

**DELHI DEVELOPMENT AUTHORITY**  
**E.M.'S OFFICE**

No.EM1(10)2007/Cir.(CWG)DDA/434

Dated: 31-1-08

CIRCULAR No. 616

**Sub: Regarding adoption of Clause – 2A & Clause – 16 in the contract document for Common Wealth Games Projects.**

The High Powered Committee constituted under the Chairmanship of Finance Member, DDA for development and construction of projects in respect of Common Wealth Games – 2010, in its meeting held on 13/12/07 had approved the adoption of new tender document for Common Wealth Games – 2010.

In this connection, the Clause – 2A of Contract document provides for payment of incentive/bonus to the agency, if the agency completes the work ahead of stipulated period of completion.


In order make this Clause more effective, it is instructed to follow the following procedure :

- a) The incentive shall be payable only when the Completion Certificate recorded by the Ex. Engineer and that by the Suptdg. Engineer is not conditional and the work has been declared complete in all respects.
- b) The written approval from the Chief Engineer, shall be obtained by the Engineer-in-charge through his Suptdg. Engineer, regarding issuing of Completion of Certificate.

It is enjoined upon the Chief Engineers,(SEZ)&(SWZ), SEs and EEs to adhere to the above instructions while operating the Clause – 2A of the tender documents in respect of Common Wealth Games Projects – 2010.

This circular is applicable for contracts of Common Wealth Games only.

This issues with the approval of Engineer Member.

  
(A.P. Singh)  
Chief Engineer(HQ) 31.1.08

Copy to :

1. Chief Engineer(SEZ), DDA.
2. Chief Engineer (SWZ),DDA.
3. Chief Engineer (Elect.), DDA.
4. Sr.P.S. to VC for kind information of the latter.
5. Sr.P.S. to EM for kind information of the latter.
6. Sr.P.S. to FM for kind information of the latter.

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Chief Engineer(HQ)

**DELHI DEVELOPMENT AUTHORITY**  
**E.M.'S OFFICE**

No.EM1(10)2007/Cir.(CWG)DDA/497

Dated: 4-2-08


CIRCULAR No. 617

Sub : Scrutiny & Authentication of Structural Drawings/Designs prepared by the Consultant.

Structural drawings for execution of works are required to be approved by the Technical Sanctioning Authority. However, it has been observed that the projects where the structural designs are done by the Consultants and further proof checked by some other proof consultants like SPA, IIT etc. the drawings are issued for execution without approval/acceptance of competent Authority. Such a practice is not only irregular but also there are chances of serious errors going un-noticed, thus affecting the safety of the structures.

It is enjoined upon all concerned that where the structural designs for the projects are done by the Consultant and further proof checked by some other Consultants, the same needs to be accepted by the Competent Authority i.e. Technical sanctioning authority, to accord the authenticity to the drawings as "Good for construction" to avoid any chances of errors affecting the structural safety of the structure

This issues with the approval of EM.

  
(A.P. SINGH) 21.1.08  
CHIEF ENGINEER(HQ)

P.T.O.

Copy to:

1. All Chief Engineers i/c. CE(QAC, Design, Electrical & HQ), DDA. *(with 20 spare copies to each)*
2. Chief Vigilance Officer, DDA. *(with 5 spare copies)*
3. Chief Architect, DDA. *— di —*
4. Chief Accounts Officer, DDA. *— di —*
5. Director (MM), DDA *(with 10 spare copies)*
6. Project Manager (Flyover) Gr. I & II, DDA *— di —*
7. Director (Works), DDA
8. Director (Sports), DDA
9. Dy. CAO (Plan), DDA.
10. Hindi Officer for Hindi version.

Copy also forwarded to:

- 1) PS to VC for kind information of the latter.
- 2) PS to EM for kind information of the latter.
- 3) PS to FM for kind information of the latter.

