

## Minutes of Meeting

<b>Subject:</b>	<b>Minutes of Progress review meeting held under the Chairmanship of Chief Engineer/PD&amp;C, DHBVN, Hisar on 16-09-2017 at Conference Room, HETRI House, Gurugram with Turnkey Contractors, PMA and DHBVN Officers for implementation of DDUGJY Scheme in DHBVN.</b>
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<b>Date of Meeting:</b> 16 <sup>th</sup> September, 2017.	<b>Location of Meeting:</b> Conference Room, HETRI House, Gurugram.
<b>Members Present:</b> As per Annexure-A	

At the outset of meeting, Chief Engineer/PD&C, DHBVN, Hisar welcomed all the participants. The Chairman emphasized that the DDUGJY scheme are flagship schemes of Govt. of India and the time is essence of the scheme and important for DHBVN as electrification work in rural and urban areas is included in this scheme. It was also conveyed that as letters of award (LOAs) have been issued to the turnkey contractors for most of the DDUGJY works and thus it was required to review the already awarded projects thus present meeting was called.

### **1. Implementation of DDUGJY Projects:-**

- 1.1 The Chief Engineer/PD&C informed that in DDUGJY scheme the grants are to be received by DHBVN to the tune of 60% and thus the priority during carrying out the foot survey be given to the DDUGJY scheme instead of works covered under MGJG (Mahara Gaon Jagmag Gaon) scheme.
- 1.2 The Chief Engineer/PD&C emphasized that the foot survey must be conducted on top priority, because project implementation directly depend on actual foot survey and after due deliberation, it was decided that the foot survey be completed in three Annexures, Annexure-1 shall cover the scope viz-a-viz DPR, Annexure-2 shall cover the scope increased in the villages/ block mentioned in the DPR and Annexure-3 shall cover the extra scope required as per actual foot survey.
- 1.3 The Chief Engineer/PD&C also emphasized that the implementation of said schemes is to be done in true letter and spirit by all the stakeholders i.e. DHBVN, Project Monitoring Agency (PMA) and Turnkey Contractors jointly. He further conveyed the importance of proper Quality checks in the scheme to be carried out during execution of projects.
- 1.4 The Chief Engineer/PD&C directed to use the videography during Quality and Quantity checking while implementation of the project. The proper record of

videography in the form of CD / DVD strictly be maintained at the level of PMA, Turnkey contractor along with every inspection report.

- 1.5 The turnkey contractors were directed to communicate their issues / grievances, if any, at an early stage in writing to DHBVN for timely resolution of the same.
- 1.4 It was agreed that the village wise list of BPL beneficiary, where electric connections are to be released under the DDUGJY scheme will be provided by the Nodal officer of the project to the Turnkey Contractors centrally without any future delay.
- 1.5 The list for replacement of defective and electro-mechanical meters will also be provided by the Nodal officer of the project to the Turnkey Contractors centrally within a week time period.
- 1.6 The Chief Engineer/PD&C instructed the turnkey contractors to provide the below mentioned deliverables at the earliest:-
  - a. PERT Chart for each project be submitted immediately.
  - b. Manpower Deployment Plan against each project to be submitted before start of work and the same has to be adhered upto the completion of work.
  - c. Monthly Progress Report (MPR) is to be submitted by the 10th of every month having details with all completed work, ongoing and scheduled activities for next month.
  - d. The details of approved/ empanelled vendor from where materials are to be procured be submitted at the earliest and if any empanelment is to be done, then the required documents of the vendor be submitted for empanelment to PD&C wing.
  - e. GTP / Drawings and Manufacturing Quality Plan (MQP) and Manufacturer's Authorization form (duly notarized and registered) of approved / empanelled vendor are to be submitted for approval before raising any inspection call.
- 1.7 The Chief Engineer/PD&C intimated that the inauguration of the Signboards in SAGY village be got carried out as per the REC instructions already conveyed in the presence of local MP/MLA and DDUGJY scheme be informed to the villagers for wide publication of the schemes and to complete the target of 100% electrification of rural HHs, the special camp be organized by the SDO/Operations regarding awareness of the DDUGJY scheme. The activity of installation of signboards be completed in all the villages where works are to be done as per the SBD provisions.
- 1.8 The Chief Engineer/PD&C directed that the involvement of SDO and XEN is must, because the infrastructure to be added under DDUGJY / IPDS scheme must be as per actual requirement of site and after installation, if any infra is found idle i.e. without use, then responsibility from top to bottom will be fixed. It was conveyed that

