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**No. 13/1/Misc./2011-VSI
GOVERNMENT OF INDIA
DIRECTORATE GENERAL
CENTRAL PUBLIC WORKS DEPARTMENT
VIGILANCE UNIT, NIRMAN BHAWAN, NEW DELHI**

Dated, the 29 December, 2014

To

The Deputy Director General (Hort)
CPWD, Nirman Bhawan
New Delhi

Subject: Inspection report of the Horticulture Division Mumbai from 18.12.2013 to 21.12.2013. **Regarding systemic improvement in horticulture works in CPWD.**

Inspection report for the inspection of Horticulture Division, Mumbai from 18.12.2013 to 21.12.2013 by Vigilance Unit, CPWD was forwarded to you vide Vigilance Unit letter even number dated 15.07.2014 for ensuring uniformities in Horticulture works in CPWD as per laid down procedures.

Reply to the observations has been submitted by the Dy. Director Horticulture, Mumbai Horticulture Division vide his letter No. 61(6)/HDM 14-15/386 dated 20.10.2014 wherein he has written "noted for future compliance" for most of the observations.

In para 25 & 26 of the inspection report, summary of the observations along with recommendations were forwarded for information and necessary action. The contents on the para 25 & 26 of the report are reproduced below:

25. General Observations:

1. The officials at Horticulture wing of CPWD are not very much acquainted with the departmental procedures and rules i.e. estimating, tendering, award of work, management of contract, and maintaining various related records/registers in a systematic way as is being followed in civil and electrical wings of CPWD. They need to be trained regularly right from SO to DDH level. New incumbents who are transferred in or posted on promotion also keep on continuing the earlier going practices and are reluctant to go through the Works Manual and other related rules, circulars etc.
2. The AAO, who is of great importance in matters of accounts and finance are also not carrying out their duties diligently and tend

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to avoid signing documents, records, registers being maintained by themselves. Therefore the records/registers are prone to tempering by unauthorized persons.

3. The registers, records when opened new are required to be authenticated and owned by the respective designated officials by recording required certificate.
4. Complete details required as per prescribed proformas are to be filled up in the maintained registers/records.
5. While making entries in the MBs, Manual provisions should be followed depicting all necessary information.
6. There should be cross references with the old bills and the new bills.
7. At the time of payment SO, ADH, AAO, ADH (P) & DDH to ensure that the recoveries are affected. Proper work registers are maintained and all the needed statements such as recovery, test check, mandatory tests, part-rate statement, secured advance proformas (where applicable) etc. are attached with the bills.
8. The recoveries are affected on upto date gross amount in each bill less already recovered instead of effecting on since previous amounts.
9. All the recoveries whether appearing in previous or current bills are enumerated.
10. Mentioning two date of completions for development and maintenance components should be avoided. Instead mile stones should be fixed as per Manual Provisions with corresponding mention of amount to be withheld in case of failure to achieving a mile stone.
11. Where response of the tenderers is poor, matter may be taken up with the next higher authorities to relax the parameters as per para-17.7 of CPWD Manual 2012 so as to induce more competition from the eligible tenderers.
12. Efforts should be made to finalize and close the agreement as per stipulation in the agreement after completion of work.
13. Technical sanctions should be with properly envisaged quantities and rates. Lump sum provisions cannot be taken in Tech. Sanctioned estimates.
14. There should be no difference in the schedule of quantities in TS estimate and NIT.
15. Where tenders are rejected, postponed etc. proper reasons should be recorded to avoid legal complications at a later stage.
16. The financial powers are to be used by the respective officers as per manual provisions.

26. Recommendations:

1. The main work load of Horticulture Division is maintenance of lawns. The items used for the same are non-schedule items, During the inspection it was informed that maintenance works in Horticulture were being carried out as non-schedule items only as there are no such schedule items available in the schedule of

horticulture works in DSR. It is therefore, pertinent that DDG (Hort) may take appropriate action to frame the schedule items for maintenance works in the Horticulture to ensure uniformity in the horticulture maintenance items across the country.

2. It was observed that budgeting of Nagpur and Gandhi Nagar sub-division is being clubbed up with the CPWD Divisions at those stations and the respective ADH's are projecting and maintaining their work load directly with those sub-divisions even for the works beyond their jurisdiction. This does not appears in order and the concerned Chief Engineers should take action to transfer budget to the Horticulture Divisions for these sub-divisions for proper accountability of the concerned officers who are managing the concerned Horticulture works.
3. In para 16.3, it has been observed that instead of approving the quotation, by the DDH himself, he directed the ADH to approve and award and therefore such re-delegation of financial power by DDH is against the CPWD Manual provisions and does not appear to be in order. Concerned DDH may be asked to explain the reasons of such action.

It is, requested, to intimate the steps already taken for systemic improvement for horticulture works in CPWD based on above observations.


(Anil Kumar Gupta)
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EE (HQ), Vigilance unit, CPWD for information and record.


