

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

DEPARTMENT OF TRAINING & TECHNICAL EDUCATION

MUNI MAYA RAM MARG; PITAM PURA; DELHI-110088

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F.1 (23)/Misc. Matter/WCSC Admn. / DTTE/ Pt.-04/2021/033727529/519 Dated: 07, November'2023

CIRCULAR

With reference to Minutes of Meeting dated 23.10.2023 vide which Director, TTE (HQ) has desired to prepare a common checklist for release of payment to PWD / DTTDC Ltd. and other Govt. agencies in respect of Capital Works and ongoing construction / renovation works in various universities / WCSCs and ITIs under the aegis of DTTE.

The various parameters of the checklist which is to followed during request for release of payments to the agencies i.e. PWD / DTTDC Ltd. and other Govt. agencies are detailed as under:-

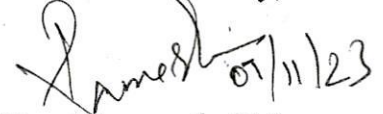
Various documents of Checklist which are to be submitted:-

- Copy of Handing / Taken Over list duly verified by Nodal Officer of concerned institutions.
- All Final / Completion Drawings duly verified by Nodal Officer of concerned institutions.
- All Warranty / Guarantee receipts/card.
- Extra Item Statement (EIS)
- Substitute Item Statement (SIS)
- Deviation Item Statement (DIS)
- Final Bill with Schedule of Quantity
- Final / Gross amount of work.
- Tender amount.
- Physical Progress in percentage.
- Percentage escalation from tendered amount.
- All installments received with details.
- Justification of delay, if work not completed within time.

Therefore, PWD / DTTDC Ltd. and other Govt. agencies are directed to submit the request for release of installment / payment with all the supporting documents mentioned in above checklist.

This issues with the approval of Competent Authority.

Yours faithfully,



(Dr. Ramesh N.)

Deputy Director (Plg.)

Contd...

Copy to:-

1. PS to Secretary, TTE (HQ)
2. PS to Director, TTE (HQ)
3. Vice Chancellor, DSEU / DPSRU / DTU / IGDTUW / NSUT
4. Director, IIIT-Delhi, Okhla, Delhi
5. All Deputy Directors, TTE (HQ)
6. Deputy Controller of Accounts, TTE (HQ)
7. All Principal / Vice Principal / H.O.O. of Industrial Training Institute (ITIs).
8. Chief Project Manager (Tourism), DTTDC Ltd. Wazirabad Bridge Project, Majnu-Ka-Tila Delhi-110054- with request to circulate all concerned field unit.
9. Engineer-in-Chief, PWD, 12th Floor, MSO Building, I. P. Estate, New Delhi-110002- with request to circulate all concerned field unit.
10. System Analyst, TTE (HQ)- with request to upload on department website.

Ramesh N. 07/11/23

(Dr. Ramesh N.)
Deputy Director (Plg.)

(17)