

CONFIDENTIAL

**OFFICE OF THE CHIEF VIGILANCE OFFICER
DELHI JAL BOARD, GOVT. OF N.C.T. OF DELHI
VARUNALAYA PH-II: JHANDEWALAN: NEW DELHI.**

No. DJB/Vig/2010/ 1684

Dated: 26/2/10

Subject: Periodical inspections/improvement in quality work of proposed E&M repairs.

The matter regarding the committee constituted by the Member (Technical) was considered by CEO, DJB and it is observed that during checking of various works the estimates in some cases for repair of equipments are not being prepared as per ground realities. This is required to be addressed through efficient control and due diligence by the concerned technical side while according the technical sanction of the estimate and even on the progress of work, which eventually leads to malpractices. It has also been observed by the CEO that the examination / verification for all the works of value Rs. 1.00 lacs and above by the Committees may cause delay in execution of works and may impact upon functioning of Treatment Plants / Pumping Stations and the violation of CPWD manual can also be not ruled out.

Therefore, it is desired by the CEO that instead of having number of committees for checking/verification of correctness of proposed repairs for (E&M) works, the following observations may be given effect to:

- (i) The SEs being overall responsible for management of Quality System and procedure for works under their charge (as per the CPWD

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guidelines), should be instrumental in inspecting the various works in progress within their circles and satisfy themselves that the same are necessary, efficient, economical and serves the purpose for which intended.

Moreover, as per procedure it is also the duty of the SE concerned to inspect the works on random basis as and when initiated and also at the execution stage with a view to ensure the quality, quantity and accuracy of the works in accordance with the terms of the tender. Therefore, while doing so, he must record the results of his inspections of the works in an Inspection Register and furnish extracts of the same on a quarterly basis to the Chief Engineer concerned along with the status that the defects pointed out on each occasion are properly rectified. Release of payments is to be considered after certification from the Supdt. Engineer that defects pointed out have been rectified.

- (ii) As regards the cases for repair of equipment/supply of spares are concerned, the SE(E&M) is required to randomly select 50% of such works listed in the NITs having tender cost of above three lacs rupees and carry out checking/verification prior to award of the work and send reports as per the observation already made above.
- (iii) Instructional order dated 18.3.05 from Member (F) provides that at the time of payment of repair of any equipment, maintenance register shall be submitted to the concerned ACA, who will counter sign the same.

Thus, it is essential for respective ACA to ensure that maintenance register for equipments is invariably counter signed by him during release of payments, otherwise he will be held responsible if payments are made without his counter signature on the maintenance register.

- (iv) Attested copies of pages of maintenance register relevant for equipment to be repaired, need to be placed in the estimate files. No estimate for repair/supply of spares for repair of equipment to be concurred without availability of these in the estimate files.
- (v) Member (F) is to issue instructional order that tender shall only be invited after financial concurrence of the estimate, and powers as vested/delegated in rule 129-(2) of GFR-2005 shall only be applicable in the cases of spot quotations.

The above observations are being conveyed for necessary compliance.



C.V.O

Member (F) / (Dr.)