

RW/NH-34066/25/2018-S&R(P&B)

Government of India
Ministry of Road Transport & Highways
Zone-S&R (P&B)
Transport Bhawan, 1, Parliament Street, New Delhi -110001.

Dated: 31st July, 2021

To,

1. The Chief Secretaries of all the State Governments/ UTs.
2. The Chairman, National Highways Authority of India, G-5 & 6, Sector-10, Dwarka, New Delhi-110 075.
3. The Managing Director, NHIDCL, PTI Building, New Delhi-110001.
4. The Principal Secretaries/ Secretaries of all States/ UTs Public Works Department/ Road Construction Department/ Highways Department (dealing with National Highways and other centrally sponsored schemes).
5. All Engineers-in-Chief and Chief Engineers of Public Works Department of States/ UTs/ Road Construction Department/ Highways Departments (dealing with National Highways and other centrally sponsored schemes).
6. The Director General (Border Roads), Seema Sadak Bhawan, Ring Road, New Delhi-110 010.
7. All CE-ROs, ROs and ELOs of the Ministry.

Subject: Request for Proposal (RFP) for appointment of Consultancy Services for DPR/ AE/IE/PMC in respect of National Highways and centrally sponsored road works - Modification in model RFP document

Ref:

- i. Ministry's circular No- H-39011/30/2015-P&P(Pt-I) dated 15.02.2019: RFP Document for DPR and AE/IE
- ii. Ministry's circular No RW/NH-24024/02/2019-S&R(P&B) dated 06.01.2021: RFP Document for PMC
- iii. Ministry's OM No. RW/NH-34066/25/2018-S&R(P&B) dated 05.07.2021

Madam/ Sir,

This is in continuation to Ministry's circulars referred above.

1.1 CVC in agreement with the recommendations of CVO, MoRTH, had advised the MoRTH/NHAI/NHIDCL for implementation of Systematic Improvements and accordingly Ministry had advised all implementing agencies for the same vide Ministry' letter under Reference (iii).

1.2 For strict compliance to the above-said recommendations of CVC and CVO, MoRTH; it has been decided to enforce these recommendations through Contractual provisions of Model Contract Agreement of RFP Document for DPR/AE/IE/PMC.

2. In light of the above, following provisions of the Model Contract Agreement of RFP Document for DPR/AE/IE/PMC have been modified for ensuring implementation of Systematic Improvements as recommended by CVC:



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| Sn o | Existing provision of Model Contract Agreement of DPR/AE/IE/PMC | Modification in Model Contract Agreement of DPR/AE/IE/PMC |
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| 1. | <p><u>DPR:</u></p> <p>Clause 4.4 Working Hours, Overtime, Leave etc.</p> | <p><u>DPR:</u></p> <p>Clause 4.4 Working Hours, Overtime, Leave etc.</p> <p>[NEW CLAUSE]</p> <p>4.4 (c) All key personnel and sub professional staff of the DPR Consultants shall use the Aadhaar based biometric attendance/ Geo-tagged selfie-based attendance system for marking their daily attendance. Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance shall be marked at least once a day and anytime during the day. Aadhaar based biometric attendance/ Geo-tagged selfie-based attendance system shall be installed by the DPR Consultants at its own cost at the site office and design office in order to facilitate the attendance marking. A copy of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance records shall be attached at the time of submission of their bills to the <Agency>. Proper justification shall be provided for cases of absence of key personnel/ sub-professional staff which do not have prior approval from Project Director of Concerned stretch. If <Agency> so desires, it shall facilitate electronic linking of the Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system with the Central Monitoring System of <Agency>.</p> <p>[NEW CLAUSE]</p> <p>4.4(d) Consultant will intimate concerned Project Director/Project Incharge immediately after establishing its site office regarding installation of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system and complete address of its site office.</p> |
| | <p><u>DPR:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>(b) Payment Schedule</p> <p>Note: Consultants have to from time to time.</p> | <p><u>DPR:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>(b) Payment Schedule</p> <p>Note: Consultants have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project. They have to submit the proof of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance at the time of submission of bills to the <Agency>.</p> |
| | <p><u>AE:</u></p> <p>Clause 4.4 Working Hours, Overtime,</p> | <p><u>AE:</u></p> <p>Clause 4.4 Working Hours, Overtime, Leave, etc.</p> <p>[NEW CLAUSE]</p> |

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| Leave, etc. | <p>4.4 (c) All key personnel and sub professional staff of the Authority Engineer shall use the Aadhaar based biometric attendance/ Geo-tagged selfie-based attendance system for marking their daily attendance. Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance shall be marked at least once a day and anytime during the day. 1 Aadhaar based biometric attendance/ Geo-tagged selfie-based attendance system shall be installed by the Authority Engineer at its own cost at the site office in order to facilitate the attendance marking. More systems can be installed near the project highway upto a maximum of 1 system per 50 km in order to encourage frequent visits of project highway by key personnel and sub professional staff. A copy of monthly Aadhaar based biometric attendance/ Geo-tagged selfie-based attendance shall be attached with Monthly Status Report. Proper justification shall be provided for cases of absence of key personnel/ sub professional staff which do not have prior approval from Project Director of concerned stretch. Authority Engineer have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project.</p> <p>[NEW CLAUSE]</p> <p>4.4 (d) Authority Engineer will intimate concerned Project Director/Project Incharge immediately after establishing its site office regarding installation of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system and complete address of its site office.</p> |
| <p>AE:</p> <p>Clause 6.2(d)</p> | <p>[NEW NOTE BELOW EXISTING CLAUSE]</p> <p>Note: Consultants have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project. They have to submit the proof of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance at the time of submission of bills to the <Agency>.</p> |
| <p>IE:</p> <p>Clause 4.4 Working Hours, Overtime, Leave, etc.</p> | <p>IE:</p> <p>Clause 4.4 Working Hours, Overtime, Leave, etc.</p> <p>[NEW CLAUSE]</p> <p>4.4 (d) All key personnel and sub professional staff of the independent Engineer shall use the Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system for marking their daily attendance. Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance shall be marked at least once a day and anytime during the day. 1 Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system shall be installed by the Independent Engineer at its own cost at the site office in order to facilitate the attendance marking. More systems can be installed near the project highway upto a maximum of 1 system per 50 km in order to encourage frequent visits of project highway by key personnel and sub professional staff. A copy of monthly Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance records shall be attached with Monthly Status Report. Proper justification shall be provided for cases of absence of key personnel/ sub professional staff which do not have prior approval from Project Director</p> |

