



# CENTRAL PUBLIC WORKS DEPARTMENT

## OFFICE MEMORANDUM

**NO. DGW/MAN/64**

ISSUED BY AUTHORITY OF DIRECTOR GENERAL OF WORKS

NIRMAN BHAWAN, NEW DELHI

27<sup>th</sup> March, 2001

### **Rules of Enlistment of Contractors in CPWD, 2001**

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'Rules for Enlistment of Contractors in CPWD 2001' have been issued vide OM No. DGW/CON/153 dt. 26<sup>th</sup> March, 2001. The new rules shall be applicable from 1-4-2001. Applications received upto 30.3.2001 shall be processed on the basis of existing Rules.

For the purpose of clarification of these Rules, further provisions are made as under:

#### **1.0 RULE 6.0**

**1.1** Ordinarily, works executed by CPWD/PWD(DA)/Ministry of Environment need not be inspected.

**1.2 Inspection Teams** The Inspection teams for inspecting the non-CPWD works of the contractor and furnishing their reports on quality of construction, workmanship etc. to the enlistment authorities shall be as follows:

a) For Class I :

1. Chief Engineer of the Zone
2. One Superintending Engineer as nominated by CE.

b) For Class II :

1. Superintending Engineer of the circle
2. One Executive Engineer as nominated by SE

c) For Class III, Class IV and Class V:

1. Executive Engineer of the division
2. One Assistant Engineer as nominated by EE.

**1.2 Advisory Committees** The Advisory Committees shall assist the enlistment authority in scrutinising the cases, make recommendations regarding suitability of the contractor, evaluate annual performance reports of contractors, and advise the enlistment authority in weeding out of contractors and revalidation process. Such Advisory Committees shall be as follow:

<u>ENLISTMENT AUTHORITY</u>	<u>COMMITTEE</u>
DG(W)	<p>Chairman : ADG(TD)</p> <p>Member-Secretary: SE(C&amp;M)</p> <p><u>For Civil, Fur. &amp; Hort. contractors:</u></p> <p>CE(CSQ) &amp; any two officers of the rank of CE(C).</p> <p><u>For Elect &amp; HVAC contractors:</u></p> <p>CE(CSQ) &amp; any two officers of the rank of CE(EI)</p>
ADG(NR)	<p><u>For Civil &amp; Fur. contractors:</u></p> <p>CE(OCZ) – Chairman</p> <p>DW under ADG (NR), &amp; any two officers of the SEs(C) rank.</p> <p><u>For Elect &amp; HVAC contractors:</u></p> <p>CE(E)NZ – Chairman</p> <p>SE(E)P(NZ) &amp; any two officers of the SEs(E) rank.</p>
ADG(WR)	<p><u>For Civil &amp; Fur. contractors:</u></p> <p>CE(WZ)I – Chairman</p> <p>DW under ADG(WR) &amp; any two officers of the SEs(C) rank.</p> <p><u>For Elect &amp; HVAC contractors:</u></p> <p>CE(E)WZ – Chairman</p> <p>SE(E)P(WZ) &amp; any two officers of the SEs(E) rank.</p>
ADG(SR)	<p><u>For Civil &amp; Fur. contractors:</u></p> <p>CE(SZ)I – Chairman</p> <p>DW under ADG(SR) &amp; any two officers of the SEs(C) rank.</p> <p><u>For Elect &amp; HVAC contractors:</u></p> <p>CE(E)SZ – Chairman</p> <p>SE(E)P(SZ) &amp; any two officers of the SEs(E) rank.</p>

ADG(ER)	<u>For Civil &amp; Fur. contractors:</u> CE(EZ)I -Chairman DW under ADG(WR) & any two officers of the SEs(C) rank.  <u>For Elect &amp; HVAC contractors:</u> CE(E)EZ - Chairman SE(E)P(NZ) & any two officers of the SEs(E) rank.
CE(Zone) (For Civil & Fur. Contractors)	SE(A)/SE(P), One SE(C), One EE(C)
CE(E)Zone (For Elect & HVAC contractors)	SE(A)E/SE(P)E, One SE(E), One EE(E)
SE(Circle) (For Civil & Fur contractors)	EE(A) of Circle, One EE( Civil Division), AE(P) of Circle
SE(E)Circle (For Electrical contractors)	EE(E)A of Circle, EE(E) of Electrical Division, AE(E)P of Circle.

1.2.1 As a general rule, in stations where there are more than one CE or SE, CE of Zone-I or SE of Circle-I shall be the enlisting authority and Chairman of the Advisory Committee. However, ADGs shall, at their discretion nominate any other CE/SE as member of the Advisory Committee.

1.3 As and when an application is received from contractor, the same should be scrutinised and if some documents/information is missing the application should be returned back to the contractor with reasons for rejection. Applications received by post or through messengers should be scrutinised and deficiencies to be intimated to the contractor and application returned in original, within one month. If all the documents are complete, an acknowledgement shall be issued to the contractor within one month of date of receipt of complete application.

## 2.0 RULE 21.0

The applications for revalidation received upto 31<sup>st</sup> December are to be processed and one consolidated order is to be issued in the last week of June next valid till 30<sup>th</sup> June of corresponding year. Similarly all applications received upto 30<sup>th</sup> June are to be processed and one consolidated order is to be issued in the last week of December next and valid till December of corresponding year.

### 3.0 GENERAL

- 3.1 **Printed copies of Enlistment Rules and application forms** The new Enlistment Rules and the Application forms are being got printed. The Superintending Engineers shall make arrangements to send copy of this OM along with copy of Enlistment Rules to the Executive Engineer immediately.
- 3.2 Section 35 of CPWD Manual Vol.II shall be treated as amended as per these rules.

This issues with the approval of DGW.



(S.K.Mittal)

Superintending Engineer(C&M)

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Copy forwarded to :

1. ADG(S&P), ADG(TD), ADG(B), ADG(NR), ADG(WR), ADG(SR), ADG(EF), E-in-C(PWD NCTD)
2. PPS TO DG(W), CPWD
3. All Chief Engineers in CPWD & PWD, NCTD, ED (Consultancy), CE (Env & Forest)
4. All Superintending Engineers in CPWD & PWD, NCTD,
5. F.O. to (DGW)
6. Ministry of Urban Development (W-3) Section (2 copies)
7. Chief Controller of Accounts, MUD
8. Chief Technical Examiner, Central Vigilance Commission, INA, New Delhi
9. Sr. Counsel, CPWD