).

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/2663

Dated: 20.3.85

CIRCULAR NO. 84

It is reported in many cases that the Executive Engineers are not attending to the court cases d timely and having in-different attitude towards the same. This has been viewed very seriously. In future all the EEs are advised to see and ensure personally that no court case is delayed. Reoccurrence of any delay in such matters shall be considered solely on the part of the EEs.

Sd/-
ENGINEER MEMBER

All EEs.

Copy to: All CEs for information
All SEs for information.

Sd/-
DIRECTOR (WORKS)

DELHI DEVELOPMENT AUTHORITY

No. EM.1(10)83/2664

Dated: 20.3.85

CIRCULAR NO. 85

Sub: Inspection of works.

Attention of CEs/SEs/Dir. (Hort)EEs/Dy. Directors(Hort) is invited to circular No. 13 & 61 dt. 18.5.83 & 18th August, 1984 respectively issued by the Engineer Member on the above mentioned subject. Vide aforesaid circulars, instructions were issued that the said officers will inspect the work under their charge frequently for their proper and satisfactory execution of works in regard to quality, design & specifications. It was further emphasised that copies of inspection notes shall be issued by them.

It is observed that the said instructions are not being followed. It is again enjoined upon all the officers to inspect as asked for. They should also ensure the compliance of their previous inspections during their subsequent inspections. Non-compliance of the said instructions will be viewed seriously and may result in disciplinary action.

Sd/-
(J.K. VARSHNEYA)
ENGINEER MEMBER

All CEs.

All SEs i/c Director (Hort.)

All EEs i/c Dy. Director (Hort.)

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/2853

Dated: 26&27.3.85

CIRCULAR NO. 86

It has been brought to my notice that we are not consulting P W D staff while constructing drains etc. along P.W.D. roads. In future we should start the construction work of drains etc. along PWD roads only after prior consultation with PWD officials. All EEs/SEs and CEs are directed not to start any work along PWD roads without prior consultation of PWD officials. If they have any problem, they may be sorted out at their own level. If it is not possible to sort out the matter at their level, then the matter may be brought to my notice.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

All Chief Engineers

All SEs including SEs(Elect & Director (Hort.)

All EEs including EEs(Elect) & Dy. Directors(Hort)

By Name.

DELHI DEVELOPMENT AUTHORITY

No. EM.1(10)83/2867

Dated: 27.3.85

CIRCULAR NO. 87

Director General (Works) CPWD has circulated vide No. CE/
Acctt./585 dt. 8.3.85 clarification regarding delegation of
powers to various officers for local purchase of materials.
A copy of the same is enclosed herewith for strict adherence by
officers in DDA.

Sd/-
(J.K.VARSHNEYA)
ENGINEER MEMBER/DDA

Encl: As stated.

Copy to:

All Chief Engineers.

All SEs i/c Director (Hort.)

All EEs i/c Dy. Directors (Hort) with spare copies for
circulation amongst their AEs & ADs (Hort).

Sd/-
(OM PRAKASH)
DIRECTOR (WORKS)

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/2056

Dated: 29.3.85

CIRCULAR NO. 88

A copy of proforma for writting the performance report of the contractors was circulated in Engineering & Hort. Wing under Engineer Member's circular No. 55 issued vide No. EM.1(10)83/5671 dt. 3.8.84 As per this circular the performance report in respect of all works costing Rs. 5 lacs and above was required to be written annually i.e. from 1st July to 30th June and confidential register of the contractors was required to be maintained in respect of all works costing less than Rs. 5 lacs.

In partial modification of the said circular No. 55 the Engineer Member, DDA has approved enhancement of the present limit of Rs. 5 lacs to Rs. 10 lacs. However, the other conditions remain the same.

Sd/-

(OM PRAKASH)
DIRECTOR (WORKS)

All CEs.

All SEs i/c Director (Hort)

All EEs i/c Dy. Director (Hort)

Director (S&JJ)

A.O. (Int. Insp. Audit Call).

DELHI DEVELOPMENT AUTHORITY

No. EM.1(10)83/2981

Dated: 23.3.85

CIRCULAR NO. 89

Sub: Clearance of Projects by the Expert Committee.

