

DELHI DEVELOPMENT AUTHORITY

No.EM 1(10)83/ 5935

Dt., the 11th June, 1985.

C I R C U L A R NO 101

A number of cases of inadequate foundations and over-payment in respect of items of works pertaining to foundations have come to light. It is, therefore, ordered with immediate effect-

1. For Housing Schemes- the technical parameter viz. plinth level, formation level and depth of foundations should have the approval of the Chief Engineers.
- 2(a) AES will test check items of work pertaining to foundations-100%.
- (b) EEs will test check lean concrete under the foundations 100% and other items of foundation 25%.
- (c) The percentage of test check for items of super structure will remain as in force at present.
3. SEs will arrange their inspections in such a way that they cover all schemes of foundation stage at least once.
4. CEs should also arrange their inspections in such a way that they are satisfied that the technical parameters are enforced at site.

( J.K.Varshneya )  
Engineer Member.

11.6.85,

Copy to:-

1. All CEs.
2. All SEs i/c SSWs/Dir.(Hort).
3. All EEs i/c SWS/Dy.Directors(Hort).
4. All AES i/c ASWs/A.Ds(Hort).

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DELHI DEVELOPMENT AUTHORITY

NO: EM1(10)83/6394.

Dated: 12.6.85.

CIRCULAR NO 102 of 1985

**Sub:** Streamlining the procedure & rules in respect of tenders & contracts in CPWD-Report on the study conducted by DP & AR.

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Director General(Works)CPWD has circulated vide No. CE/CON/800 dated 23.2.85 a copy of Standing Order No.260 issued by the Ministry of Works & Housing and some clarification thereon subsequently vide No. CE/CON/805 dated 12.4.85 on the above mentioned subject. A copy of the same enclosed herewith. This reference is regarding publicity of tenders, sale of tenders & security deposits. The instructions regarding enhanced cost of sale of tenders & security deposit are to be followed in DDA. Regarding publicity of tenders it is decided that tenders for works more than Rs. 50,000/- should be advertised in News Papers instead of Rs. one lac mentioned in the aforesaid circular of the D.G.(Works)CPWD. No splitting of works will be done in respect of these works. This enhanced limit for Press notice supersedes the limit of Rs. 10,000/- circulated vide circular No. 66 issued under No. EM1(16)83/6537 dated 20.2.84.

Encl: As stated.

  
( D.K. VARSHNEYA )  
ENGINEER MEMBER/DDA

1. P.S. to Vice-Chairman.
2. Finance Member.
3. All Chief Engineer with spare copies for SEs & EEs.
4. Director(Hort) with spare copies for Dy. Dir.(Hort.).
5. Director(S&JJ) with spare copies for distribution amongst Engineering Wing of Slum Deptt.
6. C.V.O.
7. C.A.O.
8. Suptd.(Int.Insp.Coll).

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DIRECTORATE GENERAL OF WORKS  
CENTRAL PUBLIC WORKS DEPARTMENT

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NO: CE/CON/805

Dated: New Delhi the 12/4

MEMORANDUM

Subject:- Streamlining the procedure and rules in  
respect of tenders and contracts in C.P.W.D.  
- Report on the study conducted by DP & AR.  
- Amendment to CE/CON/800.

.....

Attention is invited to this office Circular  
No. CE/CON/800 dated 23.2.85 forwarding therewith a copy  
of standing order No. 260 issued by the Ministry of works &  
Housing vide No. 28012/33/80-W4 dated 20.2.85 on the above  
mentioned subject.

Doubt have been raised from various corners in  
regard to the implementation of the above circular in so far  
as sale of tenders and refund of security is concerned. In  
this connection, the position is clarified as under:-

1. SALE OF TENDERS AND COPIES OF AGREEMENT/CONTRACT

The tenders are to be sold @ Rs. 100/- (Rupees one  
hundred only) for works costing up to Rs. 15 lacs  
and @ Rs. 150/- (Rupees one hundred and fifty only)  
for works costing more than Rs. 15 lacs. These  
rates shall include the cost of one copy of  
agreement to be supplied free of cost to the  
contractor in whose favour the work is awarded.

2. SECURITY DEPOSIT:

The security deposit shall be refunded immediately  
after the expiry of maintenance period as stipulated  
in the agreement or after the final bill has been  
prepared and passed for payment. Where, however,  
there is delay in payment of final bill, it will  
be mandatory on the part of Superintending Engineer  
to make an assessment of the likely recoveries against  
the contractor and order release of as much security  
deposit as possible.

Sd/-

( A.S.Sindhu )  
F.O. to DG(Works)

13. Engineer Member, DDA, Vikas Minar, New Delhi.

767  
Directorate General of Works  
Central Public Works Department

-.-.-.-

NO: CE/CON/800

Dated: New Delhi, the 23.2.1985.

MEMORANDUM

Sub: Streamlining of procedure and rules in respect of  
tenders and contracts in CPWD- Report on the study  
conducted by DP & AP.

-.-.-.-.-

A copy of Standing order No. 260 issued by the Ministry  
of Works & Housing vide No. 28012/33/80-W4 dated 20th Feb. 1985  
is forwarded herewith for compliance in future.

