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OFFICE OF THE CHIEF ENGINEER, PWD RAJASTHAN,
JAIPUR


No. 864

Dated:- 28.02.2007

CIRCULAR NO. 7/2007
CHECK LIST FOR RUNNING & FINAL BILLS

It has been observed that proper attention is not being given to scrutinize the Running Bill and Final Bills as per the clauses of the agreement for PMGSY works. Therefore, it is hereby instructed that all Executive Engineers must ensure that the requirement of Clauses of agreement should be fulfilled before passing the Running Bills & Final Bills and also PIU In-charge in his office must ensure it before payment. A check list for Running & Final Bills (Annexure A) must be prepared in the Division office and submit to PIU In-charge. A check list for Running & Final Bills be prepared in the office of PIU In-charge (Annexure B).

It is enjoined upon all the concerned officers of the department that these instructions should be strictly followed with immediate effect.



Chief Engineer Cum Addl. Secretary
PWD, Rajasthan, Jaipur

No: CE/PWD/SE (P&M)/D-

Dated :

Copy forwarded to the following for information and necessary action :-

1. Addl. Chief Engineer, PWD..... (All)
2. Superintending Engineer, PWD. Circle..... (All)
3. Executive Engineer, PWD. Division..... (All)
4. Sr. P.A. to CE/ CE (Roads)/ CE (NH)/ AI SE's & EE's in CE's office, PWD, Rajasthan, Jaipur.


Chief Engineer Cum Addl. Secretary
PWD, Rajasthan, Jaipur

28/2/2007

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Annexure A

Cheque List for Running/ Final Bills

S. No.	Particular	Encl./ Not Enclosed
1	Work Programme	
	(i) Initial	
	(ii) Revised (90 days)	
2	Approved Grade line duly signed by JEN/ AEN/ Contractor	
3	X-Section duly signed by JEN/ AEN/ Contractor	
4	Stagewise permission	
	EW	
	GR	
	WBM	
	BT	
5	Screening entry in MR duly verified by AEN/ XEN	
6	Anti Stripping Compound Test	
7	Hume Pipe ISI Certificate duly verified by AEN (length to be Checked)	
8	CRC Original Attested by AEN/ JEN	
9	Quality Control Register	
10	Quality Control Abstract	
11	Consumption Statement of BT as per Circular No. 7	
12	Photography/ Videography	
	(i) Before Start of Work	
	(ii) Midway in the execution of different stages of work	
	(iii) After Completion of the Work	
13	Mining Clearance Certificate of Mining Department	
14	Copy of Sales Tax Undertaking	
15	Roadwise completion Certificate	
16	Checkup weigh bridge Slip	
17	Insurance Policy (Original)	
18	RE Report Comments in AT&R Form	
19	Checkink of AEN/ XEN	
20	Supply of "Built Drawing" in 2 sets as per clause 28 (Contract Data)	
21	Certificate Regarding Thickness of GSB/ WBM	

Executive Engineer
PWD. Dn.....

**CHECK LIST FOR RUNNING BILL**

Package No. :

Name of Agency

S. No.	Particulars	Comments		SE
		Auditor	AAO	
1	Work Programme			
	(i) Initial			
	(ii) Revised (90 days)			
2	Approved Grade line duly signed by JEN/ AEN/ Contractor			
3	X-Section duly signed by JEN/ AEN/ Contractor			
4	Stagewise permission			
	EW			
	GR			
	WBM			
	BT			
5	Screening entry in MB duly verified by AEN/ XEN			
6	Anti Stripping Compound Test			
7	Hume Pipe ISI Certificate duly verified by AEN			
8	CRC Original Attested by AEN/ JEN			
9	Quality Control Register			
10	Quality Control Abstract			
11	Consumption Statement of BT as per Circular No. 7			
12	Photography/ Videography			
	(i) Before Start of Work			
	(ii) Midway in the execution of different stages of work			
	(iii) After Completion of the Work			
13	Mining Clearance Certificate of Mining Department			
14	Copy of Sales Tax Undertaking			
15	Roadwise completion Certificate			
16	Checked weigh bridge Slip			
17	Insurance Policy (Original)			
18	RE Report Comments in ATR Form			
19	Checkink of AEN/ XEN			
20	Supply of "Buill Drawing" in as per clause 28			
21	Certificate Regarding Thickness of GSB/ WBM			