**Chief Engineer(HQ)**

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

No : EM1(10)2007/Cir.(CAG Audit Para)/DDA/ 6/0

Dated : 7-2-08

**CIRCULAR No. 618**

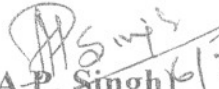
**Sub : Delay in providing Structural Drawings and Material to the contractor.**

The Comptroller Auditor General of India in one of the Audit Inspection observed that the work was delayed in completion only because of non providing of structural drawings and stipulated materials to the contractor timely, which resulted in blockage of funds because of delay in construction of work.

Number of instructions have already been issued in this regard from time to time that Architectural/Structural drawings shall be made available to the Contractor in time bound manner and also that the stipulated material shall be arranged timely so as to ensure smooth execution of work and adherence to the time schedule. The last instructions issued vide this office Circular No. 583 dt. 21.7.06 in this regard may be referred to.

The above instructions shall be strictly adhered to by all concerned. Non-compliance of instructions shall be viewed seriously.

This issues with the approval of Engineer Member, DDA.

  
(A.P. Singh) 6/2/08  
**Chief Engineer(HQ)**

Copy to:

1. All Chief Engineers i/c. CE(QAC, Design, Electrical & HQ), DDA.
2. Chief Vigilance Officer, DDA.
3. Chief Architect, DDA.
4. Chief Accounts Officer, DDA.
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3. PS to FM for kind information of the latter.

**Chief Engineer(HQ)**

DELHI DEVELOPMENT AUTHORITY  
E.M.'S OFFICE

No.EM1(10)2007/Cir (CAG Audit Para)/DDA/611

Dated: 7-2-08

CIRCULAR No. 619

**Sub: Clearance of Encroachment from DDA site prior to Call of Tenders.**

The Comptroller Auditor General of India in one of the Audit Inspection observed that work was delayed in completion only because of encroachment could not be cleared timely. This is because of the defective survey of site by the Field Unit.

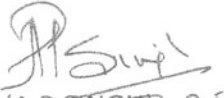
Number of instructions have already been issued from time to time that before call of tenders, EE must ensure that the site is free from encroachment, so that there may not be any delay in work for completion of work due to encroachment at site.

In this regard attention of all concerned is drawn to the condition forming a part of PWD-6 where it is required to be indicated whether the site of work is available or shall be made available in parts. In case it is to be made available in parts, the schedule for the same is required to be incorporated in PWD-6 forming a part of NIT. Similar information is required to be indicated in the Memo forwarding Tenders to WAB. But it has been observed that this aspect is not carefully examined and WAB is not kept correctly informed.

It is enjoined upon that all the Executive Engineers must ensure that the proper preliminary survey of site is done before the call of tenders and it should be ensured that there exists no encroachment at site for which tenders are being invited. In case the work site is to be made available in parts, it should be clearly brought out in NIT as well as in the Memo forwarding tenders to WAB/Competent Authority.

The above instructions may be strictly adhered to by all concerned.

This issues with the approval of Engineer Member, DDA.

  
(A.P.SINGH) - 2-08

CHIEF ENGINEER (HQ)

**Copy to:**

1. All Chief Engineers i/c CE(QC,Design,Electrical & HQ), DDA with 20 spare copies for distribution amongst SEs, EEs.
2. Chief Vigilance Officer, DDA with 16 spare copies for distribution amongst SEs, EEs.
3. Chief Architect, DDA
4. Chief Accounts Officer, DDA
5. Director (MM), DDA with 7 spare copies for distribution.
6. Project Manager Flyover Gr. I & II, DDA with 7 spare copies for distribution.
7. Director (Works)
8. EO-I,II,III,EE(PPC), DDA.
9. Dy. CAO (Plan), DDA.
10. Hindi Officer for Hindi Version Please.

**Copy also forwarded to:**

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2. PS to EM for kind information of the latter.
3. PS to FM for kind information of the latter.

  
DIRECTOR (WORKS)