Encl: One.

Sd/-

( A.S.Sidhu )  
F.O. to D.G.(W)

( Issued from file No. 4/2/80-CWBd.(Vol.II)

To

13.Engineer Member,DDA,Vikas Minar, New Delhi.

Standing Order 260.

No. 28012/33/80-W4  
Government of India  
Ministry of Works & Housing  
( Works Division)  
.....

New Delhi, dated the 10th Feb.1985

To

The Director General of Works  
Central PWD,  
New Delhi.

STANDING ORDER NO. 260

Subject: Streamlining the procedure and rules in respect of  
tenders and contracts in CPWD - Report on the study  
conducted by DP & AR.

-.--.-

Sir,

The report on the study of the streamlining the procedure and rules in respect of tenders and contracts in CPWD, submitted by Department of Personnel and Administrative reforms, have been examined by the Empowered Committee Constituted for the purpose. The recommendations made by the Empowered Committee have been accepted by the Govt. as under:-

1. Publicity of tenders:

- (i) Tenders for Works costing more than Rs. 1 lakh should be advertised in Newspapers. Tenders for work costing Rs. 1 lakh or less need not be advertised in the Newspapers.
- (ii) Executive Engineers may be authorised to take up with the DAVP special cases in which advertisements are to appear in standard regional papers with large circulation potential.

2. Sale of tenders and copies of Agreement/Contract.

In supersession of all previous orders tenders may be sold Rs. 100/- for works costing upto Rs. 15 lakhs and Rs. 150/- for works costing more than Rs. 15 lakhs. These rates shall include cost of one copy of the agreement of contract which will be supplied free to the contractor in whose favour the work is awarded.

3. Security deposits:

In supersession of all previous orders, Security Deposits at uniform rate of 10% may be adopted subject to a maximum of Rs. 1 lakh.

The security Deposits should be refunded within 6 months of the completion of the work.

2. These orders will take effect from the date of issue.

3. This issues with the concurrence of Finance Division (W&E) vide their O.O.No. 572-W&E/DI(a)/85 dated 18.2.1985.

Yours faithfully,

Sd/-

( D.C.Bhatt)

Section Officer(Spl)



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DEEHI DEVELOPMENT AUTHORITY.

NO.EM1(10)83/7221

DATED: 9.7.85

Circular No. 103 of 1985.

The Director General of Works, C.P.W.D. has issued orders on measures for streamling tender procedure and expediting decisions on tender offers. (Post tender Offers) vide Memorandum No. CE/C.n./810 dated 5.6.85. A copy of the same is enclosed herewith for following in D.D.A. This issues with the approval of Engineer Member.

ENCL: As stated.

~~DIRECTOR(WORKS).~~  
D.D.A.

1. Vice-Chairman.
2. Finance Member.
3. All Chief Engineers i/c CE(QC) & CB(D).
4. All SEs i/c SSWs & Dir.(Hort.).
5. C.A.O.
6. C.V.O.
7. All EEs i/c SWS & Dy.Directors(Hort.).
8. Guard File.
9. Director(S&JJ).
10. A.O.(Int.,Insp.Audit Cell.).

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GOVERNMENT OF INDIA.  
DIRECTORATE GENERAL OF WORKS  
CENTRAL PUBLIC WORKS DEPARTMENT.

No.CE/ Con./810.

Dated, New Delhi, the 5.6.85.

MEMORANDUM.

SUB: Measures for streamlining tender procedure and expediting decisions on tender offer. (Post tender Offers).

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The relevant provisions regarding consideration and acceptance of late tenders and subsequent modifications are contained in paragraphs 38 and 39 of Annexure to Chapter B of General Financial Rules, According to these provisions late tenders i.e. tenders received after the specified time of opening and delayed tenders and their modifications, that is, those received before the time of opening but after the due date and time of receipt of tenders should not be considered at all. The Heads of department, in very exceptional circumstances, could, however in consultation with Associated Finance, accept late tenders or delayed tenders and their modifications.

2. The Government of India has since decided that post tender offers should be totally rejected. It has also been decided that when tenders are under examination, no other authority should be allowed to make queries or call for reports as apart from the impropriety involved, these lead to delays in taking decisions.

3. The above decision of the Government was circulated vide item III of the enclosure to this office Memo. No.19/2/80-A&C(DGW) dated 31.3.81. All concerned are requested to ensure that the above decision of the Government of India is scrupulously followed to ensure that:-

- i) Late tenders, i.e. tenders received after the specified time of opening are not accepted.
- ii) Late tenders i.e. tenders received before the time of opening but after the due date and time of receipt of tenders, are also not considered at all.
- iii) Post tender offers, i.e. modifications made by the tenderers to their original tenders are not considered. On the other hand such cases should be reported to the Registering Authority for disciplinary action against the tenderers.
- iv) When the tenders are under examination, no other authority should make queries or call for reports/clarifications from the tenderers except with the approved of accepting authority.

This issues with the approval of D.G.(Works.)