the involvement of SDO/Operation concerned must be 100% i.e. 100% checking / verification of material taken in foot survey.

The project wise / firm wise review of Projects is as under:-

## **2. Deen Dayal Upadhayay Gramin Jyoti Yojna (DDUGJY)**

### **2.1 M/s SKG Const. Co., Narnaul**

**TED-245 (DDUGJY Mohindergarh):-**

- The work was allotted to the turnkey contractor vide LOA dated 02.03.2017 for Mohindergarh District and the same are to be completed by 02.06.2018. The firm has intimated that foot survey has been completed and submitted in the P&D wing for approval.
- The CE/PD&C directed the firm's representative to start the erection work immediately as per approved foot survey and the activity of inauguration from the local MP/MLA as per REC instruction be done on top priority.
- The firm was also directed to submit the revised PERT chart immediately.
- The CE/PD&C further directed the firm to install the Signboards in all the villages where works are to be done as per foot survey within next 15 days and accordingly, the firm agreed for the same. However, the same be considered as separate item of BOQ for which cost will be borne by the Nigam.
- The nodal officer was also directed to explore the possibility of work to be executed under DDUGJY (Rural Electrification Scheme) and submit the revised foot survey against the project accordingly.
- The firm assured to submit the GTP of Meters within one week.
- CE/PD&C directed the firm and Operation wing officers to start priority work i.e. Meter Shifting, Installation of Transformers etc. and complete the same at the earliest under the schemes.

### **3.2 M/s Agarwal Traders, Behal, Bhiwani**

**TED-246 (DDUGJY Rewari):**

- The work was allotted to the turnkey contractor vide LOA dated 27.04.2017 for Rewari District and the work is to be completed by 26.10.2018.
- The Commitment made by the firm in the earlier review meeting was not found adhered.
- On the issue of non-submission of revised PERT chart, the Chairman showed his displeasure regarding poor progress of the project and directed to submit the

revised PERT chart immediately. Firm assured to submit the same upto 18.09.2017.

- The firm has not completed the foot survey against the project. The CE/PD&C directed to complete the foot survey along with all the SLDs and submit the same to P&D wing before 29.09.2017.
- While discussing the issue of extra items required to complete the work, the CE/PD&C directed to complete the foot survey in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.
- The firm confirmed that the list, where the meters are being replaced / installed has been received from the Nodal officer.
- SE/OP, Rewari was directed to supply the additional scope to the firm immediately.

### 3.3 M/s Duhan Elect. Works, Hisar

#### TED-247 (DDUGJY Gurugram):-

- The work was allotted to the turnkey contractor vide LOA dated 26.04.2017 for Gurugram District and the work is to be completed by 26.04.2018.
- On the issue of non-submission of revised PERT chart, the CE/PD&C showed his displeasure regarding poor progress of the project and directed to submit the revised PERT chart within one week.
- The firm intimated that they have reinstalled all the signboards, wherever the PMA pointed out observations. But, the PMA intimated that no information regarding re-installment is received neither from turnkey contractor nor from the nodal officer. On the same, the CE/PD&C directed the PMA to verify all the signboards as per SBD and submit the report regarding installment of signboards to the office of P&D wing.
- The firm raised the issue of installment of signboards in every village (Approx. 33 villages), but no line item was there in the BOQ, so they will face the financial burden, if signboards are to be installed in each village. The CE/PD&C directed to take this item as additional item while preparation of foot survey, the amount against these signboards shall be paid extra by the Nigam.

