DEVELOPMENT AND PANCHAYATS DEPARTMENT,  
GOVERNMENT OF HARYANA

Request For Proposal for 3rd Party Quality Assurance/Audit

Development and Panchayats Department invites Request for Proposal (RFP) from Government organizations/ universities/ institutions of repute having capability and expertise for third party inspection of every work costing Rs. 20.00 lac or above being got executed by the department under various schemes in rural areas throughout the state. Other organizations / universities / institutions having requisite qualifying criteria are also invited. The total yearly budget of works under various schemes may be around Rs. 250.00 crore. Interested organizations/universities /institutions may submit their RFP in sealed covers with all details. The details, other terms and conditions of RFP can be downloaded from the website www.harpanchayats.gov.in or can be seen in the offices of all the Superintending Engineers, Panchayati Raj Public Works or Executive Engineers, Panchayati Raj Public Works in the state of Haryana. The sealed envelope should be superscribed as “RFP for 3rd Party quality assurance/audit”. The RFP must reach the office of the undersigned on or before 14.06.2018 at 01:00 PM and sealed RFPs will be opened on the same day at 3.00 PM in the presence of concerned organizations/universities/institutions or their authorized representatives. The Development and Panchayats Department reserves the right to accept/reject any or all the RFPs without assigning any reason thereof.

Executive Engineer,
Panchayati Raj Public Works, Haryana
Haryana Panchayat Bhawan, Plot No.3 Sector-28A, Madhya Marg, Chandigarh.
Tel. No. - 0172-2652080,2652081

Endst. No. PRC/18/ 3563 - 73
Dated: 10/5/18

A copy of the above along with details w.r.t. Scope of work, Nature of works, Terms and conditions etc. are forwarded to the following for information :-

1. Director/Head of Civil Engineering Department, PEC, University of Technology, Sector-12, Chandigarh
2. Director, National Institute of Technology, Kurukshetra - 136119, Haryana (India)
3. YMCA University of Science and Technology, 4, Y M C A Institute Of Engineering Campus (Haryana), Sector 6, Faridabad, Haryana 121006
4. Deenbandhu Chhotu Ram University of Science and Technology, 50th K.M. Stone, N.H. 1, Murthal (Sonepat), Haryana-31039
5. Ch. Devi Lal State Institute of Engineering & Technology, Village: Panniwala Mota, Distt: Sirsa -125055 Haryana, India
6. M/s RITES Limited, RITES Bhawan-1, Sector-29, Gurgaon, Haryana-122001
7. Shriram Institute of Industrial Reaserch, 19 University Road, Delhi-110007
8. CENTRAL ROAD RESEARCH INSTITUTE, Delhi - Mathura Road, PO CRRI, New Delhi 110025
9. The Director, Indian Institute of Technology, Roorkee, Uttarakhand.
10. The Director, Indian Institute of Technology, Hauz Khas, New Delhi, NCR-110025.
11. Engineering India Ltd, El Bhawan, 1, Bhikaiji Cama Place, New Delhi, 110066.

Executive Engineer,
Panchayati Raj Public Works, Haryana
Haryana Panchayat Bhawan, Plot No.3
Sector-28A, Madhya Marg, Chandigarh.

Endst. No. PRC/18/ 3574-3616  Dated: 10/5/18

A copy of the above is forwarded to all the Deputy Commissioners and Additional Deputy Commissioners in the state of Haryana for wide publicity.

Executive Engineer,
Panchayati Raj Public Works, Haryana
Haryana Panchayat Bhawan, Plot No.3
Sector-28A, Madhya Marg, Chandigarh.

Endst. No. PRC/18/ 3617-59  Dated: 10/5/18

A copy along with details w.r.t. Scope of work, Nature of works, Terms and conditions etc. are forwarded to all the Superintending Engineers, Panchayati Raj Public Works and Executive Engineers, Panchayati Raj in the state of Haryana for wide publicity and for providing these details to the interested institutes/organisations.

Executive Engineer,
Panchayati Raj Public Works, Haryana
Haryana Panchayat Bhawan, Plot No.3
Sector-28A, Madhya Marg, Chandigarh.
Development & Panchayats Department

Terms and conditions for 3rd party inspection of development works

Development and Panchayats Department invites Request for Proposal (RFP) from organizations/universities/institutions for 3rd party inspection of every work costing Rs. 20.00 lac or above being got executed by the department under various schemes in rural areas throughout the state RFP is also invited from other organizations/universities/institutions having following qualifying criteria :-

1. Should have worked with government or semi-government bodies/institutions for at least 2 years.
2. Should have executed 3rd party inspection of civil engineering works costing Rs. 50.00 crore or more during last 3 years.
3. Should be directly or solely in the business of quality monitoring of civil engineering works. Any type of subletting shall not be allowed.
4. Shall submit the list of technical persons proposed to be employed on the work specifying their qualification and experience.