Issued from file No.15/Misc./85-  
VSI Vol.V.  
TO:

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

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DELHI DEVELOPMENT AUTHORITY

NO: EM 1(10)83/7884

DATED: 22.7.85

Circular No. 104 of 1985

The Director General(Works) C.P.W.D. had issued instructions vide No.CE/CON/777 dated 23.3.84 regarding grant of secured advance. A copy of the same is enclosed herewith. The said reference of D.G.(Works) CPWD contains the lists of items categorised under the categories A, B & C as under:-

1. Category A :-

Items against which secured advance can be given as per existing rules.

2. Category B :-

Items against which secured grant advance can be given after obtaining insurance cover.

3. Category C :-

Items against which no secured advance should be given.

The above instructions of D.G.(Works) CPWD regarding grant of secured advance may be followed in DDA in supersession of earlier instructions.

This issues with the approval of Engineer Member, DDA.

Encl: As stated.

( Om Prakash )  
Director(Works)

1. Vice-Chairman.
2. Finance Member.
3. Chief Accounts Officer.
4. Chief Vigilance Officer.
5. All Chief Engineers.
6. All S.Es i/c SE(Vig) & Dir(Hort).
7. Director(S&JJ) with spare copies for SE & EEs of Slum Wing.
8. All E.Es including Dy.Directors(Hort).
9. Suptd(Int.Insp.Cell).



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GOVERNMENT OF INDIA  
DIRECTORATE GENERAL OF WORKS  
CENTRAL PUBLIC WORKS DEPARTMENT.

NO: CE/DOH/777

Dt. New Delhi, the 23 Mar, 1984.

MEMORANDUM

Sub: Grant of Secured Advances.

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According to para 10.2.24(a) of CPWD Code, Secured advances can be granted to contractors against materials of imperishable nature brought to site, for use on work. Since no list of materials of either perishable or imperishable nature has so far been issued for the guidance of field officer, there has been difference of opinions as to whether or not the particular materials on which the secured advance is allowed fall under the category of imperishable nature. In order to ensure correct and uniform application of the provisions of the said paragraph CPWA Code, a list of items (illustrative) categorised as 'A' may be allowed as per existing rules, such advance for materials in category 'B' may be paid only after indemnifying Govt. through an insurance cover. No secured advance should however be granted for material of perishable nature listed in category 'C'.

Provisions contained CPWD Manual Vol.II(1972) and other orders issued in this context should be treated as amended to this extent.

This issues with the approval of Ministry of Works and Housing vide their U.O.14011/1/82/EW.I dated 20.10.83.

Encl: Annexure1.

Sd/-  
( A.S.Sidhu )  
F.O. to D.G.(Works)

( Issued from file No. 18/25/78-A & C(DGW). )

Category 'A' (Item against which secured advance can be created).

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Civil:

1. Bricks
2. Stone and Brick aggregate
3. Stones.
4. Finished products of brass, iron or steel such as doors and windows framew, wiremesh, gate, G.I.sheets etc.
5. Pre-cast R.C.C. products, such as pipes, Jali, water storage tanks etc.
6. Doors & Window fittings.
7. Pipes and sanitary fittings of C.I., S.C.I. and H.C.I.

Elect.:

1. Steel Conduits
2. G.I.Pipes.
3. G.I.Boxes.
4. I.C.Boards.
5. Switchgears, (Air Circuit).
6. (Breaker and Air Break Switchers).
6. A.C.R. Conductors.
7. A.C.Plant & Machinery.
8. Pumps.
9. Generating sets (without oil).

Category 'B' ( Items against which secured advance can be granted after obtained insurance cover).

Civil:

1. Glazed tiles, Terrezo tiles and similar articles.
2. Marble slabs.
3. Asbestos cement products.
4. Finished timber products such as doors, Windows, flush doors, particularly boards (subject to mandatory tests being satisfactory) etc.
5. Bitumen in sealed drums.
6. Bitumen felt.
7. Polythene pipes & fittings.
8. Sanitary fitting and pipes of S.W., percolain and Chinaware materials.
9. Laminated/safety, one way vision, and Bullet Proof glasses.
10. Chemicals required for antitermites ( treatment in sealed drums).
11. Paints, Varnishes, Distempers, pigment, sprit etc.

Elect.:

1. Transformers.
2. Oil filled switch gears.
3. L.A. & H.T. cables.
4. Fans.
5. Storage & Dry batteries.
6. Insulation tapes.
7. Epoxy cable compounds.
8. Electric light fittings.
9. Wood battens, casing & capping and wooden boards .
10. Flexible wire.
11. PVC materials.

12. Oil and lubricants.
13. Rubber materials.
14. Glass wool thermocole and other insulating materials.
15. Percolain H.T. and L.T. insulators.

Category 'C' (Items against which no secured advance should be reated).

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Civil:

1. Glass products other than those indicated in category 'B'.
2. Sand and mooram.  
Chemical compounds other than those under category 'B'.

