File No.InspTech-2/180/2020-FIN

GOVERNMENT OF KERALA

Abstract

Finance (Inspection Wing - Technical) Department - Submission of reports to the Chief Technical Examiner - Revised Orders Issued

Finance (Inspection Wing - Technical) Department

G.O.(P)No.167/2020/FIN Dated,Thiruvananthapuram, 31/12/2020

Read 1 G.O.(P) No.590/2015/Fin dated 28/12/2015

2 Circular No. Insp. Tech.16/2016/Fin dated 24/02/2016

3 Circular No.Insp. Tech. 36/2018/Fin dated 26/04/2018

ORDER

As per Government Order and Circulars read above, the pre measurements in respect of earthwork, road pavement components, anti-sea erosion works and other items are to be reported to the Chief Technical Examiner.

Subsequent to the issue of above G.O. and Circulars, certain field units have sought for clarifications. Few irregularities were also noticed during site inspection by the officers of this Wing.

Government after examining the entire gamut of the case is pleased to issue the following orders in super session of the order and circulars cited above. This order is applicable to all Government Departments/Public Sector Undertakings/Statutory bodies/Autonomous Institutions under Government of Kerala and also Accredited agencies taking up public works in the State.

The following paras (1) to (9) may be read in conjunction with the explanatory notes in paras (10) and (11).

1. Report of materials for road work:-

Material Collection Reports in respect of road work viz. broken stone having a total agreement quantity $100m^3$ and above based on stack measurement should be reported to Chief Technical Examiner in FIW(T) Form No.7 by Registered post/ Speed post of India Post with acknowledgment due.

The work shall commence only after 5 working days from the date of dispatch of report (excluding the date of dispatch).

2.1 Report of Initial level:-

The initial level of each item of work should be reported before commencement of the item of work in FIW(T) Form No.1 by Registered post / Speed post of India Post with acknowledgment due as noted below:-

i. Earth work cutting / filling, Dredging and reclamation, etc. having agreement quantity $500m^3$ and above.

ii. Rock cutting having agreement quantity $300m^3$ and above.

iii. All road work items viz. Quarry muck, GSB, WMM, BM & BC (Except WBM) having agreement quantity $100m^3$ and above.

The work may commence after 5 working days from the date of dispatch of report (excluding the date of dispatch).

2.2 Report of Intermediate level:-

The intermediate level of each item of work in the case of multi layer pavements for road work and wherever changes in the strata of soil for earth work are encountered, shall be reported before commencement of the subsequent layer in FIW(T) Form No.2 or FIW(T) Form No.3, as the case may be, by E-mail for the items and quantities specified in Para 2.1 above.

The work of subsequent layer can be started only after one working day excluding the date of reporting to Chief Technical Examiner.

3. Report of Final level:-

The final levels shall be reported on completion of the work, in all cases where initial levels are reported to the Chief Technical Examiner in

FIW(T) Form No.2 or FIW(T) Form No.3, as the case may be. This report shall be submitted within 30 days from the completion of the item of work.

4. Agreement of road works in connection with cement concrete works:-

In the case of road works combining culvert / drain / retaining wall / concrete works, where there is consumption of broken stone, all broken stones for road work and concrete works in the agreement shall be stacked and reported as per Para – 1.

5. Report of blasted rubble stones for ASE works / Harbour Structures / River training works and other related works:-

i. Broken stones of various items, each having agreement quantity of $100m^3$ and above shall be stacked before dumping for Construction of Retaining Structures / Breakwaters / Anti-Sea Erosion works / Groynes, etc. and shall be reported to this Wing in FIW(T) - Form No.4.

ii. Number stones of various sizes used in all Anti Sea Erosion works, where number of stones specified in various items having agreement quantity 300 Nos. and above, shall be reported in FIW(T) - Form No.4.

iii. Number of Tetra pods/any other artificial armour blocks used in all Anti Sea Erosion works, where agreement quantity is 20 Nos. or above, shall be reported in FIW(T) - Form No.4.

iv. In the case of stone dumping for River protection works / Anti Sea-Erosion works, separate stacks of different size of stones shall be insisted to ensure proper gradation as per contract specifications.