The total budget of works under various schemes may be around 250 crore per annum. The details regarding nature of works, scope of work, terms and conditions etc. are as under :-

1. **Nature of works**
   a) Pavement of streets in rural areas with
      (i) 60mm/80mm thick Interlocking paver blocks (ISI Marked) of design mix M35
      (ii) Cement concrete / ready mix concrete (RMC).
      (iii) Brick-on-Edge.
   b) Construction of Retaining Walls/Boundary Walls/Drains/Nala/Cow Ghats etc.
   c) Construction of buildings (School Rooms, Gram Sachivalyas, Chaupals, Community Centres, Zila Parishad Buildings, Block Office Buildings, Panchayat Ghars, Mahila Chaupals etc.)

2. **Scope of Work :-**
   a) To undertake quality audit of works assigned including sampling/testing, wherever required.
   b) To check the quality of various construction materials used/being used in works including sampling/testing, wherever required.
c) The samples collected by 3rd party inspecting agency (TPI) agencies will be
got tested from list of laboratories approved by Development &
Panchayats Department from time to time. Testing charges will be
reimbursable as per actual expenses.

d) Frequent inspection of works at various stages. Minimum three visits will
be required for building works at the stages – (i) Plinth level (ii) Roof level
after laying of reinforcement (iii) Completion. Minimum two visits will be
required in the pavement of street works at the stages – (i) after
completion of base (ii) overall completion. Similarly, minimum two to
three visits will be required for other type of works also depending upon
nature of work, estimated cost etc.

e) Random checking of measurements and submission of reports in
prescribed formats.

f) To suggest the remedial measures and improvement in quality of
materials/construction methodology, wherever required.

g) In general, 3rd Party checking of works would be assigned right from
starting of works and in that case scope of work will be as mentioned at (a)
to (e) above. However, in some cases, Post Construction checking of works
will also be got done and in that case, number of visits involved will be
lesser and scope of work will be reduced accordingly.

3. Fee Structure :-

(a) Fee structure – to be offered by the institute/organization for Pre
Construction and Post Construction separately. The rates should only be
quoted in terms of percentage of estimated cost of work. Single rate be
quoted for the works falling in entire jurisdiction of each Panchayati Raj
Public Works circle separately, because separate agreement will be got
executed between successful Institute/Organization and Superintending
Engineer of the Panchayati Raj Public Works Circle concerned. There are
Six Panchayati Raj Public Works Circles in the State of Haryana, as detailed
in (c) below.

(b) Stay arrangements, meals and local conveyance required in inspection
would be arranged by the institute/organisation at its own level. However,
efforts would be made to provide the stay arrangements in Govt. Rest
Houses/Panchayat Bhawans, wherever possible.

(c) Accordingly, circlewise rates are to be offered in the following
manner/format :-
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Panchayati Raj Circle</th>
<th>Jurisdiction</th>
<th>Rates offered</th>
<th>Pre-construction (Work will be assigned from beginning of work)</th>
<th>Post-construction (Work will be assigned after completion of work)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panchayati Raj Circle, Ambala</td>
<td>All the villages of Districts Ambala, Kurukshetra, Panchkula and Yamuna Nagar</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Panchayati Raj Circle, Hisar</td>
<td>All the village of Districts Hisar, Jind, Fatehabad and Sirsa</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Panchayati Raj Circle, Rohtak</td>
<td>All the village of Districts Bhiwani, Charkhi Dadri, Rohtak, Jhajjar &amp; Sonipat</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Panchayati Raj Circle, Gurugram</td>
<td>All the village of Districts Gurugram, Narnaul, &amp; Rewari</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Panchayati Raj Circle, Karnal</td>
<td>All the village of Districts Kaithal, Karnal &amp; Panipat</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Panchayati Raj Circle, Faridabad</td>
<td>All the village of Districts Faridabad, Nuh, Palwal</td>
<td>..........% of estimated cost of works</td>
<td>..........% of estimated cost of works</td>
<td></td>
</tr>
</tbody>
</table>

Note:–

1. Rates quoted above are inclusive of all type of charges i.e. visiting/staying charges, transportation expenses etc.

2. The testing charges of samples of various construction material/mortar/concrete for quality control will be reimbursed to the third party agency as per actual on submission of vouchers. No transportation charges for depositing the samples for testing in the laboratory will be paid to the third party agency.