- The CE/PD&C also directed the firm to expedite the installation of signboards as per SBD and the completion of the foot survey with GPS coordinates inline with the supplementary DPR before 30.09.2017.
- The CE/PD&C directed the firm's representative to start the erection immediately as per approved foot survey and the activity of inauguration from the local MP/MLA as per REC instruction be done on top priority.
- The CE/PD&C directed to complete the foot survey in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.

### **3.4 M/s MNC Electrical Pvt. Ltd., Faridabad**

#### **TED-248 (DDUGJY Faridabad):-**

- The work was allotted to the turnkey contractor vide LOA dated 26.04.2017 for Faridabad District and the work is to be completed by 26.04.2017.
- On the issue of non-submission of revised PERT chart, the CE/PD&C showed his displeasure regarding poor progress of the project and directed to submit the revised PERT chart immediately.
- The firm intimated that they have started the work of installation of signboards as per SBD. The CE/PD&C directed to install the signboards in every village, where work is to be done under DDUGJY as per SBD.
- The CE/PD&C directed the firm's representative to start the work of erection immediately as per approved foot survey and the activity of inauguration from the local MP/MLA as per REC instruction be done on top priority.
- The firm intimated that while carrying out the survey, they are facing various issues i.e. No BPL connection is available in Faridabad District as similar scheme named Erstwhile RGGVY is also being executed in which all the BPL connections have been released. The CE/PD&C directed the Nodal officer to verify the same and if no electric connection to BPL HHs is required, then a certificate from nodal officer be submitted in P&D wing that all the BPL connections have been released, thus the scope under DDUGJY scheme is NIL.
- SE/OP intimated that the number of BPL connections are reduced. On the same, CE/PD&C directed that the scope under the heads of DPRs be changed subject to financial variation allowed under the contract.

- The Nodal officer intimated that the work under MGJG (Mhara Gan Jagmag Gaon) in some villages has been completed, whether the scope of installation of DTs may be covered under DDUGJY. After discussing the matter, the CE/PD&C confirmed that the DTs may be got installed under DDUGJY scheme.
- The CE/PD&C directed that clear demarcation of the work covered under DDUGJY and MGJG be done on the foot survey maps along with the GPS locations, so that TPIA (Third Party Inspecting Agency) clearly identify the work and inspections be conducted accordingly.
- The Nodal officer also asked that whether the AP feeder bifurcation can be covered under DDUGJY. After discussing the matter, the CE/PD&C confirmed that as per scheme guidelines, the AP feeder bifurcation can be covered under DDUGJY.
- CE/PD&C directed to complete the foot survey before 30.09.2017 in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.
- The CE/PD&C directed the firm to supply the name of feeders to Nigam and further directed the nodal officer to depute the LM / JE and SDO specifically to complete the foot survey on top priority upto 30.09.17.
- The firm was directed to offer some material for 1<sup>st</sup> lot so that the work be started.
- In case of providing additional scope of work, the details be provided by the field officers to contractor.

**TED-249 (DDUGJY Mewat):-**

- The work was allotted to the turnkey contractor vide LOA dated 26.04.2017 for Mewat District and the work is to be completed by 26.07.2018.
- On the issue of non-submission of revised PERT chart, the CE/PD&C, showed his displeasure regarding poor progress of the project and directed to submit the revised PERT chart upto 18.09.2017.
- The firm intimated that they have started the work of install the signboards as per SBD. The CE/PD&C directed to install the signboards in every village, where work is to be done under DDUGJY as per SBD.

- The CE/PD&C directed to the firm's representative to start the erection immediately on those sites where foot survey is complete and the activity of inauguration from the local MP/MLA as per REC instruction be done on top priority.
- The firm intimated that the works of BPL has been allotted to them, but the electrification work associated with the release of BPL connections are not included in the scope and due to it, the work for release of BPL connections can not be taken in hand.
- The CE/PD&C directed to nodal officer that the DDUGJY scheme is Rural electrification scheme and if extra scope regarding release of BPL connections are required, then the same be included in the scope and based upon the price already awarded against the other similar tender, the payment will be made to the contractor. But, the required material and quantity be taken in the foot survey upto the financial variation allowed as per contract.
- CE/PD&C directed to complete the foot survey before 30.09.2017 in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.