v. Supply and dumping of stones of same size shall not be taken up simultaneously in adjacent reaches in any Anti Sea Erosion / River protection works. In cases, where work is split up in to reaches, simultaneous supply and dumping should be taken up only after leaving a gap of one reach between two reaches.

vi. The work may commence only after 5 working days from the date of dispatch of report (excluding the date of dispatch).

vii. In the case of weighment & dumping of stones adopted for ASE works like Break waters/Sea walls/Groynes etc., the Executive Engineer concerned

shall furnish a report in FIW(T) Form No. 6 (Part A and Part B) to this Wing on every last working day of the week by Email.

viii. For all ASE works profile of the existing structure shall be recorded for reformation works. Further initial and final levels of each layer shall be reported to the Chief Technical Examiner along with stack/weighment report of the stones supplied.

6. Material Clearance Report (Full supply & Part supply):-

i. Part supply of materials for road work may be resorted only in cases where it is unavoidable due to specific site condition and where the quantity under that item in the agreement exceeds $100m^3$.

ii. The reason for reporting part supply of materials has to be clearly indicated in the material collection report. The location / chainage / identification mark where the materials are stacked is to be clearly indicated in the report.

iii. Material clearance report as per FIW(T) - Form No. 9 has to be submitted by Registered Post / Speed Post of India Post with A/D to the Chief Technical Examiner, soon after consuming the materials reported and acknowledgment obtained. Any further supply in the same location indicated in the material collection report may be made only after 5 working days from the date of dispatch of material clearance report excluding the day of sending the report.

iv. In case of road works where two layers of WBM (i.e. base and sub base) is involved, material clearance report of the 1st layer shall be sent to the Chief Technical Examiner before commencement of collection of materials for the 2nd layer as stipulated (iii) above.

v. The Material Clearance Report in FIW(T) - Form No. 5 has to be submitted immediately upon dumping the materials for ASE works/ Harbour Structures/River training works and other related works.

7.Report of Civil/Electrical and Mechanical Works in connection with VVIP visit:-

i. The details of Civil, Electrical and Mechanical works proposed in connection with VVIP visits shall be sent to the Chief Technical Examiner, 3 working days before the scheduled date of VVIP visit and also after completion of the work in FIW(T)-Form No.10 through E-mail.

ii. All barricades / temporary structures put up in connection with VVIP visit shall be reported to the Chief Technical Examiner on completion of work in FIW(T)-Form No.8 and Clearance in FIW(T)- Form No.9 through E-mail.

iii. The barricades / temporary structures erected shall be dismantled only after 3 working days after the date of VVIP visit.

iv. The reports in connection with the VVIP visits are to be submitted by the concerned Executive Engineer or equivalent cadre only.

8.Report of other items of works:-

Following items of works for which the Technical Sanction amount of such works exceeds Rs. 15 lakhs, shall be reported in FIW(T) - Form No.7 before commencement, in FIW(T) - Form No. 8 after completion and in FIW(T) - Form No.9 after clearance / dismantling of items:-

i. Items of temporary structures such as Ring bunds, Temporary Islands formed in water bodies for Bridge work, Barricades, etc.

ii. Items of soil stabilization works such as Coconut poles including split up coconut poles, Geo-textiles / Geo-filterers, PVDs, Sand piles, Stone columns, etc.

iii. Site clearance works, clearing water hayacinth, etc.

iv. Progress of Pile driving works immediately upon completion of every 1/4th of scheduled quantity in the Contract with total number and length of pile.

v. Details of major machinery / equipment deployed at the site shall be reported in the remarks column of respective FIW(T) Form No.1 to 10.

vi. The temporary structures listed under item (i) above shall be dismantled only after 5 working days from the date of reporting completion (excluding the date of dispatch).

vii. The materials listed under items (ii) to (v) above shall be put to use only after 5 working days from the date of reporting (excluding the date of dispatch).

9. Mode of Reporting of work:-

i) The reports as per pre-paras 1, 2.1, 3, 4, 5, 6 & 8 shall be sent through registered post/ speed post of India Post with acknowledgment due.

