

**DELHI DEVELOPMENT AUTHORITY**  
**[ENGINEER MEMBER'S SECTT.]**

No: EM 1(10)2007/cir (PAC Audit paras) DDA/3913 October 25 2007

**CIRCULAR No. 609**


Sub: **CREATION OF INFRASTRUCTURES ONLY AFTER ENSURING THAT THE SAME IS IMMEDIATELY USABLE ON THE COMPLETION OF WORK.**

DDA constructed two underground reservoirs of 3.5 MGD capacity each between February, 1997 and February, 2000. However, these reservoirs could not be operationalized even after five years of their completion due to lack of water. Public Accounts Committee (14<sup>th</sup> Lok Sabha) observed that there was clear mismatch between the actual the then requirement and the water being supplied by DJB. Hence, the expenditure on construction of these structures without immediate prospect of their utilization was not justified. The Committee expressed their serious displeasure over the DDA's inability to link the construction of these underground reservoirs to the actual requirements as well as the prospect of availability of water and consequent failure to operationalize them, which was nothing but an indication of poor planning and lack of co-ordination with concerned civic agencies on the part of DDA. Construction of these structures take a period of three years period was not accepted by P.A.C. despite the fact that it was responsibility of DJB to supply bulk water.

In this regard, it is pointed out that in future any infrastructure project is conceived, phased requirement of various services should be worked out and all concerned civic authorities such as BSES, NDPL, DJB etc. should be contacted. Firm commitment should be obtained before creation of such infrastructural facilities by DDA so that the scarce resources are properly utilized. Only infrastructures which are actually required and are immediately usable on completion of work should be created so as to ensure that the expenditure incurred does not remain idle. These activities should be co-ordinated by the CEs and problems, if any, should be brought out to the notice

of EM/VC, DDA for action needed, if any, at higher level. Taking up of any project without proper planning and assessment of ground realities which resulted in non-utilization of assets so created would be viewed seriously.

This issues with the approval of EM, DDA.

  
[A.P. SINGH] 24/10/07


**CHIEF ENGINEER [HQ]**

Copy to:

1. All CEs (Civil/Elect.), DDA with 20 spare copies for further distribution amongst SEs and EEs, Jt. CAO/FO & CE (HQ), DDA.
2. CE (QC), DDA with 10 spare copies for circulation among SEs & EEs under his control.
3. CE (Design), DDA with 10 spare copies for circulation among SEs & EEs under his control.
4. CVO, DDA with 16 spare copies for circulation among SEs & EEs under his control.
5. CAO, DD.
6. Project Manager (Flyover), Gr.-I and II, DDA with 7 spare copies each for circulation among EEs and FOs.
7. Director (System) for necessary action.
8. Director (Hort.), North & South, DDA with 10 spare copies each for circulation among Jt./Dy. Directors.
9. Director (MM), DDA with 7 spare copies for circulation among EEs and FOs under his control.
10. Director (Works), DDA/Director (PR), DDA.
11. EO-I, II, III & EE (PPC), DDA.
12. DY. CAO (Plan), DDA.
13. Sr. R.O. (RTI), DDA.
14. Hindi Officer for Hindi version please.
15. Copy to File No. EM.8(2)98/All Zones/04/DDA/Pt.

Copy also forwarded to:-

1. PS to VC, DDA for kind information of the latter.
2. PS to EM, DDA for kind information of the latter.
3. PS to FM, DDA for kind information of the latter.

  
24/10/07  
**DIRECTOR [WORKS]**

**DELHI DEVELOPMENT AUTHORITY**  
**[ENGINEER MEMBER'S SECTT.]**

No: EM 1 (10) 2007/cir (PAC Audit Paras) DDA/3916 <sup>25</sup> October, 2007

CIRCULAR No. 610

Sub: AWARD OF WORK AND INCURRING OF EXPENDITURE  
WITHOUT A/A & E/S.

The Public Accounts Committee (14<sup>th</sup> Lok Sabha) on 'Development of Land by DDA' observed that the work was taken up in anticipation of A/A & E/S and substantial expenditure was incurred. They further observed that neither the Ministry of Urban Development nor DDA had made efforts for circumscribing the circumstances under which the works were taken on urgent basis and no justification is seen for awarding such large number of works without obtaining prior approval and sanction.

A number of instructions have been issued in this regard from time to time that no work should be undertaken or any liability/expenditure incurred thereon without proper A/A & E/S of the competent authority. The latest instructions issued vide this office Circular No. 20.1.06 may be referred to.

