

DELHI DEVELOPMENT AUTHORITY  
OFFICE OF THE CHIEF ENGINEER (QAC)  
VIKAS SADAN, INA, NEW DELHI: 110023

No. F-73(192)15/Circular/CE(QAC)DDA/2014

Date 01-06-2015

CIRCULAR NO. 217

All provisions exist in the agreement for submission of the 'Completion Plans' or 'As Built Drawings' by the contracting agencies. It is not out of place to mention that completion plans are of paramount importance and invariably to be submitted for E & M works (internal as well as external), civil components of water, sewerage and drainage line plans etc. These plans are required to facilitate ascertaining locations of defect, faults, future up gradation and post maintenance of the buildings besides various services provided. In the absence of such plans, locating any shortcomings/defect cropped up during the life span of the building would become difficult, expensive to attend and time consuming to address.

It has come to the notice while dealing with various QAC's inspections and files, the completions plans as required under the agreement provisions have not been submitted by the contractors and not insisted by the field units for the same. Instead, the provisions of recoveries in lieu of non-submission of Completion Plans have been made effective. The action on the part of field units thus defeats the very objective of such agreement provisions. Even the cases have been seen where the contractor did not submit the completion plan, recoveries have been affected by the field units, however, the completion plans are not got done through some other agency at the cost of the contractor and actual expenses incurred plus the rate of recovery as contemplated in the agreement.


There has been absolute violation of the agreement provisions in the past. Henceforth, it is enjoined upon all the field units to be very particular in this regard and ensure submission of 'Completion Plan' or 'As Built Drawings' by the contractor within the ambit of the agreement. In case, the contractor does not submit the completion plan, the action as per agreement provisions to be initiated and ensure the completion plans are made available for the building and for the services.

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(Dhiraj Kumar)  
Chief Engineer (QAC)  
DDA

Copy to:

1. OSD to V.C., DDA for information of Ld. VC/DDA.
2. E.M., DDA for information please.
3. All C.E.s, DDA with request to circulate copies among their SEs & EEs.
4. S.E.(QAC), DDA.
5. All E.E.s (QAC).

  
Chief Engineer (QAC)  
DDA