3. Applicable Govt. Taxes as per rules, if any, be quoted separately.

4. No other condition(s) should be quoted.

4. Terms and conditions

a) Superintending Engineers, Panchayati Raj in their respective jurisdiction will provide the list of works to the Third Party Inspecting (TPI) agency. Requisite fee would also be deposited by the Superintending Engineer, Panchayati Raj concerned. Expenditure so incurred will be met out of work contingencies. Accordingly, District Development and Panchayats Officer
concerned (in respect of works being executed by GPs or BDPOs) or Executive Engineer, Panchayati Raj concerned (in respect of works being executed by Executive Engineer, Panchayati Raj) will deposit the funds with Superintending Engineer, Panchayati Raj concerned alongwith list of works costing Rs. 20.00 lac or above being executed under various schemes of the department.

b) At the time of inspection by TPI Agency, the requisite record pertaining to identified works would be provided by the Executive Engineer, Panchayati Raj (in respect of works being executed by Executive Engineer, Panchayati Raj) and BDPO concerned (in respect of works being executed by GPs or BDPOs). Executive Engineer, Panchayati Raj or BDPO concerned would inform the stages of construction (i.e. Plinth level, Roof level after laying of reinforcement, Completion; in case of building works and completion of base, overall completion; in case of Pavement of Street works) to TPI Agency so that inspection of TPI Agency at these stages may be ensured. They will facilitate the TPI Agency in every manner in performing this job.

c) Formats have been devised by the department for checking (w.r.t. measurements as well as quality audit) and reporting. In future also, revised/new format of reporting may be provided by the Department to TPI Agency, wherever required as per nature/requirements of the works/scheme. The TPI Agency has to submit the report of each work in the prescribed format from time to time. TPI Agency would submit the report to the Superintending Engineer, Panchayati Raj concerned for further review and follow up action. The report should indicate the deviation beyond permissible limits as well as financial implication, if any.

d) TPI Agency will collect the samples, wherever required and will get these samples tested at its own level from the laboratories approved by the Development & Panchayats Department from time to time. The testing charges of samples of various construction material/mortar/concrete for quality control will be reimbursed to the third party agency as per actual on submission of vouchers. No transportation charges for depositing the samples for testing in the laboratory will be paid to the third party agency.

e) Frequent inspection of works at various stages. Minimum three visits will be required for building works at the stages – (i) Plinth level (ii) Roof level after laying of reinforcement (iii) Completion. Minimum two visits will be required in the pavement of street works at the stages – (i) after completion of base (ii) overall completion. Similarly, minimum two to three visits will be required for other type of works also depending upon nature of work, estimated cost etc.

f) Random checking of measurements and submission of reports in prescribed formats.
## Development & Panchayats Department
**Format for 3rd Party checking of works**

### PAVEMENT OF STREETS

<table>
<thead>
<tr>
<th>Name of work</th>
<th>Village</th>
<th>Block</th>
<th>Date of inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Name of Scheme</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Executing Agency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Admin. Approval No. &amp; date</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d) Estimated amount</td>
<td>Rs.______ lac</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e) Amount sanctioned</td>
<td>Rs.______ lac</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f) Amount released</td>
<td>Rs.______ lac</td>
<td></td>
<td></td>
</tr>
<tr>
<td>g) Amount spent</td>
<td>Rs.______ lac</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 1. Visual Examination Report

1. Physical Status
2. Whether Quality Control Registers maintained/ procedures adopted for control of consumption of Cement, Reinforcements (wherever applicable)
3. Quality of Work observed
4. Whether sampling done or not, if done details regarding items of works, location and name of test etc. are to be specified at Sr. No. 8 below