**TED-250 (DDUGJY Palwal):-**

- The work was allotted to the turnkey contractor vide LOA dated 26.04.2017 for Palwal District and the work is to be completed by 26.07.2018.
- On the issue of non-submission of revised PERT chart, the CE/PD&C showed his displeasure regarding poor progress of the project and directed to submit the revised PERT chart immediately.
- The firm intimated that they have started the work of installation of signboards as per SBD and the same shall be completed in next 10 days. The CE/PD&C directed to install the signboards in every village, where work is to be done under DDUGJY as per SBD. The CE/PD&C also directed to get the sample of Signboard checked from the PMA.
- The CE/PD&C directed the firm's representative to start the erection immediately as per approved foot survey and the activity of inauguration from the local MP/MLA as per REC instruction be done on top priority.

- The firm intimated that while carrying out the survey, they are facing various issues such as no BPL connection is available in Palwal District as similar scheme named Erstwhile RGGVY is also being executed in which all the BPL connection has been released. The CE/PD&C directed that the Nodal officer has to verify the same and if no electric connection to BPL HHs is required, then a certificate from nodal officer be submitted in P&D wing that all the BPL connections have been released, thus the scope under DDUGJY scheme is NIL.
- CE/PD&C directed to complete the foot survey before 30.09.2017 in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.
- The CE/PD&C directed the nodal officer to depute the LM / JE and SDO specifically to complete the foot survey on top priority upto 30.09.17.

#### 4. Proposed 33 kV Sub-stations under DDUGJY in Delhi Zone:-

It was conveyed by CE/PD&C that all the 11 kV works under DDUGJY scheme has been awarded to various turnkey contractors and such it is necessity of time to award the work of 33 kV sub-stations proposed under DDUGJY immediately without any delay. The status of proposed 33 kV Sub-station under Delhi Zone was discussed and following was decided:-

Name of Proposed 33 kV Sub-Station	Current Status	Decisions
Hasanpur (1X10 MVA)	Land suitability committee report & civil BoM received, Electrical BoM from SE/Const. awaited. <b>Note: The feeding end is not available.</b>	SE/Const, Hisar was directed to submit the revised BOQ for the 33 kV Line by changing the feeding end source.

#### 5. General Instruction for the turnkey contractors for DDUGJY :-

- i. Various decisions taken during earlier meetings (copy uploaded on webportal) shall have to be followed by all the stake holders of DDUGJY projects.
- ii. The rules and responsibility of all the stake holders were issued by this office, but till date the details of project monitoring committee i.e. XEN, SDO and JE names along



with contact details has yet been supplied by the nodal officer, the same are required to be supplied by concerned nodal officers.