Elect:

1. Glass globes and shades.
2. Bulbs and tubes.
3. Petrol.
4. Froon and other refrigeration gases.

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DELHI DEVELOPMENT AUTHORITY

NO:E.M.1(10)83/8622

Dated: 5.8.85

CIRCULAR No 105

In continuation of circular No.80 issued vide No.E.M.1(10)83/1975 dated 1.3.85 regarding amendment to clause 42(ii) to 43(iii) of C.P.W.D. Standard contract forms No.s 7 & 8, a subsequent memo vide No.CE/CON/822 dated 6.6.85 from Director General(Works) CPWD about the clarification on the implementation of the aforesaid circular is also enclosed herewith for guidance and implementation in DDA.

Encl: As stated.

*Om Prakash*  
( Om Prakash ) 1/8/85  
Director(Works)

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

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DELHI DEVELOPMENT AUTHORITY

NO: EM1(10)83/8867

DATED: 8.8.85

CIRCULAR No 106

In partial modification of the circular No.102 issued vide No.E.M.1(10)83/6394 dated 19.6.85, the cost of tenders is modified in pursuance of orders issued by Ministry of Works & Housing vide No.28012/33/80-W4 dated 6th June, 1985 as under:-

1. Rs.30/- .... per tender for works costing upto Rs. one lac subject to condition that this will not include the supply of one copy of agreement free of cost.
2. Rs.100/- ... Per tender for works costing Rs. one lac and Rs.15 lacs subject to the condition that one copy of the agreement will be supplied free of cost to the contractor in whose favour the work is awarded.
3. Rs.150/- ... Per tender for works costing more than Rs.15 lacs subject to condition that one copy of the agreement will be supplied free of cost to the contractor in whose favour the work is awarded.

This issues with the approval of Engineer Member for implementation in DDA.

*(Signature)*  
( Om Prakash )  
Director(Works)

1. P.S. to Vice-Chairman.
2. P.S. to Engineer Member.
3. Finance Member.
4. All Chief Engineers, with spare copies for SEs & EEs.
5. Director(Hort) with spare copies for Dy.Directors(Hort).
6. Director(S&JJ) with spare copies for distribution amongst Engineering Wing of Slum Department.
7. C.V.O.
8. C.A.O.
9. Suptd(Int.Insp.Cell).



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DELHI DEVELOPMENT AUTHORITY

NO: EM 1 (10)83/8868

Dt: 8.8.85


Circular NO. 107

During inspection of DDA works by CTE, it has been observed by him that for certain items brought by the contractors part rates have been paid instead of paying secured advance (after obtaining the necessary indenture from the contractor) by giving the remarks "fixing to be done". CTE has further mentioned that paying of part rate in such cases amounts to extending unintended benefit to the contractor. In this connection reference is invited to clause 10B of forms CPWD 7 and 8 which clearly specifies that secured advance could be paid upto 75% of the estimated value of the materials which are in accordance with the contract and have not at the time of advance been incorporated in the works. It is enjoined upon the Executive Engineers to follow the contractual/codal provisions and only secured advance upto an amount not exceeding 75% of the value of the material as assessed by Engineer-in-Charge or an amount not exceeding 75% of the material element cost in the tendered rate of the finished items of work which ever is lower is paid to the contractors for materials brought at site which at the time of advance has not been incorporated into the works. No part rate in such cases should be allowed.

  
( J.K. Varshnoya )  
Engineer Member.

Copy to:-

1. All Chief Engineers.
2. All Suptdg. Engineers/Director(Hort.)
3. All Executive Engineers/Dy. Directors(Hort).

  
( Om Prakash )  
Director(Works)

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DELHI DEVELOPMENT AUTHORITY


No. EM1(10)83/9029

Dt., the 9th August, 1985.

12

CIRCULAR No. 108

It has come to notice that safety measures to avoid accidents are not being taken by the contractors and site engineers during execution of works. As per CPWD Specifications, fencing etc. for protecting against risk of accidents shall be provided. All Engineers must ensure barricading of areas where deep excavations are dug and providing of red lights at all conspicuous points to avoid accidents.

  
( J.K. Varshneya )  
Engineer Member.

All CEs i/c CE(Slum).

All SEs i/c Dir.(Hort).

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

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DELHI DEVELOPMENT AUTHORITY

No. EM 1(10)83/ 9183

Dated 14.8.85

*Circular No 109*

It has been brought to the notice that roads in Delhi are not timely repaired and well maintained. In this regard, the officers of Delhi Development Authority of all levels are requested to identify the roads in damaged condition and take action to get them repaired immediately.

  
( J.K.Varshneya )  
Engineer Member

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

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DELHI DEVELOPMENT AUTHORITY

NO: EM 1(10)83/ 9184

DATED: 14.8.85

CIRCULAR NO. 116

Some Executive Engineers are issuing tenders to the Contractors on production of "Applied For Certificate from Income Tax Department" instead of "Income Tax Clearance Certificate" as per the provision at Sr.No.18 of P.W.D. 6. This is clarified for the information and necessary action of all the Officers that the tenders should be issued against the valid ITCC only as per the provision in PWD 6.

  
( J.K. Varshneya )  
Engineer Member/DDA

1. All Chief Engineers.
2. All S.Es i/c Director(Hort).
3. Director(S&JJ) alongwith copies for circulation amongst the Engineering Wing of Slum Deptt.
4. All E.Es i/c Dy.Directors(Hort).
5. C.V.O.
6. C.A.O.
7. Suptd(Int.Inspn.Cell).

