



GOVERNMENT OF KERALA

Abstract

Finance (Inspection-Technical-Wing) Department - Submission of reports to the Chief Technical Examiner for conducting inspections in Public Works through Technical Inspection Monitoring System (TIMS) Software - Instructions issued - Reg.

FINANCE (INSPECTION -TECHNICAL-WING) DEPARTMENT

G.O(P) No.590/15/Fin

Dated , Thiruvananthapuram 28/12/2015

Read: 1.G.O.(Rt) No.2459/12/Fin dated 22.3.2012
2. Circular No.55/2010/Fin dated 19.6.2010

As per Govt. order and circular read above, all road surfacing materials / earth work and dumping materials for Anti-Sea Erosion Works, etc. are to be reported to the Chief Technical Examiner for arranging an independent inspection.

Based on suggestions put forth by various inspection teams of this Wing, revision of the existing guidelines / procedures are proposed with regard to routine / surprise inspections being conducted by this Wing to enhance the effectiveness.

The Government after having examined this case in detail, are pleased to issue the following orders in supercession of Govt. order and circular cited above. This order is applicable to all Kerala Government Engineering Departments / PSUs/Universities/ Joint Venture Organisations and Autonomous bodies of Kerala Government and the accredited agencies taking up public works.

1. Earth work excavation and similar items of work:-

All earth work cutting / filling, dredging and reclamation, de-silting of canals etc., each item exceeding 1000 m³ and rock cutting exceeding 300 m³ in contract schedules shall be reported with details in FIW(T)-Form No.1. The initial levels of the proposed item of work recorded shall be reported to the Chief Technical Examiner immediately on test check by the competent officer. The reporting shall be done atleast 5 working days before the proposed date of commencement of excavation work. If there are more than one items of this nature, the combined quantity will be the reference for reporting. Earth work of various types shall be reported separately.

Upon completion of excavation work, relevant details shall be reported immediately in FIW(T)-Form No.2.

2. Construction of Multilayer pavements:-

Reporting of multiple layer of pavements in road or related works shall be as follows:-

- i. In case of layers with non-uniform thickness and the unit for measurement and payment is on volume basis, reporting shall be as stipulated above in para (1)
- ii. In case of layers with uniform standard / design thickness, upon completion of each layer, details shall be reported immediately in FIW(T)-Form No.3.
- iii. In cases where a work was terminated after executing a particular layer, initial level of the completed layer shall be reported as stipulated in para (1) in FIW(T)-Form No.1 and upon completion of each remaining layers, details shall be reported in FIW(T)-Form No.3.
- iv. Core cutting tests are to be arranged by field units during verification of quantity and quality of multilayer pavements, as per the instructions from this Wing, if required.

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

- i. Broken stones of various items each exceeding 300m³ specified in the contract schedule shall be stacked before dumping under water in 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 each exceeding 300 Nos. in a contract schedule, shall be reported in FIW(T)-Form No.4
- iii. Location where the materials supplied should be noted with reference to chainages.
- iv. The Material Clearance Report in FIW(T) - Form No. 5 has to be submitted immediately upon dumping the materials.
- v. Supply and dumping of stones of the same size should not be taken up simultaneously in any Anti- Sea Erosion Work. In cases where work is split up in

to reaches, simultaneous supply and dumping should be taken up only after leaving a gap between two reaches (when supply work is in progress in Reach I, dumping should be from Reach IV onwards).

- vi. When works are split up in to several reaches, stones should be planted to identify each reach before commencement of the work.
- vii. Off season dumping should be resorted to only in deserving cases. Reasons for approving off season dumping should be recorded by Superintending Engineer and a copy shall be sent to the Chief Technical Examiner.
- viii. In case of Harbour /ASE structures such as Breakwater ,Sea wall, Groynes etc., profile of the existing structure shall be recorded and intimated
- ix. Levels of Harbour /ASE structures such as Breakwater,Sea wall, Groynes etc., are to be reported
- x. In the case of Weighment of stone and dumping materials adopted in Break waters /Sea walls/Groynes etc., the Executive Engineer concerned shall furnish a report in FIW(T) Form No. 6 (Part A & Part B) to this Wing and on every last working day of the week a report shall be furnished to this Wing with following details:-

- The quantity proposed to be supplied in succeeding week.
- Day on which supply will be made.
- Chainage of Break water/Sea walls /Groynes where the supplied items will be dumped next week.
- Quantity supplied during the current week.
- Chainage of Break water/Sea walls /Groynes at which the supplied items are dumped during the week.
- Details of recording of measurements in Measurement Book

4. Report of other items of works:-

Following items of work shall be reported in FIW(T)-Form No.7 before commencement, FIW(T)-Form No. 8 after completion and FIW(T) Form No.9 after clearance of materials.

