

OFFICE OF THE DIRECTOR (FINANCE & ACCOUNTS)
DELHI JAL BOARD: GOVT OF NCT OF DELHI
VARUNALAYA PHASE : II KAROL BAGH: NEW DELHI 110005

No.DJB/Dir (F&A)/2011/

124401

Dated: 11-11-11

Instructional Order

In terms of standing instructions issued by C.E.(SDW) dated 07/03/2003 (copy enclosed), in cases of repair of E&M equipments i.e. Submersible Pumps, Electrical Motors etc. through manufacturer/nominated authorised dealers, the Manufacturer will keep their complete involvement till the order is executed by the dealers and shall stand guarantee for all spares utilized in repair works by the nominated authorized dealer. Department will release payment only after written confirmation accepting the supply order/work orders along with a copy of order duly stamped and signed has been received by the EE from the manufacturer.

Hence, in order to ascertain that only genuine spare parts are being utilized in repair works of E&M equipment by the dealers, all EE's (E&M) side are hereby directed to provide details of repair of all E&M equipments carried out by the divisions during financial years 2010-11/2011-12 in the following format :

- (a) Nomenclature of repair work
- (b) Name of dealer
- (c) Whether dealer was manufacturer/authorised dealer
- (d) Work order number
- (e) Amount spent
- (f) Copies of confirmation letters received from manufacturer (be annexed for ready reference).
- (g) Details of E&M equipments where repair work got executed by agency other than authorised dealers along with reason/amount spent.

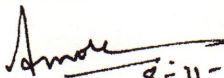
The aforesaid information be communicated to the undersigned within a fortnight period from the receipt of the above instructional order.

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Non compliance of the above instructions/sending of incomplete information will be viewed seriously and may lead to debarring the concerned E&M Divisions from undertaking further repair works till the relevant details are submitted.


8-11-11
Director (F&A)

1. All SE's (E&M)/ EEs (E&M)
2. All AO's/AAO's (E&M)

Copy for information to:-

1. CEO
2. Member (Dr)/WS
3. Member (F)

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DELHI JAL BOARD
GOVERNMENT OF NCT OF DELHI
OFFICE OF THE CHIEF ENGINEER (SDW)

No: F 220/CE/SDW/2003/

Dated: 7-3-2003

INSTRUCTIONAL ORDER

In the cases of procurement of spares, the following instructions shall be followed by all concerned:

1) The Executive Engineer Incharge will obtain technical as well as commercial offer from the manufacturer directly.

2) The manufacturer may quote for supplying the equipment directly or indicate the name of authorised dealer through whom the order is proposed to be executed on the terms of offer of the manufacturer.

3) A copy of the purchase order on the nominated authorised dealer will be sent to the manufacturer.

4) The manufacturer will keep their complete involvement till the order is executed by their nominated authorised dealer completely.

5) The manufacturer shall stand guarantee for all supplies made to the department by their nominated authorised dealers.

6) Department will release payment only after written confirmation accepting the supply order alongwith a copy of order duly stamped and signed has been received by the EE from the manufacturer.

The above instructional order will also apply on execution of works through Manufacturers/nominated dealers.

These orders are issued with the prior approval of competent authority and superceeds all earlier orders.

(A.K. JAIN) 07.03.03
Chief Engineer(SDW)

Copy to:

1. Vice Chairman, DJB, Secy to CEO, Addl. CEO
- 2) Member(Admn), Member(WS), Member(Dr), Member(F)
- 3) CVO, All CEs(Civil) & (E&M), Director(I&QC)
- 4) Director(F&A), All SEs(Civil) & (E&M), All EE (E&M), ADOV/DDV, EE(Vig), Dy A&FO(B) & (D), All ACAs, All Accts..