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DELHI DEVELOPMENT AUTHORITY

NO: EM 1(10)83/9825

DATED: 29/8/85

CIRCULAR No 11

Sub:- Remedial measures to avoid mishaps  
by drowning in Ponds/deep trenches.  
.....

There have been incident of accidents by drowning in Ponds/deep trenches in the past. In order to avoid such accidents, it is decided that in urban residential areas, it would be preferable to fill up such ponds if already exist any where. Such deep ponds/depressions particularly in a park with grill fencing should never be allowed. If at all they are to be developed as lakes, it should be encircled with suitable parapet walls and has to be maintained properly and necessary sign boards displayed prominently. It is also observed that there are deep drains having the depths of the order 1.5 M in the Colonies. All such drains should also be protected by suitable fencing arrangements. Therefore, a survey of the residential areas of the DDA may be undertaken to identify such ponds/depressions and deep trenches which can prove hazardous to the residents and necessary action taken, either to fill with or provide effective barricades with suitable sign posts.

(J.K. VARSHNEYA )  
ENGINEER MEMBER/DDA

1. All Chief Engineers.
2. All S.Es i/c Director(Hort).
3. Director(S&JJ).
4. All E.Es i/c Dy.Directors(Hort).



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DEHVI DEVELOPMENT AUTHORITY.

NO: EM 1(10)93/ 10773

DATED: 20.9.85

CIRCULAR NO. 112

Director General(Works)C.P. .D. has circulated a memo vide No.CL/C.N/821 dated 20.8.85, regarding increase in the amount of lump-sum Security Deposit for securing exemption from payment of earnest money (in respect of class-I (B&R), Class-II (Elect.) & Class-III (Elect.).

The Engineer Member, DDA, has approved for implementation, of the same in DDA. A copy of the same is circulated in DDA for necessary action. The exemption facility to all contractors of class-I (B&R) and Class-II & III (Elect.), already granted in DDA, will stand with-drawn on 30.11.85, if fresh exemption orders are not issued in favour of them till that date i.e. 30.11.85.

ENCL: As stated.

- (On Release)  
DIRECTOR (WRK).  
20/9
- 1- Finance Member, DDA.
  - 2- All Chief Engineers, .
  - 3- C.V., DDA.
  - 4- C.M.O., DDA.
  - 5- All SE's in DDA, i/c Dir. (Hort.) & Slum.
  - 6- All SE's in DDA i/c by Dir (Hort.) & Slum
  - 7- Assistant Engineer, Engineer Member, Section for necessary action.

DIRECTORATE GENERAL OF WORKS,  
CENTRAL PUBLIC WORKS DEPARTMENT.

NO. CE/Con./821,

Dated, New Delhi the 20.8.85.

MEMORANDUM.

SUB: Lump-sum Security Deposit for grant of exemption from payment of Earnest Money with individual tender-Enhancement thereof. Class-II(B&R) and Class II & III(EI.).

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According to para 3 of Section 21 of CPWD Manual Volume-II and further orders issued vide this office Memo No. CE/CON/796 dt. 28.1.85, the contractors enlisted with this Department in the following categories have the option to deposit a lump sum amount as shown here-under with this office to secure exemption from payment of Earnest Money with the individual tenders:-

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

2. Consequent on enhancement of the tendering limit in respect of class III(B&R) & Class II&III(Elect.) 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 III(B&R).	Rs. 15,000/-
Class III(Elect.).	Rs. 6,000/-
Class III(Elect.).	Rs. 2,500/-

3. The contractors enlisted in class III(B&R), Class II(EI.) & Class III(Elect.) who are already enjoying the facility of exemption from payment of earnest money with individual tender by virtue of their lumpsum deposit of Rs. 10,000/- Rs. 3,000/- & Rs. 2000/- respectively are being asked to deposit the balance amount and execute Fresh Bond with this office by 31st October 1985 failing which their exemption would stand cancelled.

4. Executive Engineers are requested to ensure that contractors in Class III(B&R), Class II(Elect.) Class III(EI.) who are not granted exemption from payment of earnest money with individual tenders by 31.10.85, are not allowed exemption from payment of earnest money in respect of tenders called after 31.10.85. For tenders called now onwards, the contractors may be asked to deposit the difference of Earnest Money mentioned in the tenders and the lump sum deposit already made by them.

5. Ex. Engineers are also requested to ensure that Class II(B&R), Class I(Elect.) S&W/Furniture who are already enjoying the Exemption facility and have not deposited further lump sum of Rs. 5000/- with CG(W), CPWD, office are not allowed in respect of tenders called for henceforth.

Sd/-

(A.S. SINGH.)

Financial Officer to Dir. Genl. (W).

(Issued from file No. 821./1-5) Security Section.