- i. Items of soil stabilisation works such as, coconut piles, geo-textiles / geo-filters, PVDs ,Sand piles , stone columns etc. in all works costing more than TS

- powers of Assistant Executive Engineer of PWD shall be reported before commencement and completion of the items.
- ii. Items of temporary structures such as, Ring bunds, Island formed for Bridge work etc., in all works costing more than TS power of Assistant Executive Engineer of PWD shall be reported before commencement, after completion and after demolition of the items.
 - iii. Site clearance works, clearing water hyacinth, etc. in all works costing more than TS power of Assistant Executive Engineer shall be reported before commencement and after completion.
 - iv. Painting works of existing building for repairs and maintenance in all works costing more than TS power of Assistant Executive Engineer of PWD shall be reported before commencement and after completion.
 - v. Depth of piles shall be reported for all works costing more than TS power of Assistant Executive Engineer of PWD immediately upon completion of every 1/4th of total number of piles in the contract.
 - vi. Details of machineries/equipments deployed at the site shall be reported in the remarks column of respective FIW(T) Form No.1 to 10

5. Report of Civil and electrical works in connection with VVIP visits:-

- i. Details of all Civil & Electrical works taken up in connection with VVIP visits shall be reported in advance in FIW(T)-Form No.10
- ii. The reports in connection with VVIP visits are to be submitted by the concerned Assistant Executive Engineer.

6. Explanatory Note for submission of reports:-

- i. All reporting shall be done through online mode in Technical Inspection Monitoring System (TIMS) of Chief Technical Examiner Web site only.
- ii. In cases where the Chief Technical Examiner intends to hold items of work till inspection by this Wing after reporting, the waiting period will be intimated to the field unit through online information.
- iii. Quality control wing shall be constituted internally in all organisation under Govt. Of Kerala executing works more than Rs.50 crores/Annum.The field unit

has to report following items of works to the respective Quality Control Wings in the following manner:-

- a. Earth work cutting / filling, dredging and reclamation, de-silting of canals etc, quantity exceeding 500 m³ and up to 1000m³ in the contract schedules.
- b. Broken stones of various items each exceeding 100m³ and up to 300m³ specified in the contract schedule for Retaining Structures /Anti-Sea Erosion works/Groynes, etc.
- c. Number stones of various sizes used in all Anti Sea Erosion works, where number of stones specified in various items each up to 300 Nos. in the contract schedules.

All other organisations under Kerala Government and accredited agencies may take the assistance of Quality Control unit of any other organisations under Govt. of Kerala under intimation to this Wing.

The Quality Control Wing of PWD/Department concerned, which in turn after inspecting the site has to submit a consolidated monthly statement in FIW(T)-Form No.11, to this Wing.

- iv. As per MORTH specifications, quantities are to be assessed based on level measurements. Hence, the materials supplied for road works need not be stacked at the site. In unavoidable cases, stacks shall be verified by the Quality Control Wing and a consolidated monthly statement shall be submitted to this Wing by the Quality Control Unit in FIW(T)-Form No.11.
- v. Monthly report of works with estimate PAC > Rs.5lakhs arranged without e-tender , Monthly progress Report of works costing > Rs.5crores , Monthly statement of intimation Reports submitted to Chief Technical Examiner , Monthly Observation Memo Status Reports , Quarterly Progress Report of works costing more than Rs.50lakhs, Details of Administrative sanctions/Revised Administrative Sanctions issued by CE/HOD/Govt., Details of Technical sanctions/Revised Technical Sanctions issued by CE/HOD/Govt., Details of Tender acceptance by CE/HOD/Govt. and Details of works arranged on

- Quotation/Negotiated quotation basis by waiving of tender call are to be submitted in FIW(T) Form No.12 to FIW(T) Form No.20 respectively
- vi. Separate register shall be kept in the office showing various intimations sent to the Chief Technical Examiner through TIMS Software and the on line acknowledgement received shall be pasted on it for record, which may be produced for verification by officials of Finance (Inspection-Technical-Wing) Department.
 - vii. Detailed guidelines explaining the methodology of execution including specifications of materials and procedures to be followed in stack collection , recording of levels and level reports etc. are annexed.
 - viii. In case of any provisions of Circulars / Orders issued by the Chief Technical Examiner / Finance Department are contradictory with the Circulars / Orders issued by Circulars / Orders issued by other Government Departments / Kerala PWD Code / Kerala PWD Manual / Any other Department Manual, provisions of Circular/orders issued by Chief Technical Examiner / Finance Department shall prevail.
 - ix. This order will be effective within one month of implementation of TIMS Software.