It is enjoined upon all the field units that where the exigencies of the work demand and the work is required to be taken up in anticipation of A/A & E/S, the nature of urgency should be clearly brought out in the record and approval of the competent authority i.e. VC, DDA should invariably be obtained. Where action for call of tenders etc. is taken up in anticipation of A/A & E/S, simultaneously the preliminary/detailed estimate should be processed for formal A/A & E/S in a time bound manner.

The above instructions may be strictly adhered by all concerned. This issues with the approval of EM, DDA.

  
[A.P. SINGH] 24/10/07

**CHIEF ENGINEER [HQ]**

Copy to:

1. All CEs (Civil/Elect.), DDA with 20 spare copies for further distribution amongst SEs and EEs, Jt. CAO/FO & CE (HQ), DDA.
2. CE (QC), DDA with 10 spare copies for circulation among SEs & EEs under his control.

3. CE (Design), DDA with 10 spare copies for circulation among SEs & EEs under his control.
4. CVO, DDA with 16 spare copies for circulation among SEs & EES under his control.
5. CAO, DD.
6. Project Manager (Flyover), Gr.-I and II, DDA with 7 spare copies each pfor circulation among EEs and FOs.
7. Director (System) for necessary action.
8. Director (Hort.), North & South, DDA with 10 spare copies each for circulation among Jt./Dy. Directors.
9. Director (MM), DDA with 7 spare copies for circulation among EEs and FOs under his control.
10. Director (Works), DDA/Director (PR), DDA.
11. EO-I, II, III & EE (PPC), DDA.
12. DY. CAO (Plan), DDA.
13. Sr. R.O. (RTI), DDA.
14. Hindi Officer for Hindi version please.
15. Copy to File No. EM.8(2)98/All Zones/04/DDA/Pt.

Copy also forwarded to:-

1. PS to VC, DDA for kind information of the latter.
2. PS to EM, DDA for kind information of the latter.
3. PS to FM, DDA for kind information of the latter.

  
**DIRECTOR [WORKS]**

**DELHI DEVELOPMENT AUTHORITY**  
**[ENGINEER MEMBER'S SECTT.]**

No: EM 1(10)2007/cir(PAC Audit Paras)DDA/3914

October <sup>25</sup>, 2007

**CIRCULAR No 611**

**Sub: UNDUE PRONGALATION OF CONTRACT AND PAYMENT OF ESCALATION UNDER CLAUSE 10 CC.**

The Public Accounts Committee (14<sup>th</sup> Lok Sabha) made observations on "**development of land by DDA**" that in five cases of work relating to Dwarka Preoject, DDA not only failed to ensure clear site at the time of award of works but also could not remove the hindrances such as pipeline running below the site, electric duct, sewer work in progress, shifting of electric poles and MTNL cables, non-availability of drawings of bridge etc. This resulted in delay in execution of these works on the part of the DDA by 10 to 38 months and avoidable cost escalation too. Scrutiny of these cases revealed that much of the so-called avoidable hindrances, were manifestation of lack of sound planning and institutionalised mechanism for close co-ordination with concerned civic agencies and absence of a synchronized action plan for execution of works in co-operation with other agencies in DDA. It was further observed that the misuse of Clause 10 CC might not be ruled out where the contracts are extended for unduly long period.

In this regard, it is to emphasize that as soon as any project is conceived, all such obstacles such as MTNL/BSNL, DJB/MCD, NDPL, overhead/underground line should be identified and action should be taken in advance for their shifting etc. so as to ensure to provide the site to the agency free from all such hindrances/obstacles. Further, close co-ordination should be held by the NIT approving authority with respective agencies and other counterparts within DDA; and work should not be allowed to be delayed on such issues.

Where the exigency demands to take up the work in anticipation of removal of such obstacles, it will be responsibility of the Executive Engineer to pursue the matter with relevant agencies and keep higher offices as well as NIT issuing authority informed of such problem indicating the action required, if any, at their level. If the executing agency is made responsible for removal of such services, it should be clearly brought out in NIT.

Misuse of power by granting extension of time without levy of compensation and allowing undue benefit to the agency shall be viewed seriously.

The instructions shall be adhered strictly by all the concerned. This issues with the approval of EM, DDA.