To

13. Engineer Member, D.A., Delhi Admn., Vikas Hindon New Delhi.

184. —————

113-A

DELHI DEVELOPMENT AUTHORITY

HQ: 113/10846

DATED: 23/9/85

CIRCULAR NO. 113

Director General (Works) CPWD has circulated a memo vide No. CE/CON/816 dated 12.8.85 (copy enclosed) regarding local purchase of materials. As per instructions contained in para 29 section 38 of CPWD Manual Vol. II "in all cases where local purchase is resorted to, quotations or tenders, as the case may be, should be invited from manufacturers and recognized dealers so as to get the materials at competitive rates." As re-iterated by D.G.(W) vide his above said memo the DDA Officers are also apprised again with the instructions in this regard to send, in all such cases, NITs invariably to the manufacturers and recognised dealers with copies endorsed to Contractors Association and local offices of the department.

This issues with the approval of Engineer Member, DDA.

*(Signature)*  
( Om Prakash )  
Director (Works)

1. Finance Member.
2. C.A.O.
3. C.M.O.
4. All C.Es i/c CE(QC). | with spare copies for their
5. Director (Hort). | E.Es/Dy. Directors (Hort) &
6. Director (S&JJ). | S.Es.
7. S. Ltd. (Int. Insp).

7.85

113-B

DIRECTOR GENERAL OF WORKS  
CENTRAL PUBLIC WORKS DEPARTMENT

NO: CE/CON/816

Dated New Delhi, 12/8/85

MEMORANDUM.

Sub: Local purchase of materials.  
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Instructions contained in para 29, section 38 of C.P.W.D. Manual Volume II, stipulate that " in all cases where local purchase is resorted to, quotations or tenders, as the case may be, should be invited from manufacturers and recognized dealers so as to get the materials at competitive rate".

It has been reported by the Vigilance Unit of this department that in a number of cases, inspite of the clear instructions in the manual, many of the Divisions are not sending the N.I.Q/N.I.Ts to manufacturers and recognised dealers. The instructions contained in the manual in this regard are reiterated and all the Divisional Officers are directed to ensure that in all such cases, N.I.Qs/N.I.Ts should be invariably sent to the manufacturers and recognised dealers. The copies of NIQ/NIT may also be endorsed to the contractor's associations & local offices of the Department. Copy of the Notice will be sent to DAVP where required under the rules.

Issue from file No. 18/10/85-A&C(DGW).

Sd/-

( A.S.SIDHU )  
F.O. to D.G.  
(W).

To  
14 Engineer Member, DDA, Vikas Minar.

186 — 114-1

DELHI DEVELOPMENT AUTHORITY

NO: EM 1(10) 83/10872

Dated: 24/9/85

CIRCULAR NO. 114

D.G.(Works) CPWD has circulated a memorandum vide No. CE/CON/820 dated 20.8.85 (copy enclosed) in connection with timely action in r/o contracts where there is delayed performance & where action is to be taken under clause 2 & 3 of the contract. This memorandum clarifies the position regarding intimation of quantum of compensation under clause 2 of the contract & during the progress of the work. The circular of D.G.(Works) is circulated in DDA for information & guidance of DDA Engineers.

This is issued with the approval of Engineer Member.

Signature

(Om Prakash)  
Director(Works)

Copy to:-

1. Engineer Member.
2. Finance Member.
3. C.V.D.
4. All Chief Engineers
5. Dir.(Hort.).
6. Director(Slum).
7. A.O.(Int.Insp.)

with spare copies for  
circulation amongst S.E.,  
E.Es & Dy. Dir.

Signature  
Director(Works).



187- 114-B

DIRECTORATE GENERAL OF WORKS  
CENTRAL PUBLIC WORKS DEPARTMENT  
.....

NO: CE/CON/820

Now Delhi, dated the 20.8.85.

MEMORANDUM

Subject: Timely action in respect of contracts where there is delayed performance and where action is to be taken under clause 2 and 3 of the contract.

.....

Attention is invited to instructions contained in para 6(i) of Memo. No. CE/CON/789, dated 25.8.1984.

Views have been expressed against the intimation of quantum of compensation under clause 2 proposed to be levied, during the progress of the work, because this may create serious procedural problems.

The matter has been re-examined and it is decided that while notifying the contractor regarding the delay in the execution of the work and his having rendered himself liable to pay compensation in accordance with clause 2, actual quantum of compensation should not be indicated. In such cases the contractor may be informed that he has rendered himself liable for levy of compensation upto the maximum rate of liquidated damages leviable under clause 2 and that the quantum of compensation to be actually levied will be decided in due course.

The revised instructions should be noted carefully.

Sd/-

( A.S.SIDHU )  
F.O. to D.G.(W).

Issued from file No. 40/2/79-A&C(DGW).

To

14. Engineer Member, DDA, Vikas Minar, Now Delhi.

188

115

DELHI DEVELOPMENT AUTHORITY

No. ~~EMI~~ (10) 83/M 56

Dated 30-9-85

CIRCULAR No — 115.

It has come to the notice that ~~some schemes~~ which are either incomplete in respect of finishing etc. or have been completed but have yet to be occupied by the allottees are unauthorisedly occupied by some outsiders mostly labour class. This is a serious matter. All the Engineers should ensure that no ~~such unauthorised occupation takes place in future.~~ They are also requested to get all such unauthorised occupation vacated in respect of their jurisdiction.