#### 5. (A) Thickness of Base Layers/Top Layers/Paver Blocks

<table>
<thead>
<tr>
<th>Item of work</th>
<th>No. of locations at which observations made alongwith R.D./name of street</th>
<th>Thickness observed</th>
<th>Average Thickness</th>
<th>Thickness entered in M.B.</th>
<th>Thickness provided in Agreement/ Estimate</th>
<th>Difference (if any) in measured thickness vis-a-vis thickness entered in M.B. in %age terms</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Thickness of base layers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Thickness of top layer of CC/ RMC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Thickness of Paver Blocks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 5. (B) Broad Measurements of work vis-a-vis entries made in MB (L/c length and breadth of street/pavement)

| Item of work | Name of street (L.e. H/o..... to H/o.....) | Details of measurements | | |
|--------------|------------------------------------------|------------------------|-----------------|-----------------|--------------------------|--------------------------------------------------|
| a) Base Layers | | Found at site | Entered in M.B. | Difference, if any (area in case of (a) & (b) and length in case of (c)) | As per estimate |
| b) Top layers of Paver Blocks/ RMC / CC | | | | | |
| c) Drains | | | | | |

<table>
<thead>
<tr>
<th></th>
<th>L</th>
<th>B</th>
<th>Area</th>
<th>L</th>
<th>B</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Base Layers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b) Top layers of Paver Blocks/ RMC / CC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c) Drains</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6) Financial implication, if any (on a/c of measurements)

<table>
<thead>
<tr>
<th>Name of street</th>
<th>Item of work</th>
<th>Payment made</th>
<th>Value of work found at site</th>
<th>Financial loss, if any</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(a) Base layers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>I</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>II</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>III</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(b) Top layers of Paver Block/ RMC/CC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(c) Drains</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7) Provisions made in the estimate vis-a-vis work done at site

(i) Pavement

<table>
<thead>
<tr>
<th>Name of street</th>
<th>Area</th>
<th>Quantity</th>
<th>Cost.</th>
<th>Name of street</th>
<th>Area</th>
<th>Quantity</th>
<th>Cost.</th>
<th>Name of street</th>
<th>Area</th>
<th>Quantity</th>
<th>Cost.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(ii) Drains

<table>
<thead>
<tr>
<th>Name of street</th>
<th>Length</th>
<th>Cost.</th>
<th>Name of street</th>
<th>Length</th>
<th>Cost.</th>
<th>Name of street</th>
<th>Length</th>
<th>Cost.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(b) Reasons of difference along with recommendations

(a brief note be given specifying reasons and justifications, if any)

II. Laboratory Examination

(wherever applicable)

8) Detail of samples collected

<table>
<thead>
<tr>
<th>Name of street</th>
<th>Item of work</th>
<th>No. of samples collected</th>
<th>Result as per laboratory test</th>
<th>Deviation if any beyond permissible limits</th>
<th>Financial loss, if any on a/c of lab. test</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

9) Total financial loss (sum of 6&8) : 

10) Conclusion:

(Follow up action / remedial measures required, if any)
Name of work .................................. Village .................................. Block .................................. Dist ..................................

a) Name of Scheme : 
b) Executing Agency : 
c) Admn. Approval :
No. & date

d) Estimated amount : Rs.............. lac
e) Amount sanctioned : Rs.............. lac
f) Amount released : Rs.............. lac
g) Amount spent : Rs.............. lac

I. Visual Examination Report

1. Physical Status :
2. Whether Quality Control Registers maintained/
   procedures adopted for control of consumption
   of Cement, Reinforcements (wherever applicable)
3. Quality of Work observed :
4. Whether sampling done or not, if done details :
   regarding items of works, location and name of test etc.
   are to be specified at Sr. No. 8 below.
5. Broad measurements of work vis-a-vis entries made in
   M.B. (details may be enclosed as annexure)

6. Financial implication, if any (on a/c of measurements)

<table>
<thead>
<tr>
<th>Item of work</th>
<th>Payment made</th>
<th>Value of work found at site</th>
<th>Financial loss, if any</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. (a) Provisions made in the estimate vis-a-vis work done at site

<table>
<thead>
<tr>
<th>Item of work</th>
<th>Quantity</th>
<th>Cost</th>
<th>Items of work</th>
<th>Quantity</th>
<th>Cost</th>
<th>Items of work</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
</table>

(b) Reasons of difference alongwith recommendations :

(a brief note be given specifying reasons and justifications, if any)

II. Laboratory Examination
(whatever applicable)

<table>
<thead>
<tr>
<th>Item of work</th>
<th>No. of samples collected</th>
<th>Result as per laboratory test</th>
<th>Deviation if any beyond permissible limits</th>
<th>Financial loss, if any on account of lab. test</th>
</tr>
</thead>
</table>

9. Total financial loss (sum of 5&8) :

10. Conclusion :

   (Follow up action / remedial measures
   required, if any)