

F3 (106) (32)/RUSDIP/PMU/CMS/2007/

Dated: .02.2010

Sub: Construction Management System - Circular - 45.

Ref: Guidelines for compilation of different documents for upkeeping of Contact Agreement Document under RUSDIP- (RUIDP - Phase II).

It has been observed that there is lack of harmony in compilation of documents in the Contract Agreement prepared by the IPIU's for their sub-projects after the issue of NTP. At times the impact of addendums; corrections during evaluation, discounts and negotiated rates in case of negotiations are not reflected in the Agreement having final rates of the BOQ, making confusion during payments and other assessments required during execution of the project. The following sequence of the documents should be adhered in the Contract Agreement Document duly signed by the Contractor and the Project Manager IPIU. This should be spiral binded with index.

1. Notice to Proceed;
2. Signed Contact Agreement;
3. Performance Security;
4. Insurance Letter;
5. Letter of Acceptance;
6. Minutes of Pre-bid meeting, Clarification and Addendums issued for the sub-project;
7. Negotiation Letter by the Bidder, if any
8. Final rates with Preamble to BOQ (i.e.Appendix-8)
9. Bid Document with annexed pages of Addendums in the particular Clause, to get the reflection of Addendums in the particular Clause.

Copy of this Contract Agreement Document should be submitted to PMU in four sets with in seven days of issue of NTP along with one copy of the technical proposals given by the successful bidder, including the balance sheets and the work experience.

In case of the packages; the Contract Agreement Document have already been sent to PMU, the IPIU is required to sent four spiral binded sets of the Clarification and Addendums & the Final rates with Preamble to BOQ (i.e.Appendix-8) duly signed by the Contractor and the Project Manager IPIU to PMU by 05.03.2010 positively.

Copy of this circular should be abided by all members of PMU, IPIU, IPMC & DSC.

sd/r
(Dr. R. Venkateswaran)
Project Director

Dated: *22*.02.2010

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Copy to following for information and necessary action:

1. Addl. PD / FA/ Dy. PD (T)/ Dy. PD (Adm.)/SE (Co-ord)/ SE (WW)/ (WS) / (R&B)/ PO (all)/ Sr. AO / All APOs / AAO/ PA to PD PMU, RUIDP, Jaipur.
2. Chief Engineer, PIU, Bisalpur, / SE PIU RUIDP, Jaipur.
3. Executive Engineer, IPIU, RUSDIP (Concerned), Alwar, Baran-Chhabra, Barmer, Bharatpur, Bundi, Chittorgarh, Churu, Dhaulpur, Jaisalmer, Jhalawar-Jhalrapatan, Karauli, Nagaur, Rajsamand, Sawai Madhopur and Sikar.
4. Team Leader IPMC, CAPP, DSC-I, Bharatpur, DSC-II, Nagaur, DSC-III, Jhalawar, RUSDIP.
5. DSC-I, Alwar/ Dholpur/ Karauli/ Sawai Madhopur, DSC-II, Churu/ Jaisalmer/ Barmer/ Sikar and DSC-III, Chittorgarh/ / Rajsamand/ Bundi/ Baran, RUSDIP.
6. ACP, RUIDP, Jaipur to send by e-mail and put up the CMS Circular on the website.

[Signature]
Dy. Project Director (T)