( J.K. Varshnoya )

~~Engineer Member~~

1. All ~~Chief Engineers~~ i/c CE(LPB)
2. All S.Es i/c Director(Hort)
3. All EEs i/c Dy. Directors(Hort)
4. Director(S&JJ).

NO: EM 1(10)83/11321 -

Dated: 4-10-85


CIRCULAR NO 116

During the internal inspection of one of the Divisions, the finance has observed the following points:-

1. Slow Progress of Works.
2. Huge variation between the Budget Estimate & the actual expenditure.

The slow progress of works tends to make the entire construction programme much tentative and the exercise of Planning becomes rather ineffective. Therefore to overcome this difficulty it is enjoined upon CEs/SEs/EEs that they should endeavour right from the stage of conception of the schemes to ensure their timely completion. In this regard regular monitoring of the Schemes in progress should be done by the SEs & CEs and bottlenecks if any could be sorted out within time.

The cases of huge variation between the Budget Estimate and the actual expenditure have often come to the notice. The EEs in this regard are advised to make fair and realistic assessment of Budget Estimates to avoid huge amount of excess or surrender. The variation in budget demand and the actual expenditure should be kept to the barest minimum & should not exceed more than the permissible variation. However any drastic change in scope of work if becomes essential during the year after sending the budget demand may be done in consultation with finance.

  
 ( J.K.VARSHNEYA )  
 ENGINEER MEMBER  
 DDA.

Copy to:-

1. Finance Member.

2. E.A.O.

3. E.V.O.

4. All other concerned.

190

DELHI DEVELOPMENT AUTHORITY

HO: M3(7)77/XIV/11462.

DATED: 5.10.85.

O R D E R S

At present the system for making payment to the newspaper agencies for advertisement in respect of tender notices etc. is centralised in the office of Chief Engineer(EZ). This practice is discontinued henceforth, All the Chief Engineers shall approve advertisement bills of their Zones themselves and forward the same to PAO(Engg) for payments.

This issues with the approval of Engineer Member, DDA.

*(Signature)*  
( Om Prakash )  
Director(Works)

1. All Chief Engineers.
2. Director(Hort).
3. Director(MM).
4. C.A.C.
5. PAO(Engg).
6. Secy:(Int.Inspn).

191 — 117  
DEMANI DEVELOPMENT AUTHORITY

NO: : EM 1(10)83/12250

DT: 21/10/85

CIRCULAR NO. 117

Sub: Submission of counter claims.

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It is observed that invariably counter claims are not sent alongwith the comments sent on the claims of the contractor, at the time of appointment of arbitrator. It should be ensured by MEs/SEs that the counter claims are submitted alongwith the comments on the claims of the contractors so that these counter claims can be referred simultaneously at the time of appointment of arbitrator. In case, it is difficult to submit the counter claims at the time of giving comments on the claims of the contractor these should be submitted to this office as soon as possible so that these could be referred to arbitrator without delay.

*D. M. S.*  
Director(Works)

To

1. All C.Es,LLA
2. All S.Es i/c Director(Hort.) LLA
3. All E.Es i/c Dy.Directors(Hort.) LLA



194 / 118

LIGHT DEVELOPMENT AUTHORITY

NO: EM 1(10)83/12298

DT: 22-10-85

CIRCULAR NO. 118

Sub: Avoidance of unnecessary correspondence.

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It has been observed that copies of number of letters written by EEs/SEs like sending counter statement of facts to CLA, issue of award of works to the contractor, giving instructions to their subordinate officers for compliance of certain instructions, correspondence made with contractors for rectification of defects etc. are endorsed to this office. This results in unnecessary correspondence without any useful purpose.

SEs/EEs are requested not to send letters directly to this office except for cases where specific report has been called for by EM or by the undersigned or it is prescribed under the rules and regulations.

SEs/EEs are requested to send the cases through their respective C.Es so that unnecessary correspondence with this office is avoided.

*E. M. S.*  
Director (Works)

Copy to:

1. All S.Es, DLA
2. All E.Es, DLA

Copy to:

All Chief Engineers.

*E. M. S.*  
Director (Works)




196  
19  
DELHI DEVELOPMENT AUTHORITY

No. 171(10)83/12709

Dt., the

Circular No 119  
October, 1985.  
1-11-85

It has been reported by the Chief Engineer(LP) that some major clearance operations were carried out by the Land Protection Cell during the last two months and the lands were cleared of encroachments. CEs and Director(Hort) were required to protect the land by fencing/construction of boundary walls and by taking up the development works as per the plan/<sup>NC</sup>land use immediately after the clearance operations but proper action in this regard has not been taken in many cases. Chief Engineer(LP) has also reported that in some cases re-encroachments of land have also taken place. In case immediate action is not taken by the Zonal Chief Engineers and Director(Hort) for protecting land by way of providing fencing/compound wall and taking up development works, the land retrieved from the land grabbers and unauthorised squatters are likely to be lost again. It is therefore, enjoined upon all CEs and Director(Hort) that after the encroachments have been removed by the Chief Engineer(LP) and handed over to Chief Engineers/Director(Hort), they should take immediate action for construction of compound wall so that the land is properly demarcated and also protected from re-encroachment. The development works in this area should also be undertaken immediately in consultation with CA/Director(CP). The cost of providing boundary wall shall be chargeable to the development scheme of the area.

