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GOVERNMENT OF INDIA
MINISTRY OF ROAD TRANSPORT & HIGHWAYS

Parivahan Bhavan,
1, Parliament Street,
New Delhi-110001

FW/NH-35071/2/2013-S&R(B)

All Members
cum (CML)
25/13
Dated: 26TH February 2014

To

1. The Chief Secretaries of all State Governments/Union Territories.
2. The Principal Secretaries /Secretaries of all States/U.Ts. Public Works Department dealing with National Highways, other Centrally Sponsored Schemes and State Schemes.
3. The Engineers-in-Chief and Chief Engineers of Public Works Departments of States/U.Ts dealing with National Highways, other Centrally Sponsored Schemes and State Schemes.
4. The Chairman, National Highways Authority of India (NHAI), G-5&6, Sector-10, Dwarka, New Delhi-110 075.
5. Director General (Border Roads), Seema Sadak Bhawan, Ring Road, New Delhi-110 010.

Sub: Guidelines for executing/implementing Consultancy Assignment on National Highways & related Centrally Sponsored Works.

Ministry had detailed deliberation on the role of Technical Consultants with all the stake holders including the Consultants working on National Highways and on Centrally sponsored road projects being executed on BOT, Annuity & EPC modes, wherein the responsibility of preparation of design and drawing for the Project is of the Concessionaire / Contractor. It has been decided that following guidelines shall be adhered while implementing the contracts relating to consultancy assignments:

- i) In the matter of Extension of Time in consultancy contract, suitable provisions be incorporated in the RFP document for extension of the consultancy contracts of IC/AE/IE and DPR/FS/PR from time to time. The extension of time shall be done by Chief Engineer level in the Ministry / BRO / State PWD. In case of NHAI, the Chairman, NHAI shall decide a suitable level so as to dispose of cases of extension expeditiously. The extension shall be made before expiring of the original / extended time. The requirement of man power shall be accessed at the

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level as decided above on monthly basis and any change considered necessary in the deployment level in the Consultants Team shall be intimated to them 30 days prior to the expiry of the original time.

ii) The inputs for Senior Bridge Engineer, Highway Design Engineer, Road Safety Expert, Traffic & Transport Engineer, may be allowed upto 40% in the field and the balance from the Headquarters, since for their services, substantial support is needed from the Headquarters. Besides, for the positioning of legal, Financial and Contract specialist the input may be minimum 20% period in the field and balance 80% at Headquarters.


iii) At present, the Consultancy Contracts provide for escalation on yearly basis on remuneration component only. It has now been decided that escalation @ 5% per year will henceforth be provided to cover all items of the Contract, inter alia including vehicle hire, office rent, consumables, furniture etc.

iv) It has come to the notice of the Ministry that, a number of DPR/Feasibility consultancy assignment related to National Highways/Centrally Sponsored Works have not been concluded even after lapse of several years for which retention money is held back by the department. In all such cases the executing agencies are advised to conclude the impending issues and release the retention money in next three months.

v) The Single Performance Guarantee as stated in circular of even number dated 25.02.2014 shall be applicable to all ongoing/new projects.

vi) The Executing Agencies are suggested to take single Performance Bank Guarantee to cover all projects, as stated in circular of even number dated 25.02.2014. This provision shall also be applicable on ongoing consultancy assignment.

These may be implemented with immediate effect under intimation to the Ministry.


(A.K. PANDEY)
SE (S&R) (Bridge)

Copy for information and necessary action to:

1. All Technical officers in the Ministry of Road Transport & Highways
2. All ROs and ELOs
3. The Secretary General, Indian Roads Congress
4. The Director, IAHE

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5. Technical Circular File of S&R Section
Copy for kind information to:

1. PS to Hon'ble Minister (RT&H)/PS to MOS (T)/PS to MOS(S).
2. Sr. PPS to Secretary (RT&H)
3. PS to DG (RD) & SS
4. PPS to AS&FA
5. PS to ADG-I
6. PS to ADG-II
7. PS to ADG-III

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