

Government of India  
Central Public Works Department  
Directorate General of Works  
CSQ Organisation  
Contracts & Manual Unit

No. DGW/MAN/13

Dated Nirman Bhawan, New Delhi, the 13<sup>th</sup> April., '98

**OFFICE MEMORANDUM**

Subject : Award of works

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Instances have come to the notice of this Directorate where drawings and designs are not issued to the contractor in time or site is not handed over to them in time which result in delay in execution of works and the contractors claim huge sums of money in arbitration. It is, therefore, enjoined upon all concerned that no work shall be awarded to the contractors unless all arrangements are made to ensure supply of drawings, materials etc. as stipulated in the tender documents, well in time as and when required.

2. For this purpose, it is necessary that following should be available at the stages given below :

(a) **Technical Sanction :**

- (i) Detailed architectural drawings and specifications including items where rates are based on them.
- (ii) Structural drawings for foundations.
- (iii) Structural drawings of superstructure upto slab at level 2.
- (iv) Plans of internal and external services.

(b) **Approval of MIT :**

- (i) Availability of site, funds and approval of local bodies to plans.
- (ii) Confirmation that materials to be issued to the contractor would be available.
- (iii) Arrangement for issue of remaining drawings well in advance of actual requirement at site as per the programme of construction

(c) **Award of work :** The availability of items under (a) and (b) shall be confirmed.

3. Any contravention of the above instructions will make the tender accepting authority personally liable to all the consequences arising out of it.

This issues with the approval of DG(W).



(P.K.Mathur)

Superintending Engineer (C&M)

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