  
( J.K. Varshneya )  
Engineer Member.

Copy to:-

1. All CEs except CE(D) & (QC).
2. All SEs.
3. Director(Hort).
4. All EEs.
5. All Deputy Directors(Hort).

Copy also to VC, DOA for information.

197 120


DELHI DEVELOPMENT AUTHORITY

NO: 1001(10)83/13260

Dated: 15-11-85

Circular 120

The postings of J.Es and A.Es are normally done in various Zones and concerned Chief Engineers are requested to issue further posting orders in their zones. In this regard the Chief Engineers are advised to issue further postings in such a way that the continuous period in any discipline i.e. planning/field should not exceed more than four years. Also the officials who have some vigilance case against them or contemplated in future are posted in non-sensative/planning post.

  
ENGINEER MEMBER  
D.D.A.

1. F.S. & V.C.
2. F.M.
3. C.V.O.
4. C.A.O.
5. All C.Es
6. All Director

with spare copies for distribution in their Zones/Directorate.

1977  
121  
DELHI DEVELOPMENT AUTHORITY

No. EM 1(10)83/13810

Dated:-28.11.85

CIRCULAR NO. 121

It has come to the notice that some employees in resettlement colonies are doing private work of making water connections by taking money from the residents. This practice has been viewed seriously. All the Officers in Engineering Wing are hereby instructed to ensure that no employee working under their control does any type of Private Work. In case any such instance comes to notice, disciplinary action will be taken against the defaulting officials.

( J.K. VARSHNEYA )  
ENGINEER MEMBER  
D.D.A.

Copy to:-

1. All C.E.s
2. Dir(S&JJ)
3. Dir(Hort)
4. C.V.O.
5. Director(P)

With spare copies for distribution  
amongst officers under their control.

202

122

DELHI DEVELOPMENT AUTHORITY

No. Gm 1(10) 80/14932

Dt., the 19th Dec., 1985.

*Circular No 122*

An instance has come to our notice where a 12 ft. long plank placed in the expansion joint was not removed at the time of finishing of the houses and it came down subsequently causing damage to property and injury to the occupants. This shows total carelessness of the supervisory staff. All the Executive Engineers should examine the various houses in their charge and ensure that any plank which is left behind in the expansion joint is removed right now. If any incident occurs subsequently, the concerned EE will be proceeded against.

*J.K. Varshneya*  
( J.K. Varshneya )  
Engineer Member

Copy to:-

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



203 —

123

DELHI DEVELOPMENT AUTHORITY.


NO: DM(10)83/15028

DATE: 23-12-85

CIRCULAR NO. 123

It has come to notice that in certain contracts rates withheld in the running account bills were less than reductions effected subsequently. This results in undue financial aid to the contractor, besides this can also lead to avoidable litigation subsequently.

Es are requested to ensure that part rates paid in running account bills are proportionate to the work done and sufficient amount should be kept withheld for the work yet to be done/defects to be removed. Any lapse in this regard resulting in over payment will be viewed very seriously. The Executive Engineers authorising part payment shall be personally responsible for the correctness of rates.

-   
ENGINEER MEMBER.  
D. A.
1. All Chief Engineers.
  2. All Suptda. Engineers.
  3. All Executive Engineers.

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124

DELHI DEVELOPMENT AUTHORITY

No. 21 (16) 93/14

DATE: 1-1-86

CIRCULAR NO. 124

The Lt. Governor, Delhi during his inspection of the site on 13.11.85 directed that in future the construction of houses should be taken up in any pocket of land only after the drainage, sewage and roads have been completed in the pocket. The rule should, in fact, be that development works should proceed the construction of houses and after development works have reached the advanced stage of construction the housing projects can then be undertaken so that the development works and housing projects are completed simultaneously. After the houses have been allotted, the allottees are not to be subjected to any inconvenience. The above instructions should be followed very strictly by the Engineers.

✓  
( J. K. VARSHNEYA )  
ENGINEER MEMBER

11. CE-4/345/86



205

125


D.P.E. DEVELOPMENT AUTHORITY

DD Form 100/27/197

DATED: 3-1-86

Circular No. 125

It has been observed that the Convenient Shopping Centres are being constructed at a date later to the construction of flats with the result the allottees of the flats experienced inconvenience for non-provision of shops in the locality. The provision of shops at the right time also leads to unauthorised shops in the area or unauthorised construction in the flats. Chief Engineers/Chief Architect should ensure that the convenient shopping centres are planned/constructed simultaneously to the construction of flats so that the shopping facilities are available to the allottees immediately, after the houses are occupied by them.

  
( J. N. VASHISTHA )  
ENGINEER MEMBER

1. Chief Architect/Asst. C. E.
2. All Chief Engineers.
3. All S.Es.
4. All E.Es.