- iii. It has been decided that the joint foot survey with GPS coordinates (jointly with Operation staff, representative of PMA and Turnkey contractor) be completed by all the turnkey contractors before 30.09.2017.
- iv. It was decided that the activity of installation of signboards be completed immediately and inauguration of scheme be completed through local MP / MLA as per instruction already conveyed.
- v. It was decided that Review Meeting be called on fortnightly basis at the level of Nodal Officer.
- vi. Nodal officers were also directed to take necessary action for successful implementation of the DDUGJY projects. The general role and responsibility at each level has been prepared by the office of CE/PD&C, DHBVN, Hisar & copy of the same has also been uploaded on the Nigam's webportal along with other DDUGJY guidelines.
- vii. Concerned SE/OPs shall finalize the land for the 33 kV sub-stations to be executed under and DDUGJY scheme within 10 days, so that tendering process for the same could be initiated.
- viii. It was decided that the foot survey as per DPR scope be carried out in first instance and thereafter for additional work with the consent of nodal officer and the same be submitted in the office of P&D for approving the variation of project as per scheme guidelines.
- ix. The CE/PD&C, directed that the Volume-II of SBD is related to the Project Management System and Quality Assurance and Evaluation Mechanism and thus all the stake holders (specially turnkey contractors, PMAs, field official / officers) are requested to go through the quality provisions and the same be adhered during execution of the project in the field and proper record duly videographed be maintained at each level.
- x. The CE/PD&C, directed that the project wise JVR committee be formed just after the issuance of the work orders without waiting the formal request of the firm.
- xi. The CE/PD&C, directed that the nodal officer of concerned project shall personally intervene in the matter of conducting foot survey and mentoring the progress of foot survey on daily basis till the foot survey is not completed as per scheme guidelines, because the foot survey is the foremost requirement of timely completion of the project. The special duty of JE/ LM or SDO be assigned specifically to support the turnkey contractor for early completion of the projects.
- xii. The CE/PD&C directed all the turnkey contractors that the timelines of installation of Signboards and completion of foot survey have already been missed, as such the revised PERT chart keeping in view of the scheduled completion period of the project be submitted at the earliest latest by 29.09.2017 in the office of P&D.
- xiii. The CE/PD&C directed all stakeholders must ensure that neither the new installation of ACSR in LT line nor any replacement of ACSR / Cable with the ACSR be taken in LT line while carrying out the foot survey.
- xiv. CE/PD&C directed to complete the foot survey before 29.09.2017 in three parts i.e. Annexure-1 be completed as per the scope viz-a-viz DPR scope, Annexure-2 be

completed as per the scope in the villages mentioned in the DPR, where scope is increased and Annexure-3 be completed as per the scope required in other villages subject to the maximum allowed financial variation as per contract.

## **6. Projects covered under RE-DDUGJY (Erstwhile RGGVY Projects):-**

### **General Instruction for RGGVY projects**

- CE/PD&C intimated that the Physical Progress on Fortnightly basis of the RE-DDUGJY (Erstwhile RGGVY) Projects on prescribed formats is to be submitted to the P&D office for onward submission to the REC, Panchkula.
- After completion of the 30% work, the special request is to be made to the TPIA (Third Party Inspecting Agency) (i.e. M/s ERDA, House No. 101, MITC Colony, Vidyut Nagar, Hisar) regarding conducting the field inspections against the project and the observations pointed out by the TPIA agency shall be got attended at each step and confirmation / clear cut certificate regarding attending all the observations pointed out by the TPIA must be sent to the office of P&D for their record.
- After completion of the inspection by the TPIA (i.e. ERDA), the intimation regarding completion of TPIA activity is to be given to the REC, Panchkula, so that RQM (REC Quality Monitor) inspection can be got started against the project.
- It was also directed that for awareness of the scheme in the public, special camps be organized in the villages where scheme benefits be explained to the villagers, beneficiaries and proper record of each beneficiary be ensured.
- No meter cost is to be taken from the BPL beneficiaries.
- The final 10% payment be made to the contractors only after getting attended all the observations pointed out by the TPIA, REC Quality Monitors (RQM) and National Quality Monitors (NQM).
- These projects are to be got closed in REC through State Govt. on the prescribed formats. The well conversant officer / official be deputed in the P&D office for getting the comprehensive details regarding closure of the project.
- The details of village wise infrastructure created in the scheme are to be uploaded on the webportal before submission of closure proposals.
- The Block wise SLD (Single Line Diagrams) of 33 kV Infrastructures/ 11 kV lines are to be submitted to the REC.

- Distribution of the BPL kit to the concerned BPL beneficiaries is to be ensured and separate register / record is to be maintained regarding distribution of BPL kit and CFL along with duly acknowledgement from BPL beneficiary.