  
[A.P. SINGH]

CHIEF ENGINEER [HQ]

Copy to:

1. All CEs (Civil/Elect.), DDA with 20 spare copies for further distribution amongst SEs and EEs, Jt. CAO/FO & CE (HQ), DDA.
2. CE (QC), DDA with 10 spare copies for circulation among SEs & EEs under his control.
3. CE (Design), DDA with 10 spare copies for circulation among SEs & EEs under his control.
4. CVO, DDA with 16 spare copies for circulation among SEs & EEs under his control.
5. CAO, DD.
6. Project Manager (Flyover), Gr.-I and II, DDA with 7 spare copies each for circulation among EEs and FOs.
7. Director (System) for necessary action.
8. Director (Hort.), North & South, DDA with 10 spare copies each for circulation among Jt./Dy. Directors.
9. Director (MM), DDA with 7 spare copies for circulation among EEs and FOs under his control.
10. Director (Works), DDA/Director (PR), DDA.
11. EO-I, II, III & EE (PPC), DDA.
12. DY. CAO (Plan), DDA.
13. Sr. R.O. (RTI), DDA.
14. Hindi Officer for Hindi version please.
15. Copy to File No. EM.8(2)98/All Zones/04/DDA/Pt.

Copy also forwarded to:-

1. PS to VC, DDA for kind information of the latter.
2. PS to EM, DDA for kind information of the latter.
3. PS to FM, DDA for kind information of the latter.

  
24/10/07  
DIRECTOR [WORKS]

**DELHI DEVELOPMENT AUTHORITY  
ENGINEER MEMBER'S SECTT.**

No: EM 1 (10) 2007/cir (PAC Audit Paras) DDA/3915. <sup>25th</sup> October, 2007

CIRCULAR No. 612

Sub: AWARD OF THE WORK HIGHER THAN THE PREVAILING  
MARKET RATE OF A SIMILAR WORK.

The CAG during the audit of "Development works in DDA" observed that some of the works were awarded by DDA on rates higher than that of a similar works awarded around the same time in nearby location and this resulted in an audit inspection of substantial action. DDA's contention was not accepted and has been criticized by Public Accounts Committee (14<sup>th</sup> Lok Sabha). The PAC has recommended that in future a mechanism should be put in place whereby the rates offered for a work by contractors are invariably compared with the rates accepted for similar works within the same time frame and scope of work is properly specified with a view to ensure that the deals are made transparent and no extra payments are allowed to the contractors.

In this regard, the attention is drawn to instructions contained in Para 18.4 to 18.17 of CPWD Work Manual 2003 which are self-explanatory. It is emphasized that apart from the justified market rates, the rates should be compared with those accepted for similar works at the same time; and large variations should not be allowed. If the rates are quoted higher even after repeated call of tenders, the negotiations may be conducted within the guidelines of CVC and the detailed reasons for accepting higher rates may be recorded invariably.

Non-compliance of the instructions shall be viewed seriously.

This issues with the approval of EM, DDA.

  
[A.P. SINGH] 24.10.07

**CHIEF ENGINEER [HQ]**

Copy to:

1. All CEs (Civil/Elect.), DDA with 20 spare copies for further distribution amongst SEs and EEs, Jt. CAO/FO & CE (HQ), DDA.



2. CE (QC), DDA with 10 spare copies for circulation among SEs & EEs under his control.
3. CE (Design), DDA with 10 spare copies for circulation among SEs & EEs under his control.
4. CVO, DDA with 16 spare copies for circulation among SEs & EES under his control.
5. CAO, DD.
6. Project Manager (Flyover), Gr.-I and II, DDA with 7 spare copies each for circulation among EEs and FOs.
7. Director (System) for necessary action.
8. Director (Hort.), North & South, DDA with 10 spare copies each for circulation among Jt./Dy. Directors.
9. Director (MM), DDA with 7 spare copies for circulation among EEs and FOs under his control.
10. Director (Works), DDA/Director (PR), DDA.
11. EO-I, II, III & EE (PPC), DDA.
12. DY. CAO (Plan), DDA.
13. Sr. R.O. (RTI), DDA.
14. Hindi Officer for Hindi version please.
15. Copy to File No. EM.8(2)98/All Zones/04/DDA/Pt.

Copy also forwarded to:-

1. PS to VC, DDA for kind information of the latter.
2. PS to EM, DDA for kind information of the latter.
3. PS to FM, DDA for kind information of the latter.

  
**DIRECTOR [WORKS]**