(BY ORDER OF THE GOVERNOR)

K.P.PURUSHOTHAMAN
Chief Technical Examiner &
Ex-officio Special Secretary to Govt.

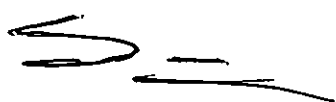
To

The Accountant General (A&E/Audit), Kerala, Thiruvananthapuram
The Principal Secretary, Finance Department.
The Principal Secretary, Public Works Department.
The Secretary, Water Resources Department.
The Secretary, Fisheries Department.
The Principal Secretary, Ports Department.
The Principal Secretary, Public Works 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, Agriculture Department.
The Chief Engineer, PWD (Roads & Bridges), Thiruvananthapuram

- The Chief Engineer, National Highways & Admn.
- The Chief Engineer, Harbour Engg. Department.
- The Chief Engineer, Local Self Government Dept.
- 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, Road Fund Board.
- The Chief Engineer, KSTP, Thiruvananthapuram.
- The Chief Engineer, Buildings & Local Works, Thiruvananthapuram.
- The Chairman, KSEB, Thiruvananthapuram.
- The Managing Director, Kerala Water Authority.
- The Managing Director, KITCO, Ernakulam.
- The Chairman, GCDA, Ernakulam.
- The Managing Director, KSRTC, Thiruvananthapuram.
- The Managing Director, KTDC, Thiruvananthapuram.
- The Managing Director, KLDC, Thrissur.
- The Managing Director, KSCC, Thiruvananthapuram
- The Managing Director, KPHCC, Thiruvananthapuram.
- The Managing Director, KINFRA, Thiruvananthapuram.
- The Managing Director, Kerala Electricals Ltd, Thiruvananthapuram.
- The Registrar, Kerala/Kottayam/Kochi/Calicut/Kannur Universities
- The Registrar, Sanskrit University, Kalady.
- The Registrar, Kerala Agricultural University, Thrissur.
- The Superintending Engineer, PWD, Roads, South Circle, Thiruvananthapuram / Central Circle, Ernakulam / North Circle, Calicut.
- The Superintending Engineer, HED - Thiruvananthapuram, Ernakulam, Calicut.
- The Superintending Engineer, LSGD, Thiruvananthapuram.
- The Superintending Engineer, National Highways, Thiruvananthapuram / Ernakulam / Calicut
- The Superintending Engineer, Irrigation, Thiruvananthapuram / Thrissur / Calicut
- The Executive Engineer, LSGD, Thiruvananthapuram/ Kollam/ Kottayam/Alappuzha/ Pathanamthitta/ Idukki/ Thrissur/ Calicut/ Wayanad/Kannur/ Kasaragod
- The Executive Engineer, Road and Bridges, Thiruvananthapuram / Kollam / Alleppey / Kottayam / Ernakulam / Thrissur / Kozhikode / Malappuram / Kannur /Kasaragod / Pathanamthitta / Idukki / Palakkad / Wayanad / Muvattupuzha.
- The Executive Engineer, N.H., Thiruvananthapuram / Ernakulam / Kollam / Malappuram / Alappuzha / Trissur / Kozhikode / Kannur / Muvattupuzha.
- The Commissioner, Devaswom Board, Travancore / Kochi / Malabar.

The Nodal officer (fn)

Forwarded / By Order



Section Officer

Annexure to the Govt. order

The following guidelines are issued for the implementation of the provisions of the Govt. order

1. Report of material collected for ASE works/Harbour Structures/River training works and other related work

1.1 The reported stack quantity shall be up to Agreed quantity / Approved revised estimated quantity. In case measured quantity exceeds Agreed quantity / Approved revised estimated quantity, it shall be limited to Agreed quantity / approved revised estimated quantity. Shortage of quantity, if any, shall be assessed based on Agreed quantity / Approved revised estimated quantity and in the case of part supply shortage shall be assessed based on reported quantity.

1.1.1 If the agreement stipulates that the contractor shall carry out excess quantity up to any specified excess over agreed quantity at his quoted rate, 'Agreed quantity' mentioned in I.1 above may be up to that limit specified in the Agreement.

