

15/4  
Agenda for BOG Committed for construction of PTU campus on Kapurthala Road to be held on 13<sup>th</sup> Dec 2005 in the office of the Principal Secy Tech Education Govt of Punjab.

**Agenda Item No 1**

**To approve of RC Estimate**

RC Estimate amounting to Rs 34,71,28000/- based on Plinth Area Rates (PAR) released by CPWD with base as on 01.01.1992 and updated to the year 2004-2005 by applying appropriate cost index factor, has been received from the Architects. Estimates of some of the items not included in PAR have been based on DSR updated or Market Rates (NS Rates). Estimate includes Civil Work, PH Work, Elect Work, HVAC and Fire Detection & Fire Fighting, both Internal & External including cost of Site Development. Plinth area of Front & Rear Blocks is 5,920 and 18,905 sqm respectively, totaling to 24,825 sqm.

**Agenda Item No.2**

**To approve of DNIT**

2.1. In the last meeting of the committee held on 2<sup>nd</sup> Nov 2005, it was decided that Tender Documents will be approved by this committee. Documents supplied by the Architects consist of the following: -

- a) Vol-I – General Terms & Conditions of the Contract.
- b) Vol II – Technical Specifications and Tender Drawings
- c) Vol III – BOQ.

2.2. Salient points of the Vol I are: -

- i. Scope of work – Civil and Internal PH & Elect services
- ii. Amount of the Tender Rs 27.50 crores.
- iii. Time Limit – Ten months for the front Block & 18 months for all the work.
- iv. Date of start – Ten days after award of work.
- v. Earnest Money – Rs 2.0 Lacs by Demand Draft.
- vi. Mobilisation Advance Rs 50.0 Lacs, interest free to be paid in two equal installments.
- vii. Performance Guarantee --5% of Tender.
- viii. Liquidated Damages and Compensation for delay – 5%
- ix. Security deduction – 5% of RA bills.
- x. Authority to grant time extension & reduce compensation – BOG Committee.
- xi. Defect Liability period -- one year.
- xii. Variation – 100%.
- xiii. 12.5 % profit provided on NS items.
- xiv. Sale of Tenders wef 10<sup>th</sup> Dec 2005.
- xv. Prebid Conference on 23<sup>rd</sup> Dec 2005.
- xvi. Receipt & opening of Tenders on 3<sup>rd</sup> Jan 2005.

2.3. Salient points of Vol II are: -

- i. CPWD Specifications to be followed.
- ii. Schedule of finishes approved by the University after consulting Chief Architect Pb.
- iii. Building shall be earthquake proof.
- iv. Tender Drawings indicative of Architecture, Structural Design, PH & Electrical Services details.
- v. Detailed Engineering approved by Chief Architect Pb, DG PGSC and PTU Consultants.

2.4. Salient points of Vol III are: -

- i. It is an Item Rates Tender and items are by & large as per DSR.
- ii. Analysis of rates of NS items have been prepared by the Architects.

**Agenda Item No 3.**

**To evolve and Approve Procedures to be adopted by Construction Wing**

3.1. All Govt Bodies of the Pb Govt are normally required to follow PWD Rules & Procedures for construction of buildings. But most of the Bodies have adopted some simplified and short procedures in the interest of works on account of the following reasons: -

- a) To cut short the delays.
- b) Scanty Engineering Staff employed in the Construction Cells to effect economy in Establishment Charges. (In PWD Establishment Charges are more than 12% while such Cells are able to keep the charges less than 7.5%).
- c) Staff structure being different, powers of the Engineers have to be notified in line with the Powers of the PWD Engineers.
- d) In most of the cases, these are the requirements of the engaged contractors.

In the meeting held under the chairmanship of CS on 29<sup>th</sup> August 2005, it was decided under item (h) that VC shall set a detailed procedure. It is proposed to follow PWD Rules & Procedures by and large. Modifications are however proposed in the following procedures on account of the reasons mentioned above: -

3.2. Recording of entries in Measurement Books: -

As per Govt Rules, entries of executed works and the bills thereof are made in the Measurement Books by a Junior Engineer, which are got accepted, from the contractor. But for PTU Joint measurements by the staff of the contractor and the PTU stand suggested by the Architects and is proposed to be adopted. It is already prevalent in Science City. Measurements, Abstract of Quantities and Bills are recorded by the contractor in MB's supplied by him and attested by the Executive Engineer.



