

No. RW/NH-31019/4/94 (D.O.II)

Dated, the 7th September, 1999

OFFICE MEMORANDUM

Subject : Revised Estimates

It has been observed that several revised estimates, received from the State PWDs, etc. are not being dealt with promptly and with due care in project zones resulting in delay, in sanction and consequent time and cost overrun in projects. In several cases Finance Wing refer back the RCEs with detailed observations which are to be attended to by the Project Chief Engineers. This invariably leads to delay in sanction and reimbursement of expenditure affecting the progress of work and consequent cost overrun.

2. In order to speed up the process of sanction/disposal of revised estimates, the following time frame has now been fixed, which may be strictly adhered to :-

- (i) Regional Officers shall send their comments on the RCE within one month from the date of its receipt from the State PWD.
- (ii) Project Chief Engineers shall get the RCEs scrutinized and seek clarification/return the RCEs with comprehensive observations if found deficient, within two months from the date of receipt. In case RO's comments are not received within the stipulated period of one month, as mentioned in (i) above, the Project CEs will take action on the RCEs without waiting for R.O's comments.
- (iii) The revised estimates, if found to be generally in proper shape, shall be processed by the Project CEs and referred to Finance Wing with draft EFC memos if required for their concurrence within 3 months from the date of receipt of RCE in the Ministry (including the period of one month for R.O.'s comments). Where clarification/resubmission of RCEs are involved, this period of 3 months shall be reckoned from the date of receipt of clarifications/resubmission of modified RCEs from the State PWD. However, the project Chief Engineer shall maintain in their computers a list of RCEs/modified RCEs awaited from the State PWD and regularly pursue such cases in meetings/on telephone with the PWD officers to ensure their receipt within a period of one month.
- (iv) Finance Wing will clear the RCE and draft EFC memo or intimate their observations in one go preferably within one month from the date of receipt from the Roads Wing.
- (v) Replies to the observations of the Finance Wing shall be sent by the Project CEs within two months (including the time required for obtaining the information from State PWDs) from the date of receipt of the observations.
- (vi) Sanction letters in respect of projects cleared by Finance Wing/EFC shall be issued within 15 days after receipt of approval by the competent authority.

This is being issued with the concurrence of AS&FA and approval of Secretary (SFT).