1.2 The stacks shall be of standard size, stacked on level ground. The stacks shall be of uniform cross section without overlapping and in the case of stacks on slopping ground height on four sides are to be recorded in the M.Book. The maximum and minimum size of each stack shall be as follows:-

	Maximum	Minimum
Length	15m	4m
Width	10m	2m
Height	1.2m	0.6m

1.3 The size of broken stones shall conform to the specification prescribed in the Standard Data.

2. Reporting of Levels and Level quantity

2.1 During earth work excavation, the intermediate levels are to be reported whenever the type of soil strata changes/rock encountered.

2.2 The reported levels will not be verified by this wing unless requisite check levels are recorded in the LF Book by the officer concerned.

2.3 The Work Intimation Reports shall be furnished in the prescribed form not below the rank of Check measuring officers /Assistant Executive Engineer/ equivalent officer in charge of Sub Division.

3.Establishment of Bench Marks and Temporary Bench Marks

3.1The Temporary Bench Marks shall be established at least 250m interval to facilitate verification by this wing. The Temporary Bench Marks shall be established on level &

hard surface or else on concrete pillars and its Reduced Levels be clearly marked on it using yellow paint and which shall be connected to permanent Bench Mark established at 1km interval, as per norms. Temporary Bench Mark shall not be established on steps of dwellings. In cases where large quantity of earth work / rock involved viz. above 20,000m³ the Bench Mark has to be connected to GTS/MSL. The Temporary Bench Mark/ Bench Mark shall be clearly specified in the LF Book.

3.2 At least two 'CS' points and 'PLS' point on each cross section along the proposed alignment shall be marked using pegs before verification of levels by this wing.

4.0 In cases where Govt. agencies enter in to Consultancy/PMC contacts with Consultants /PMC, Govt. agencies shall issue M Books/LF Books to consultants /PMC duly certified as per PWD norms and super check measurements and Levels recorded by consultants /PMC. The Work Intimation Reports shall be furnished to the Chief Technical Examiner only by the Govt. agency and not by consultants /PMC.


Section Officer

WORK INTIMATION REPORT - 1 [FIW(T) Form No. 1]

[Commencement of Excavation/Filling/Silt Removal/Non-Uniform Layers of Multiple Layer Pavements etc.]

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

(1) Date of reporting :

- 1) Name of work:
- 2) Estimated P.A.C :
- 3) Technical sanction No. :
- 4) Agreed 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 :

- (2) Proposed date of commencement of the item of work proposed :
- (3) Anticipated date of completion:
- (4) Office Address :
- (5) Telephone No(o) :
(Mobile No.) :

Sl. No.	Description of item	Name of Locality & Chainage	Quantity as per Agreement (in m ³)	Proposed quantity (in m ³)	LF Book No. & Page	Date of Level Measurement	Up to date Quantity (in m ³)	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 :

WORK INTIMATION REPORT - 2 [FIW(T) Form No.2]

[Completion of Excavation/Filling/Silt Removal/Non-Uniform Layers of Multiple Layer Pavements etc.]

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

(1) Date of reporting :

1) Name of work:

(2) Office address :

2) Estimated P.A.C:

3) Agreement No.:

(3) Telephone No(o) :

4) Work Intimation commencement Report No. & Date :

(Mobile No.) :

5) Proposed quantity and LF Book No. & page :

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 (in m ³)	LF Book No. & Page	Date of Level Measurement	Up to date Quantity (in m ³)	Remarks
1	2	3	4	5	6	7	8	9	10	11.

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
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Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

WORK INTIMATION REPORT -3 [FIW(T) Form No.3]

[Completion of Uniform Layers of Multiple Layer Pavements]

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

- 1) Name of work:
- 2) Estimated P.A.C:
- 3) Agreement No.:

(1) Date of reporting :

(2) Office address :

(3) Telephone No(o) :
(Mobile No.) :

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)	Date of Measurement	Up to date Quantity (in m ³)	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 :

WORK INTIMATION REPORT- 4 [FIW(T) Form No.4]

Material Collected for Anti-Sea Erosion Works /Harbour works/River Training works/etc.(Before Dumping)

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

(1) Date of reporting :

1) Name of work:

(2)Proposed date of commencement of the item of work proposed :

2) Estimated P.A.C :

(3) Anticipated date of completion:

3) Technical sanction No. :

4) Agreed P.A.C :

(4)Office Address :

5) Name of Contractor:

6) Agreement No. :

(5)Telephone No(o) :

7) Tender Excess :

(Mobile No.) :

8) Date of Handing over of site :

9) Scheduled date of completion :