10. Explanatory Notes for submission of reports:-

a. *Para 1:-*

Since the estimate rate for stone aggregates includes cost of stacking charges, stacks shall be insisted for measurement of supplied items for all works tendered with effect from the date of this Order, even if there are no separate item for stacking in the contract schedule to ensure adequate usage of materials for the work as per data. Also, it is advisable to incorporate provisions for stacking the materials in the concerned item specifications in future contracts.

b. *Para 2:-*

i. *In the case of WBM, the materials required shall be stacked and reported as stipulated in Para - 1 above.*

ii. *For GSB & WMM, if mix in place is stipulated, it shall be stacked and reported as stipulated in Para - 1 above.*

iii. *If there are more than one item of similar specification, the combined quantity will be the reference for reporting.*

iv. *Earth work of various types i.e. silt, soil, rock, etc. shall be reported separately.*

v. *For road works, quantities of earth work, GSB, WMM, BM, BC, etc. as per contract schedule shall be specified in the reporting form. The item and type of level (initial / final) for which the reporting is done shall be clearly specified in the remark column.*

vi. *Reporting of the intermediate levels of each layer (initial/final) is mandatory before commencement of subsequent layer through E-mail.*

c. *Para 3:-*

i. *The final level of each layer shall be reported in FIW(T) - Form No. 2/ FIW(T) - Form No. 3, wherever applicable. The item and type of level (initial / final) for which the reporting is done shall be clearly specified in the remark column.*

ii. *If excavated earth received from the work is proposed to be used for filling / leveling the land owned by Government, the initial and final levels of such land shall be reported for verification.*

iii. *Joint level measurement taken by AE&AEE is not admissible. Separate check levels shall be taken and recorded in LF books by AEE/higher officials*

11. General :-

i. *Reporting officer shall be the check measuring officer for the work and not below the rank of Assistant Executive Engineer.*

ii. *The mailing address should be written on the back of the report, folded properly (instead of sending in an envelope) and dispatched. If more than one report is to be sent at a time, a covering letter indicating the total number of reports and its details are to be attached along with the reports sent.*

iii. *Separate register may be kept in the office of dispatch as a record of sending the above reports by Registered post / Speed post / Email to the Chief Technical Examiner and the acknowledgment received by post / Email pasted to the same record, which may be produced for verification by the officials of Finance (Inspection Wing - Technical) Department, during inspection.*

iv. *Total agreement quantity in paragraph 1 means the sum of quantities of various broken stones stipulated in the agreement.*

v. *Initial level of superimposed items shall not be reported on fictitious levels. Initial level of the superimposed items noted in Para 2 may be submitted only after the completion of the underlying layer.*

vi. *Difficulty in waiting period in emergency situations may be reported*

to he Chief Technical Examiner over the phone / Email by the officer not below the rank of the Executive Engineer after duly verifying the facts at the site. Such officer will be held responsible for the irregularities, if any, found on account of the same at a later stage.

vii. *In case any provisions of this Government Order are contradictory with the Circulars / Orders issued by any other Government Department / Kerala PWD Code / Kerala PWD Manual / Any other Department Manual, provisions in this Government Order shall prevail.*

viii. *All other details sought vide Forms – FIW(T) No.11 to 20 shall be submitted by the concerned officials in the respective forms.*

ix. *This order will be effective from 01/01/2021.*

x. *E-mail ID for sending urgent reports to Chief Technical Examiner as per para 2.2, 5(vii), 7(i) 7(ii) 7(iii) & 10 (vii) is* ***ctereports.fin@kerala.gov.in***

Acc:- FIW(T) Form No.1 to 20.

(By order of the Governor)
HARIKUMAR S
CTE & EX.OFFICIO SECRETARY TO GOVERNMENT

To:

The Additional Chief Secretary, Finance Department.

The Accountant General (A & E/Audit), Kerala, Thiruvananthapuram

The Principal Secretary, Public Works Department.

The Principal Secretary, Water Resources Dept.

The Principal Secretary, Ports Department.

The Principal Secretary, Local Self Government Department.
The Principal Secretary, Forest & Wild Life Department.