In partial modification of circular No. 28 issued vide EM.1(10)-83/4141 dt. 13.7.83, EM has reconstituted the Expert Committee as under:-

- | | |
|------------------------------|---------------------|
| 1. Engineer Member | Chairman |
| 2. Chief Architect | Member |
| 3. Chief Engineer (QC) | Member |
| 4. Chief Engineer (D) | Member - Secretary. |
| 5. CE (Concerned) | Invitee. |
| 6. SSW (Concerned) | Invitee |
| 7. Sr. Architect (Concerned) | Invitee. |

All other matters contained in the said circular No. 28 remain the same. The re-constituted committee will come into force with immediate effect.

Sd/-
(OM PRAKASH)
DIRECTOR (WORKS)

Copy to:

1. VC/ DDA
2. EM/DDA
3. FM/DDA
4. All CEs/DDA
5. CE(QC)DDA
6. CE(Architect)ACE(Architect)
7. All SEs i/c SSWs & Sr. Architect.
8. All EEs/SWs/TOs/Architects.

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/3085

Dated: 2.4.85

CIRCULAR NO. 90

Sub: Handing over possession of flats.

It has been observed that in some cases possession of flats is being handed over to the allottees by the Exs without providing sanitary, water supply and electrical fittings. The possession documents are got signed from the allottees on the assurance that these fittings and fixtures shall be provided within a few days. In certain cases contractors take long period to provide the necessary fittings and fixtures and the allottees have to run after the DDA staff and contractors for completion of the work. This procedure is highly objectionable. It is enjoined upon all the Engineers to ensure that the possession of the flats given to the allottees after completing the flats in all respects including all fittings, fixtures and installations. After handing over of the possession the allottee may be asked to make their own security arrangements for watch and ward of their flats.

The above instructions should be followed very strictly by all the EEs/AEs/JEs. The Suptdg. Engineers/CEs should also carry out surprise visits to ensure the compliance of the above instructions.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

All CEs

All SEs

All EEs

Copy for information to:

Vice Chairman

Commissioner (H)

Director (PR) for giving suitable press
insertion.

Sd/-

DIRECTOR (WORKS)
DDA

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/3253

Dated: 6th/9th April, 1985

CIRCULAR NO. 91.

Sub: Creation of a Quality Control Cell at Zonal level.

With the increased quantum of construction in DDA, it is essential that the quality control machinery is strengthened. To achieve this end, it is proposed to create a Quality Control Cell under each Chief Engineer. To begin with, CEs should withdraw one Asstt. Asstt. Engineer and 2 Junior Engineers from their Zone and post them as AE(Quality Control) & J.E. (Quality Control) respectively. They will work directly under the Chief Engineer, will conduct quality control checks of works going on in their zone and submit a report to the Chief Engineer with a copy to EM's Office.

This Cell should be created by 15.4.1985 positively.

Sd/-
(J.K.VARSHNEYA)
ENGINEER MEMBER.

ALL CHIEF ENGINEERS (By Name)

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/3363

Dated: 10&11.4.85

CIRCULAR NO. 92

On some of my inspections I have noticed that adequate care is not taken in making proper centering and shuttering as per standard specifications. In most of the cases, cross-bracings are missing, shuttering for chhajja is supported on the chhajja of lower floor without any support from below which is against the rules. It is also seen that the supervisory staff does not point out the mistake to the junior staff. Please ensure that centering and shuttering is done properly and as per standard specifications.

All Officers to note for strict compliance.

Sd/-

(J.K.VARSHNEYA)
ENGINEER MEMBER

1. All AEs
2. All EEs
3. All SEs
4. All CEs.

DELHI DEVELOPMENT AUTHORITY

No. EM.1(10)83/3364

Dated: 10&11.4.85

CIRCULAR NO. 93

On my inspections I find that all our road works are done without providing any camber plate on the site. It is not understood how camber is maintained without the camber plates. All officers are enjoined upon that no road work should be done without proper camber template please ensure strict compliance. Action will be taken against the defaulters.

Sd/-

(J.K. VARSHNEYA)
ENGINEER MEMBER

All EEs.

All SEs

All CEs.

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/3465

Dated: 15.4.85

CIRCULAR NO. 94

It is generally seen that SEs & EEs are in the habit of endorsing copies of their correspondence to this office in which no action is called for. Sometimes it is also seen that they address the correspondence direct to this office on which no action can be taken untill or unless the comments on the same are furnished by the Chief Engineer thereon.

All SEs/EEs are, therefore, requested to note very carefully that in future no such correspondence should be endorsed or addressed direct to this office unless and untill called for from them specifically by this office. The matter on which action is required to be taken by this office must be routed through the concerned Zonal Chief Engineers.