Sl. No.	Description of item	Name of Locality & Chainage/Reaches	Quantity as per Agreement (m ³ /Nos.)	Quantity as measured (m ³ /Nos)	M.Book No. & Page Nos.	Date of Measurement	Up to date Quantity(m ³ /Nos)	Remarks(If part supply, reference to earlier report and clearance)
1	2	3	4	5	6	7	8	9

The Chief Technical Examiner
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Pulimoodu, Thiruvananthapuram - 1
Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

WORK INTIMATION REPORT - 5 [FIW(T) Form No.5]

Material Clearance for Anti-Sea Erosion Works /Harbour works/River Training works etc.(After dumping)

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

- 1) Name of work :
- 2) Estimated P.A.C. ;
- 3) Agreement No. :
- 4) FIWT Form -4 details : Quantity of material supplied and M Book No.&Page:

(1) Date of reporting :

(2) Office address :

(3)Telephone No(o) :
(Mobile No.) :

Sl. No.	Description of item	Name of Locality & Chainage/Reaches	Quantity as per Agreement(m ³ /Nos.)	Date of completion of dumping	Quantity of material dumped (m3/Nos)	Chainages where supplied material is dumped	M.Book No. & Page Nos.	Up to date quantity (in MT)	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 :

WORK INTIMATION REPORT - 6 [FIW(T) Form No. 6]

PART -A

Material proposed to be supplied during succeeding week for Break Water /Sea wall / Groynes works (weight)

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

- 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) Date of reporting :

(2) Office address :

(3) Telephone No(o) :
(Mobile No.) :

Sl. No.	Description of item	Name of Locality & Chainage	Quantity as per Agreement (in MT)	The quantity proposed to be supplied in succeeding week (in MT)	Days on which supply will be made	Chainages of Break water/Sea Wall/Groynes where the supplied items of material proposed to be dumped	Up to date Quantity supplied (in MT)	Remarks (If part supply, reference to earlier report and clearance)
1	2	3	4	5	6	7	8	9

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
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Signature
Designation
Official Address
with Date

WORK INTIMATION REPORT - 6 [FIWT Form No.6]

PART B

Material Clearance during current week for Break Water / Sea Wall / Groynes works(Weighment)(After dumping)

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

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

(1) Date of reporting :

(2) Office address :

(3)Telephone No(o) :

(Mobile No.) :

Sl. No.	Description of item	Name of Locality & Chainage	Quantity as per Agreement(in MT)	Quantity supplied in the current week (in MT)	Chainage of Break water/ Sea Wall/Groynes where the supplied items are dumped	M.Book No. & Page Nos. 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 Nos. where entered quantity dumped for the current week	Quantity of material dumped during the current week (in MT)	Up to date Quantity dumped (in MT)	Remarks
1	2	3	4	5	6	7				8	9	10

The Chief Technical Examiner
Finance (Inspection wing - Technical) Department
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Phone : 2462828

Signature :
Designation ;
Official Address :
with Date :

WORK INTIMATION REPORT – 7 [FIWT Form No.7]

OF OTHER ITEMS OF WORK BEFORE COMMENCEMENT

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) Date of reporting :

(2) Proposed date of commencement of the item of work proposed :

(3) Anticipated date of completion:

(4) Office Address :

(5) Telephone No(o) :

(Mobile No.) :

SI No	Description of item	Name of locality or Chainage	Quantity as per Agreement(in m3)	Proposed quantity (in m3)	Up to date quantity (in m3)	Remarks

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

Signature :
Designation ;
Official Address :
with Date :

WORK INTIMATION REPORT -10 [FIWT Form No.10]

[DETAILS OF CIVIL AND ELECTRICAL WORKS TAKEN UP IN CONNECTION WITH V V I P VISIT]

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

Date of reporting :

Date of visit of VVIP:

(1)Office Address :

(2)Telephone No(o) :

(Mobile No.) :

Sl. No.	Name of work	Name of Locality & Chainage	Estimate amount	Mode of arrangement	Date of commencement	Proposed date of completion	Remarks
1	2	3	4	5	6	7	8

The Chief Technical Examiner
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Phone : 2462828

Signature:
Dsignation:
Official address:
with date

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

Department

Inspection report No.....

1 Name of work

(1)Office Address with

2 Estimated P.A.C.

3 Technical sanction No.

(2)Telephone No(o) :

4 Approved P.A.C.

(Mobile No.) :

5 Name of Contractor

6 Agreement No.

7 Tender Excess

8 Date of Handing over of site

9 Scheduled date of completion

SI 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
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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/yr

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]

Quarterly 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 Commencement	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 QUOTATION 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 :