The Principal Secretary, Industries Department.

The Principal Secretary, Science and Technology Department.

The Secretary, Public Works Department.

The Secretary, Fisheries Department.

The Secretary, Agriculture Department.

The CMD, KSEBL, Thiruvananthapuram.

The Managing Director, Kerala Water Authority,Thiruvananthapuram.

The Managing Director, KSRTC, Thiruvananthapuram.

The Chief Engineer, PWD (Roads), Thiruvananthapuram.

The Chief Engineer, PWD (Bridges), Thiruvananthapuram.
The Chief Engineer, National Highways & Admn., Tvpm.

The Chief Engineer, Harbour Eng. Department, Tvpm.

The Chief Engineer, Local Self Government Dept. / KSRRDA, Tvpm.
The Chief Conservator of Forest (Admn), Thiruvananthapuram.

The Chief Engineer, Irrigation and Administration, Thiruvananthapuram.

The Chief Engineer, Irrigation Projects I/II,

Calicut /Thiruvananthapuram.

The Chief Executive Officer, RBDC / KRFB.

The Chief Engineer, KSTP, Thiruvananthapuram.

The Chief Engineer, PWD Buildings Thiruvananthapuram.

The Managing Director, KITCO, Ernakulam.

The Chairman, GCDA, Ernakulam.

The Managing Director, KTDC,.

The Managing Director, KLDC, Thiruvananthapuram.

The Managing Director, KSCC, Thiruvananthapuram.

The Managing Director, KPHCC, Thiruvananthapuram.

The Managing Director, KINFRA, Thiruvananthapuram.

The Managing Director, Kerala Electricals Ltd, Ernakulam.

The Registrar, Kerala / Kottayam / Kochi / Calicut / Kannur Universities

The Registrar, Sanskrit University, Kalady.

The Registrar, Kerala Agricultural University, Thrissur.

The Registrar, Kerala University of Health Sciences, Thrissur.

The Registrar, Kerala Technological University, Tvpm.

The Registrar, Kerala University of Veterinary Sciences, Wyanad.

The Registrar, Kerala Fisheries University, Ernakulam

The Registrar, Kerala University of Legal Studies, Ernakulam.

The Commissioner, Devaswom Board, Travancore / Kochi / Malabar.

All Accredited agencies of Finance Department.

The Nodal Officer, www.finance.kerala.gov.in for wide publicity.

Forwarded /By order

Section Officer
Accounts

WORK INTIMATION REPORT NO. - 1 (FIW(T) Form -1)

File No.InspTech-2/180/2020-FIN

[Commencement of Excavation / Filling / Silt Removal / Non - uniform layers of Multi Layer Pavements]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Proposed date of commencement of the item of the work proposed:-
3) Anticipated date of completion:-
4) Office Address:-

1) Name of work:-
2) Estimated PAC . -
3) Technical Sanction Number :-
4) Agreed PAC:-
5) Name of contractor :-
6) Agreement No : -
7) Tender Excess : -
8) Date of handing over of site:-
9) Scheduled date of completion :-

5) Telephone No (O) :-
Mob:-
6) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage	Quantity as per agreement (in m^3)	Proposed Quantity (in m^3)	LF Book No.& pages	Date of level measurement	Upto date quantity (m^3)	Remarks
1	2	3	4	5	6	7	8	9

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO. - 2 (FIW(T) Form -2)
File No.InspTech-2/180/2020-FIN

[Completion of Excavation / Filling / Silt Removal / Non - uniform layers of Multi Layer Pavements]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-

2) Estimated PAC : -

3) Agreement No : -

4) Work Intimation Commencement Report No. & Date :-

5) Proposed quantity and LF Book No. & Page

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Specified in the Work Intimation Report -1:-

Sl. No	Description of item	Name of Locality & Chainage	Quantity as per agreement (in m^3)	Date of Commencement	Date of Completion	Measured Quantity (in m^3)	LF Book No.& pages	Date of level measurement	Upto date quantity (m^3)	Remarks (Specify Initial / Final level & item reported)
1	2	3	4	5	6	7	8	9	10	11