Sd/-
(OM PRAKASH)
DIRECTOR (WORKS)

1. CEs.
2. All SEs i/c Director (Hort)
3. All EEs i/c Dy. Director (Hort).

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/3773

Dated: 22.4.85

CIRCULAR NO. 95

In partial modification of this office circular No. 78 issued under No. EM.1(10)83/1749 dated 21.2.85r regarding increase in amount of lumpsum security deposit for securing exemption for payment of earnest money in respect of class II (B&R) & Class I(Elect)/S&W/Furniture contractors, the Engineers Member, DDA has extended the date for depositing the balance amount and executing the fresh bond by the contractors from 31.3.85 to 15.5.85 and accordingly the date of 31.3.85 mentioned in para 4 of D.G.(Works) CPWD's memo No.CE/Con/796 dated 28.1.85 appended with the incorporated circular stand changed to 15.5.85 for DDA works.

Sd/-
(OM PRAKASH)
DIRECTOR(Works)

Copy to:

1. Finance Member
2. All Chief Engineers.
3. C.V.O.
4. C.A.O.
5. All SEs i/c Dir.(Hort.)
6. All EEs i/c Dy.Directors (Hort.)
7. Director (S&JJ)
8. Suptd. (Int.Inspn.Cell)

Copy to:

Asstt.Engineer, E.M. Section, DDA for necessary action.

Sd/-
Director (Works)

DELHI DEVELOPMENT AUTHORITY

NO.EM.1(10)83/4393

Dated: 7.5.85

CIRCULAR NO. 96 of 85

The Govt. of India has revised the tendering limits and eligibility criteria for enlistment of contractors in various categories. These have been circulated by Director General (Works) CPWD vide his memo No. CE/Con/803 dated 29.3.85. A copy of the same is enclosed herewith. The revised limit contained in the said office Memo of D.G.(W) CPWD may be followed in DDA also.

Sd/-

(J.K. VARSHNEYA)
ENGINEER MEMBER, DDA

(131)

GOVERNMENT OF INDIA
DIRECTORATE GENERAL OF WORKS
CENTRAL PUBLIC WORKS DEPARTMENT

No. CE/CON/803

Dated, New Delhi, 29th March, 1985

OFFICE MEMORANDUM

Subj:- Amendment to Rules for Enlistment of contractors in CPWD.

Government of India have decided to revise the tendering limits and eligibility criteria for enlistment of contractors in various categories in CPWD as under:

Class/ Cat.	Existing Limit Rs.	Revised Limit Rs.	Existing Limit Rs.	Revised limit Rs.	Existing limit Rs.	Revised limit Rs.
Class-I (B&R)	Upto any	Upto any	10 lacs	18 lacs	-	-
Class-II (B&R)	Upto any 15 lacs	Upto 22.5 lacs.	2 lacs	3 lacs	1 lac.	2 lacs
Class III (B&R)	Upto 5 lacs	Upto 7.5 lacs	1 lac	1.5 lacs	40,000/-	80,000/-
Class IV (B&R)	Upto 1.5 lacs	Upto 2.25 lacs	20,000/-	30,000/-	10,000/-	20,000/-
Class-V (B&R)	Upto 50,000/-	Rs.75,000/-	-	-	-	-
Class-I (S&W)	Upto any amount	Upto any amount	30,000/-	50,000/-	40,000/-	60,000/-
Class-II (S&W)	Upto 1.5 lacs	Upto 2.25 lacs	20,000/-	30,000/-	10,000/-	15,000/-
Class-III (S&W)	Upto Rs.75,000/-	Upto 1 lacs	5,000/-	10,000/-	5,000/-	10,000/-
Class-IV (S&W)	Upto Rs.15,000/-	Upto Rs.22,500/-	-	-	-	-
Class I- (Fur)	Upto any amount	Upto any amount	30,000/-	50,000/-	-	-
Class II (Fur)	Rs. 1.5 lacs	Rs. 2.25 lacs.	20,000/-	30,000/-	-	-
Class III (Fur)	Rs.75,000/-	Rs.1 lacs	5,000/-	10,000/-	-	-
Class-IV (Fur)	Rs.15,000/-	Rs.22,500/-	-	-	-	-
Class I (Elect)	Upto any amount	Upto any amount	50,000/-	75,000/-	1 lacs	2 lacs.
Class II (Elect)	Rs.1.5 lacs	Rs. 2.25 lacs.	30,000/-	50,000/-	40,000/-	60,000/-
Class III (Elect)	Rs.75,000/-	Rs.1 lacs	10,000/-	15,000/-	10,000/-	10,000/-
Class-IV (Elect.)	Rs.15,000/-	Rs. 22,500/-	-	-	-	-

The other terms and conditions for enlistment would remain the same as in vogue at present.

