

Office of the Engineer-in-Chief, Water Resources
Secha Sadan, Orissa, Bhubaneswar.

No. - WG-15.m-5/2005-12214 /Dated, the 4-8-06

From

Er. H.C. Behera,
Engineer-in-Chief, W.R.

To

The Chief Engineer & Basin Manager,
Lower Mahanadi Basin, BBSR/ Upper Mahanadi Basin, Burla/
B.S. & B. Basin, Laxmiposi/R.V.N. Basin, Berhampur/
B.R.B. Dhenkanal/ B.L.B. Samal

The Chief Engineer,
Ull Project, Khatiguda/ Upper Kolab Project/ L.I. & L.S., Nuapada/
Drainage, Cuttack / Minor Irrigation, Bhubaneswar/ Mechanical/
Project Planning and Formulation, Bhubaneswar/ Designs & Research/
C.E. & Director, WALMI, Pratapnagari (Ctc)

The Chief Constn. Engineer,
Potteru Irr. Project / Kanpur Irrigation Project.

Sub: Check list for tender works sanction of deviation statement and grant of extension in time.

Sir,

In enclosing a copy of the Works Department Lr.No.4812 dtd 15.3.2002 on the above subject, I am to say that while submitting proposal for acceptance of tender, sanction of deviation statement and grant of extension of time to Govt. as well as to this office, it is requested to furnish the information in the prescribed format which is appended herewith for taking further necessary action at your end.

Encl: As above.

Yours faithfully,


Engineer-in-Chief, W.R.

Memo No.

/Dated the

Copy submitted to the Financial Adviser-cum-Additional Secretary to Govt. Department of Water Resources favour of kind information and necessary action.

Memo No 3930-38 (W.R) dt 9.8.06

Engineer-in-Chief, W.R.

Gen.let.3

Copy to all S.E.s / all E.E.s for
information & necessary action.

Copy to all S.D.O.
& A.A.

Astt.

Engineer & Basin Manager
Burla

Er. H.C.

CHECK LIST
(For Tender Works)

1. Name of the work : -
2. Name of the Division/ Circle : -
3. Estimated cost with year of S/R : -
4. Position of A/A : -
5. Technical Sanctioned amount with No. & date. : -
 - (i) G.A.D. :-
 - (ii) Whether component designs completed ?__
6. Whether acquisition of private land / forest land is necessary, if yes position thereof.
7. Allotment position : -
8. Approval of B.O.Q. & D.T.C.N. : -
9. No & Date of N.I.T. : -
10. Publication of Tender Call Notice
 - (i) Local Daily
 - (ii) National Daily
 - (iii) Web Site
 - (iv) Bidding period allowed after the date of publication -
 - (v) Whether paper cutting is attached -

11. Amount put to Tender : -

12. Class of Contractor : -

13. Cost of Tender Paper : -

14. EMD to be deposited : -

15. Time of completion : -

(a) Last date of sale of Tender paper :-

(b) No of Tender paper sold: -

16. Last date of receipt of tender paper : -

(a) Date of opening of Tender Paper : -

(b) No of tender paper received: -

(c) No. of tender considered as valid / responsive

17. Validity of tender upto : -

(i) No of days taken by Executive Engineer to process the tender -

(ii) No of days taken by Superintending Engineer to process the tender -

(iii) No of days taken by Chief Engineer to process the tender -

18. Photocopy of tender sale and opening register : -

19. Relative position of tender

Sl. No.	Name of the Tenderer	EMD Position	ITCC/ STCC	Validity of licence	Tendered Amount	% Excess/ Less	Relative Position
1	2	3	4	5	6	7	8

20. Tenders rejected with reason & reference clause No. of DTCN.
21. Whether DAO of concerned Division has test checked or not.
(a) Whether the tender has been negotiated at S.E's level.
(b) Negotiated tender amount with % excess / less
22. Whether recommended by
(a) Executive Engineer
(b) Superintending Engineer
23. (a) Whether negotiation done in C.E's office-
(b) Negotiated tender amount with % excess/ less
24. Items beyond 25% excess over estimated cost
25. Items beyond 25% less' and total differential cost
26. Final tender amount with % excess/ less with name of Contractor.
27. In case of any special conditions have been attached to tender documents by the Tenderer, the financial implication there of.
28. Whether the lowest tenderer has furnished the following documents: -
(a) No relationship certificate
(b) List of T & P
(c) List of works in hand
(d) List of works executed
(e) Balance sheet

29. If the tender is for balance work,
then the history of previous tendered work
should be given.

30. Past record of the lowest tenderer with the Deptt., if any

31. Opinion of the recommending Officer.

CHECK LIST

(For grant of E.O.T)

1. Name of the work : -
2. Details of Agreement
(Agrt. No. & Amount): -
3. Date of Commencement : -
 - (a) Stipulated date of completion with period of completion:-
 - (b) Actual date of completion: -
 - (c) Copy of work programme
4. Date of application by the Contractor
(should be 30 days before stipulated date of completion
as per OPWD code Volume-1 Para 3.5.30) or within
30 days from the date of hindrance.
5. Extension of time applied upto
(Period for which E.O.T. applied)
6. Reasons for delay – Justifying the no. of days
for each hindrance with date of occurrence.
7. Whether No claim certificate furnished by the contractor : -
(Signature should be attested by concerned E.E)
8. Whether reasons for delay are attributable to the
Contractor or to any departmental lapses.
9. Whether E.E. as well as S.E. have recommended
the EOT application furnished by the contractor.

10. Work done statement within the original period of completion (% work done may be mentioned)

11. If reason of delay is partly attributable to the contractor but there is ground for granting extension, an undertaking of the Contractor not to claim escalation during the extended period is to be furnished.

12. Whether clause -2 of the agreement invoked for slow progress of work?

13. If the delay is due to change of design /site
The circumstances for such changes may be stated.
(Permission letter may be furnished)

14. If the delay is due to heavy untimely rain fall,
whether a certificate is furnished from the competent authority showing the details of rain fall during the period of hindrance.

15. Reasons as to why
 - (i) compensation will not be levied on the contractor

 - (ii) benefit of price escalation will not be curtailed / disallowed?

16. Whether any E.O.T. was granted previously,
if so with benefit of price escalation or without the same.

CHECK LIST

(For Sanction of Deviation Statement)

1. Name of the work:
2. Details of Original A/A:
3. Details of Agreement (Agreement No. & Amount) (Copy of Agreement may be furnished).
4. Amount of Deviation & Reasons thereof: (Attach Deviation Statement, Original Works Programme and Revised Work Programme)
5. Whether deviation amount exceeds 10% or more than the original agreement value.
6. If it exceeds more than 10%, reasoning with technical report may be attached.
7. Whether revised A/A is necessary/ accorded? if so a copy of the revised A.A.order.
8. Permission from the competent authority to go ahead with the execution may be furnished.
9. Is the deviation due to change of design/ site? If so a copy of the approval order for such changes may be furnished.
10. Whether recommended by
 - (a) Executive Engineer
 - (b) Superintending Engineer.
11. Relative position of tenderers at deviated quantity (Whether the position has been altered or not):-
12. Whether EDT has been granted upto the required extent? If so a copy thereof may be furnished.
13. Whether the deviation is due to extra quantity and/or extra items of work.

If extra items of work,
Whether the rates approved(in comparison with the current S/R) may be indicated.