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO. - 3 (FIW(T) Form -3)
File No.InspTech-2/180/2020-FIN

[Completion of Uniform layers of Multi Layer Pavements]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Agreement No : -

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of Locality & Chainage	Quantity as per agreement (in m^3)	Date of Commencement	Date of Completion	Measured Quantity (in m^3)	LFB / MB No. & Page	Date of measurement	Upto date quantity (m^3)	Remarks
1	2	3	4	5	6	7	8	9	10	11

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-

Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 4 (FIW(T) Form - 4)

File No.InspTech-2/180/2020-FIN

[Material Collection Report for Anti Sea Erosion Works / Harbour Works / River Training Works (Before Dumping)]

Intimation Report No...../Month/Year

1) Name of work:-
2) Estimated PAC : -
3) Technical Sanction Number :-
4) Agreed PAC:-
5) Name of contractor :-
6) Agreement No : -
7) Tender Excess : -
8) Date of handing over of site:-
9) Scheduled date of completion :-

1) Date of reporting:-
2) Proposed date of commencement of the item of the work proposed:-
3) Anticipated date of completion:-
4) Office Address:-

5) Telephone No (O) :-
   Mob:-
6) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage / Reaches	Quantity as per agreement (in m^3/Nos)	Proposed Quantity (in m^3 / Nos)	M. Book No.& pages	Date of measurement	Upto date quantity (m^3/ Nos)	Remarks
1	2	3	4	5	6	7	8	9

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 5 (FIW(T) Form - 5)
File No.InspTech-2/180/2020-FIN

[Material Clearance Report for Anti Sea Erosion Works / Harbour Works / River Training Works (After Dumping)]

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Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Agreement No : -
4) FIW(T) Form No.4 Details - Quantity of Material supplied and M.Book No. & Page : -

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage / Reaches	Quantity as per agreement (in m^3 /Nos)	Date of completion of dumping	Quantity of material dumped (in m^3 / Nos)	Chainage where supplied Material is dumped	M. Book No.& Page	Upto date quantity (in m3)	Remarks
1	2	3	4	5	6	7	8	9	10

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 6 (FIW(T) Form - 6)
File No.InspTech-2/180/2020-FIN PART A

16

[Material proposed to be supplied during succeeding week for Break Water / Sea Wall / Groynes (Weighment)]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Technical Sanction Number :-
4) Agreed PAC:-
5) Name of contractor :-
6) Agreement No : -
7) Tender Excess : -
8) Date of handing over of site:-
9) Scheduled date of completion :-

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage	Quantity as per agreement (in MT)	Total Quantity proposed to be supplied in succeeding Week (in MT)	Days which supply will be made	Chainage of Break Water / Sea wall / groynes where the supplied items of material proposed to be dumped	Up to date Quantity Supplied (MT)	Remarks
1	2	3	4	5	6	7	8	9

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 6 (FIW(T) Form - 6)
File No.InspTech-2/180/2020-FIN PART B

[Material Clearance during current week for Break Water / Sea Wall / Groynes (After Dumping)]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Agreement No : -
4) Register No. in which the details of weighment of materials at site are entered:-
5) Weighing Machine No:-

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage	Quantity as per agreement (MT)	Quantity Supplied in current week (MT)	Chainage of Break Water / Sea wall / groynes where the supplied items of material proposed to be dumped	M.Book No. & Page where entered quantity supplied for the current week	Date of commencement of dumping during the current week	Date of completion of dumping during the current week	M.Book No. & Page No.s where entered quantity dumped for the current week	Quantity of material dumped in current week (MT)	Up to date Quantity Dumped (MT)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 7 (FIW(T) Form - 7)
File No.InspTech-2/180/2020-FIN

[Of Other Items of Work Before Commencement]

Intimation Report No...../Month/Year

1) Name of work:-
2) Estimated PAC : -
3) Technical Sanction Number :-
4) Agreed PAC:-
5) Name of contractor :-
6) Agreement No : -
7) Tender Excess : -
8) Date of handing over of site:-
9) Scheduled date of completion :-

1) Date of reporting:-
2) Proposed date of commencement of the item of the work proposed:-
3) Anticipated date of completion:-
4) Office Address:-