The above amendments to the existing rules will come into force w.e.f. 1.4.85.

Sd/-
(A.S. SIDHU)
TO to D.G. (WORKS)

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/5272

Dated: 29.5.85

CIRCULAR NO. 97

Sub: Arbitration Cases.

It has been reported by some Arbitrators that DDA Engineers are not submitting counter statement of facts inspite of repeated requests and sometimes hearings are also not attended by them even though they are fixed well in advance. In some cases arbitrators have also written to EEs that they will give exparte award if they fail to submit counter statement of facts and/or do not attend the hearings.

All EEs are requested to ensure that counter statement of facts are submitted in time and cases are defended effectively so that there is no loss to DDA.

Any lapse in this regard will be viewed seriously.

Sd/-
DIRECTOR (WORKS)

All CEs/DDA
All SEs/ I/c Director (Hort)
All EEs i/c Dy.Dir.(Hort.)
Director (Slum & JJ) DDA
A.O.(Int.Insp.Audit Cell.)

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/5273

Dated: 25.5.85

CIRCULAR NO. 98

Sub:- Instructions regarding timing for working of staff
on overtime.

Attention is invited to Circular No. F.22(31)80-Vig. dt. 18.1.85 from the Chief Vigilance Officer regarding regularisation of O.T.A. to the Officials of DDA. As per this circular the arrival of the officials in the office before 9 A.M. and departure after 8 P.M. was completely stopped. Exceptions can be made in the case of persons manning essential services and important work like security, printing press, parliament cell etc. All Chief Engineers are requested to ensure that instructions regarding O.T.A. as contained in the above circular No. C.V.O. are followed strictly in respect of officials in their Zones.

Sd/-
(J.K. VARSHNEYA)
ENGINEER MEMBER.

All CEs

Director(Hort)

Dir.(S&JJ)

A.O.(Int.)Insp.Audit Cell

I With spare copies for wide
I circulation in the units under
I their control.

(1347)

DELHI DEVELOPMENT AUTHORITY

No.EM.1(10)83/5933

Dated: 11.6.85

CIRCULAR NO. 99

Ministry of works & housing have approved the following / additional clause in NIT(Form-6) vide their U.O.No.2950/85-WA dated 24.4.85 as circulated by Director General (Works) CPWD vide No. CE/CON/886 dt. 27.5.85.

In the case of percentage rate tender invited on from PWD-6 the contractor should quote his rates only in one language, i.e. either in Hindi or English. Rates should be quoted in figures as well as in words. In case a contractor has quoted rates in both the languages and the rates as quoted differ or the rate quoted in words and figures differ, then the lowest rate quoted could be the contractor shall be treated as the rates quoted by the contractor."

The above additional clause - is circulated for information and necessary action by the Engineer of DDA.

Sd/-
(J.K.VARSHNEYA)
ENGINEER MEMBER.

OSD to V-Chairman
Finance Member
All CEs
C.V.O.
C.A.O.
Director(SS.Ws) with 20 spare copies for the SE & EEs(Slum & JE.
All SEs i/c Director(Hort.)
All EEs i/c Dy.Director(Hort).
C.L.A.
Suptdg.(Int.Inspect. Cell).

DELHI DEVELOPMENT AUTHORITY
CHIEF ENGINEER-V

No. CE(12)9(85)2107

Dated: 12.6.85

Copy to: All SEs, SSW, II All EEs (WZ).

Sd/-
(SAT GAUTAM)

DELHI DEVELOPMENT AUTHORITY

No.EMI(10)83/5934

Dated: 11.6.85

CIRCULAR NO. 100

File No. F.29(32)82-Estt. dealing with the land for Electric Sub station for Adarsh Jeewan & Other adjoining Cooperative group housing Society was received in this office on 27.3.85. The above file appears to have been mixed with some file is not traceable. All officers and branches of D.D.A. are requested to get the records searched for tracing the file and for sending the same to this office as soon as it is traced.

Sd/-
(OM PRAKASH)
Director (Works)

1. All officers of DDA
2. All branches of the offices in DDA.