**TER-18 (RE-DDUGJY Gurugram):-**

- The work was allotted to the turnkey contractor vide LOA dated 31.01.2017 for Gurugram District and the work is to be completed by 31.10.2017.
- The firm intimated that the material inspection are being got carried out and the project is being executed smoothly and there is no issue against the project.
- The firm intimated that the foot survey has been completed and submitted to the nodal officer.
- The CE/PD&C directed the nodal officer to submit the foot survey to the P&D wing before 25.09.2017.
- The CE/PD&C directed to submit the physical progress of the project on fortnightly basis on the formats of REC to the P&D office.

**TED-263 (RE-DDUGJY Faridabad):-**

- The works were allotted to the turnkey contractor vide LOA dated 02.03.2017 for Palwal District and the work is to be completed by 02.12.2017.
- The firm intimated that the material inspection are being got carried out and the project is being executed smoothly and there is no issue against the project.
- The firm has intimated that the foot survey has been completed and submitted to the nodal officer.
- The CE/PD&C directed the nodal officer to submit the foot survey to the P&D wing before 25.09.2017.
- The CE/PD&C directed to submit the physical progress of the project on fortnightly basis on the formats of REC to the P&D office.

**TED-263 (RE-DDUGJY Palwal):-**

- The work was allotted to the turnkey contractor vide LOA dated 15.11.2016 for Palwal District and the work is to be completed by 15.09.2017.
- The firm intimated that they have completed the project in Palwal district.
- The CE/PD&C directed nodal officer to get the process of field inspections completed through TPIA, RQM and NQM as per REC guidelines for RE-DDUGJY projects.

- The CE/PD&C directed the nodal officer to send the closure proposal on the formats specified by the REC to the office of P&D for sending the same to the REC through State Govt.

All the turnkey contractors present in the meeting assured that their firms shall make all out efforts to complete the projects allotted to them within the scheduled completion time of project. The nodal officers of the projects also assured to personally monitor the projects as per scheme guidelines and Nigam's instructions.

The meeting ended with vote of thanks to the Chair.

  
**Superintending Engineer/P&D,  
For CE/PD&C, DHBVN, Hisar**

Endst No: Ch-58/DD-295

Dated: 04/10/2017

Copy of the above is forwarded to the following for information and further necessary action:-

1. CE/OP, DHBVN, Delhi for information & necessary action, please.
2. SE/OP Circle, Narnaul, Rewari, Gurugram-I, Gurugram-II, Faridabad, Palwal for information and necessary action, please.
3. SE/Const., DHBVN, Hisar for kind information and necessary action, please.
4. FA&CAO/PD&C, DHBVN, Hisar for information, please. It is requested that as the work orders have been issued to the turnkey contractor, thus the matter may be taken with FA/HQ, DHBVN, Hisar / REC for getting the budget provision, please.
5. SE/Civil, DHBVN, Hisar for kind information and necessary action, please. It is requested to take immediate necessary action required for finalization of land of proposed 33 kV Sub-station in DDUGJY/IPDS scheme.
6. M/s Rural Electrification Corporation, Bay No. 7-8, Sector 2, Panchkula, Haryana.
7. M/s Agarwal Traders, Nai Mandi, Behal, Bhiwani.
8. M/s SKG Const. Co., Opposite Panchayat Bhavan, Narnaul.
9. M/s MNC Electricals Pvt. Ltd., Ballabgarh, Faridabad.
10. M/s Duhan Electric Works, Plot: 9-10 Shant Vihar, Behind Suncity Mall, Delhi Road, Hisar.
11. M/s WAPCOS Ltd., 217, GF, UE-II, Hisar for kind information, please. It is requested to monitor the projects activities in consultation with the respective nodal officer and turnkey contractor, please.

  
**Superintending Engineer/P&D,  
For CE/PD&C, DHBVN, Hisar.**

CC:

1. SPS to CMD, DHBVN, Hisar for kind information of worthy CMD, please.
2. PS to Director/Projects, DHBVN, Hisar for kind information of Director, please.
3. PS to Director/Operations, DHBVN, Hisar for kind information of Director, please.