5) Telephone No (O) :-
Mob:-
6) E-mail (O):-

Sl. No	Description of item	Name of locality or Chainage	Quantity as per agreement (in m^3)	Proposed Quantity (in m^3)	Up to date Quantity (in m^3)	Remarks
1	2	3	4	5	6	7

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 8 (FIW(T) Form - 8)
File No.InspTech-2/180/2020-FIN

[Of Other Items of Work After Completion]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Technical Sanction Number :-
4) Agreed PAC:-
5) Name of contractor :-
6) Agreement No : -
7) Tender Excess : -
8) Date of handing over of site:-
9) Scheduled date of completion :-

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of locality or Chainage	Quantity as per agreement (m^3)	Date of commencement of item of Work	Date of completion of item of Work	Measured Quantity (m^3)	Date of measurement	Ref to LF Book or M Book	Remarks
1	2	3	4	5	6	7	8	9	10

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 9 (FIW(T) Form - 9)

File No.InspTech-2/180/2020-FIN

[Of Other Items of Work After Clearance]

Intimation Report No...../Month/Year

1) Date of reporting:-
2) Office Address:-

1) Name of work:-
2) Estimated PAC : -
3) Agreement No : -

3) Telephone No (O) :-
Mob:-
4) E-mail (O):-

Sl. No	Description of item	Name of locality & Chainage	Quantity as per agreement (in m^3)	Completed Quantity (in m^3)	Date of completion of the item of the work	Date of Clearance of the item of the Work	Remarks
1	2	3	4	5	6	7	8

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-
Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

WORK INTIMATION REPORT NO - 10 (FIW(T) Form - 10)
File No.InspTech-2/180/2020-FIN

[Details of Civil & Electrical works taken up in connection with VVIP visit]

1) Date of reporting:-

Intimation Report No...../Month/Year

2) Date of VVIP Visit:-

1) Office Address:-

2) Telephone No (O) :-

Mob:-

3) E-mail (O):-

Sl. No	Name of Work	Name of locality & Chainage	Estimate Amount	Mode of arrangement	Date of Commencement	Proposed Date of Completion	Ref. MB No. & Page	Remarks
1	2	3	4	5	6	7	8	8

To

The Chief Technical Examiner
Finance(Inspection Wing - Technical) Department,
Bank Employees Union Building, III floor,
Pulimoodu, Thiruvananthapuram - 695 001.
Phone No. 0471 2462828.

(Office Seal)

Signature with date:-
Designation:-

Official Address:-

Note: - The reporting Officer shall ensure that all details are filled neatly including mobile number before submitting reports to the Chief Technical Examiner.

File No.InspTech-2/180/2020-FIN

INSPECTION REPORT OF QUALITY CONTROL WING – FIW(T) Form No.11

Department .....

Inspection report No.....

1 Name of work

2 Estimated P.A.C.

3 Technical sanction No.

4 Approved P.A.C.

5 Name of Contractor

6 Agreement No.

7 Tender Excess

8 Date of Handing over of site

9 Scheduled date of completion

(1)Office Address with

(2)Telephone No(o) :

(Mobile No.) :

Sl No	Description of item	Quantity as per Agreement	Reported Quantity	Date of reporting	Ref to LF Book or M.Book	Date of inspection	Remarks of the Executive Engineer
1	2	3	4	5	6	7	8

Executive Engineer
Quality control Division

MONTHLY REPORT OF WORKS WITH ESTIMATE PAC > Rs.5lakhs ARRANGED WITHOUT E-TENDER - [FIW(T) Form No.12]

[TO BE SUBMITTED BY SUB DIVISION / DIVISION/ CIRCLE LEVEL OFFICERS]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Estimate amount	Administrative Sanction Details	Technical Sanction Details	Agreement No.	Mode of arrangement	Sanction details of competent authority for arranging the work without e-tender	Remarks
1	2	3	4	5	6	7	8	9

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

MONTHLY PROGRESS REPORT OF WORKS COSTING > Rs.5Crores - [FIW(T) Form No.13]