15/6

### 3.3 Payment Procedure: -

In PWD, the Executive Engineer is the final and the sole authority for payments. But before making a payment, the bills are audited by a regular Accounts Branch headed by an Accountant appointed by the AG. Construction Bills prepared by the contractor, duly verified by the PTU staff shall be checked by a Senior Accounts Clerk to be posted in Construction Wing and verified by the EE. Further procedure of pre-audit & payment needs to be laid down. Bills will be quite heavy and need to be cleared in a time schedule so that contractor's funds are not blocked. It is proposed that Secured Advance Bills, which are simple, will be paid within one week of submission by the contractor and construction bills within two weeks of the submission.

### 3.4. Powers of the Engineering Officers: -

In Science City, Powers of the Engineers as prevalent in PWD were fixed after getting the approval of the Governing Body. Details are attached. Powers in case of PTU need to be laid down.

### 3.5. Committee for approval of Rates of Non-Schedule Items.

For the approval of rates of Items beyond the powers of the Engineers mentioned above a committee as mentioned below stands constituted in PGSC with the approval of the Governing Body: -

- DG - Chairman
- Project Manager (Planning & Design) - Member
- Project Manager (Electrical) - Member
- Project Manager (Construction) - Member
- Rep of Finance Deptt Govt of Pb - Member
- Executive Engineer - Convener

A committee may be constituted for the PTU on the same lines.

**Agenda Item no 4: Any other point with the permission of the chair.**



**Dr. M. S. Grewal**  
Registrar

**POWERS OF ENGINEERS OF CONSTRUCTION CELL**

5/17

S.No	Nature of Power	Engineer	Power	Remarks
1.	To accord technical sanction to detailed estimates of Original Works	Project Manager (C) Executive Engineer	30.00 Lacs Rs 7.50 Lacs	Power of S.E. In PWD Power of Non Selected E.E. in PWD
2.	To accept tender for contracts for sanctioned works	Project Manager (C) Executive Engineer	30.00 Lacs Rs 7.50 Lacs	Power of S.E. In PWD Power of Non Selected E.E. in PWD This Power is subject to the condition that (1) No higher rates are accepted than those mentioned in the sanctioned estimates (2) Approval of higher authority is to be obtained if the tender other than the lowest is to be accepted.

3	To Approve Non Schedule Items not provided in B.O.Q	Project Manager (C)	Rs. 1.00 lacs per item upto maximum of Rs. 10.00 lacs in a work.	
		Executive Engineer	Upto 0.05 lac per item and upto 1.0 lac in a work.	
4	Variation in quantity of item of work beyond B.O.Q in Contract Agreements.	Project Manager (C)	30%	
		Executive Engineer	10%	
5	To pass bills of Contractors	Executive Engineer	Full Powers after Scrutiny Bills by Audit	Subject to the condition than B.O.Q and N.S. Items are approved as mentioned at S.No. 3 & 4.
6	To call quotations and draw work order	Executive Engineer	Rs. 1.0 Lacs	As in PWD
7	Local Purchase	Project Manager (C)	Rs. 20,000 per Item subject to maximum of Rs. 2.0 Lacs in a year	As in PWD
		Executive Engineer	Rs. 5,000 per Item subject to maximum of Rs. 50,000 in a year.	As in PWD



8.	Change in Specifications	Project Manager(C)	Nil	
		Executive Engineer	Nil	
9.	To sanction estimates for Repairs/Special Repairs	Project Manager (C)	7.5 Lacs subject to the condition that no change in specifications is involved.	Power of S. E. in PWD.
		Executive Engineer	0.5 Lacs subject to the condition that no change in specifications is involved.	Power of E. E. in PWD.

Note : Other Powers, Functions and Duties of the Engineering staff shall be as per instructions of Punjab Govt., Public Works Department.