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| | <p>of concerned stretch. Independent Engineer have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project.</p> <p>[NEW CLAUSE]</p> <p>4.4 (e) Independent Engineer will intimate concerned Project Director/ Project Incharge immediately after establishing its site office regarding installation of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system and complete address of its site office.</p> |
| <p>IE:</p> <p>Clause 6.2(c)</p> | <p>[NEW NOTE BELOW EXISTING CLAUSE]</p> <p>Note: Consultants have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project. They have to submit the proof of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance at the time of submission of bills to the <Agency>.</p> |
| <p>PMC:</p> <p>Clause 4.4 Working Hours, Overtime, Leave, etc.</p> | <p>PMC:</p> <p>Clause 4.4 Working Hours, Overtime, Leave, etc.</p> <p>[NEW CLAUSE]</p> <p>4.4 (c) All key personnel and sub professional staff of the Consultants shall use the Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system for marking their daily attendance. Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance shall be marked at least once a day and anytime during the day. Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system shall be installed by the Consultants at its own cost at the site office and design office in order to facilitate the attendance marking. A copy of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance records shall be attached at the time of submission of their bills to the <Agency>. Proper justification shall be provided for cases of absence of key personnel/ sub-professional staff which do not have prior approval from Project Director of Concerned stretch. If <Agency>so desires, it shall facilitate electronic linking of the Aadhaar based Biometric attendance/ Gep-tagged selfie-based attendance system with the Central Monitoring System of <Agency>.</p> <p>[NEW CLAUSE]</p> <p>4.4 (d) Consultants will intimate concerned Project Director/Project Incharge immediately after establishing its site office regarding installation of Aadhaar based Biometric attendance/ Geo-tagged selfie-based attendance system and complete address of its site office.</p> |
| <p>PMC:</p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>(b) Payment Schedule</p> | <p>PMC:</p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>(b) Payment Schedule</p> <p>Note: Consultants have to provide a certificate that all key personnel as envisaged in the Contract Agreement has been actually deployed in the project. They have to submit the proof of Aadhaar based Biometric</p> |

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| | <p>Note: Consultants have to from time to time.</p> | <p>attendance/ Geo-tagged selfie-based attendance at the time of submission of bills to the concerned Authority.</p> |
| 2. | <p><u>DPR:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> | <p><u>DPR:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>[NEW CLAUSE]</p> <p>6.3 (h) Consultants will make payment of salary to all key personnel in their respective bank accounts through electronic mode only. No cash transaction wrt salary will be made. Proof of salary transfer through electronic mode shall be submitted by the consultants with each Bill.</p> |
| | <p><u>AE:</u></p> <p>Clause 6.4 Mode of Billing and Payment</p> | <p><u>AE:</u></p> <p>Clause 6.4 Mode of Billing and Payment</p> <p>[NEW CLAUSE]</p> <p>6.4 (f) Authority Engineer will make payment of salary to all key personnel in their respective bank accounts through electronic mode only. No cash transaction wrt salary will be made. Proof of salary transfer through electronic mode shall be submitted by the Authority Engineer with each Bill.</p> |
| | <p><u>IE:</u></p> <p>Clause 6.4 Mode of Billing and Payment</p> | <p><u>IE:</u></p> <p>Clause 6.4 Mode of Billing and Payment</p> <p>[NEW CLAUSE]</p> <p>6.4 (g) Independent Engineer will make payment of salary to all key personnel in their respective bank accounts through electronic mode only. No cash transaction wrt salary will be made. Proof of salary transfer through electronic mode shall be submitted by the Independent Engineer with each Bill.</p> |
| | <p><u>PMC:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> | <p><u>PMC:</u></p> <p>Clause 6.3 Mode of Billing and Payment</p> <p>[NEW CLAUSE]</p> <p>6.3 (j) Consultants will make payment of salary to all key personnel in their respective bank accounts through electronic mode only. No cash transaction wrt salary will be made. Proof of salary transfer through electronic mode shall be submitted by the consultants with each Bill.</p> |

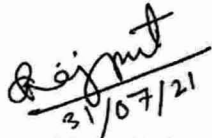
3. The contents of this circular may be brought to the notice of all the concerned for immediate compliance.



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4. This issues with approval of Competent Authority.

Yours sincerely,


31/07/21

(Chhaya Rajput)

Assistant Executive Engineer (S&R)
For Director General (Road Development)&SS

Copy to:

1. All CEs in the Ministry of Road Transport & Highways
2. The Secretary General, Indian Roads Congress
3. The Director, IAHE, Noida
4. Technical circular file of S&R (P&B) Section
5. NIC-for uploading on Ministry's website under "What's new"

Copy for kind information to:

1. Sr. PPS to Secretary (RT&H)
2. PPS to DG (RD) & SS
3. PPS to AS&FA
4. PS to all ADGs
5. PS to all JSs

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