{SUB DIVISION, DIVISION AND CIRCLE WORKS}

[TO BE SUBMITTED BY DIVISION LEVEL OFFICERS]

Monthly Progress Report No...../Month/y

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Estimate amount	Agreement details (No. date & Agreed PAC)	Time of completion	Date of handing over of site	Schedule date of completion	Details of Extension , if any, granted	Physical progress	Remarks
1	2	3	4	5	6	7	8	9	10

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

MONTHLY STATEMENT OF INTIMATION REPORTS SUBMITTED TO CTE [FIW(T) Form No.14]

[TO BE SUBMITTED BY DIVISION LEVEL/SUB DIVISION LEVEL OFFICERS]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Intimation Report no. and date	Form No.	Date of Reporting	Name of Work	Whether Acknowledgement pasted on the Work Intimation Register	Remarks
1	2	3	4	5	6	7

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

MONTHLY OBSERVATION MEMO STATUS REPORTS [FIW(T) Form No.15]

CONSOLIDATED REPORT OF ALL OBSERVATION MEMOs ISSUED

[TO BE SUBMITTED BY DIVISION LEVEL OFFICERS]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	OM No. & date	Name of Work	Sub Division/Related office	OM Received Date	Letter No. and date of Reply submitted	Letter No. and date of CTE Wing for closing OM	Whether OM Closed	Remarks
1	2	3	4	5	6	7	8	9

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

QUARTERLY PROGRESS REPORT OF WORKS COSTING MORE THAN Rs.50 Lakhs - [FIW(T) Form No.16]

[TO BESUBMITTED BY DIVISION LEVEL / CIRCLE LEVEL OFFICERS]

Quarerly Progress Report No.....Quarter ending Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Estimate amount	Contract PAC	Tender variation	Agreement No	Due date of Commence ment	Due date of completion	Physical progress		Progress %	Anticipated date of completion	Remarks
								Target	Achievement			
1	2	3	4	5	6	7	8	9	10	11	12	13

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

DETAILS OF ADMINISTRATIVE SANCTION/REVISED ADMINISTRATIVE SANCTION ISSUED BY CE/HOD /GOVT. - [FIW(T) Form No.17]

[TO BE SUBMITTED BY EXECUTIVE ENGINEER]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Administrative Sanction Details /Revised Administrative sanction details	Remarks
1	2	3	4

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

DETAILS OF TECHNICAL SANCTION/REVISED TECHNICAL SANCTION ISSUED BY CE/HOD /GOVT. - [FIW(T) Form No.18]

[TO BE SUBMITTED BY DIVISION LEVEL OFFICERS]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Administrative Sanction Details /Revised Administrative sanction details	Technical Sanction Details /Revised Technical sanction details	Remarks
1	2	3	4	6

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

DETAILS OF TENDER ACCEPTANCE BY CE/HOD /GOVT. - [FIW(T) Form No.19]

[TO BE SUBMITTED BY DIVISION LEVEL OFFICERS]

Monthly Intimation report No...../Month/year

Date of reporting :

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of Work	Estimate amount	Administrative Sanction Details /Revised Administrative sanction details	Technical Sanction Details /Revised Technical sanction details	Tender No. and date	Tendering authority	Tender acceptance details		Remarks
							Order No. and date	accepted rate	
1	2	3	4	5	6	7	8	9	10

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

DETAILS OF WORKS ARRANGED ON QUOTATION/NEGOTIATED QUTATION BASIS BY WAIVING OF TENDER CALL FOR THE MONTH [FIW(T) Form No. 20]

[TO BE SUBMITTED BY SUB DIVISION LEVEL OFFICERS AND ABOVE]

Monthly Report No...../Month/year

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

1. Date of reporting :

2.Cumulative number & amount of works ;
arranged during the current year
up to the month of report

Sl. No.	Name of Section /Sub Division	Name of Work	Estimate amount	Date of Quotation Notice	Number of Quotations/ Negotiated quotation received	Name of lowest quotation/ Negotiated quotations received	Name of lowest quoted	Order No. &date of waiving of tender call with authority	Time of completion specified	Reason for arranging the work by waiving of tender call	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :