

SUBJECT NO.110

Sub: - VUDA – UFD WING – VISAKHAPATNAM - Policy Decision to be taken up on Tender Procedures and execution of works in Urban Forest Wing, VUDA – Draft Subject Placed VUDA Board – Approval – Reg.

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AGENDA NOTE:-

Urban Forestry Wing in VUDA looks after the Avenue, Greenery and landscaping such as VUDA assets (Parks), Environmental Improvement schemes like Haritha Visakha, Avenue Plantation in VUDA Schemes Greenery in VMR Area, Beautification of Master Plan Roads, Development of New Parks, Maintenance of Nurseries and certain deposit works entrusted by other Government Agencies.

The Budget of Forest Wing, VUDA for the year 2013-14 is as follows:

S. No.	Description	Budget Allocation (Rs.in lakhs)
1	Capital receipts	20.00
2	Capital Expenditure	36.00
3	Revenue receipts	414.00
4	Revenue Expenditure	1348.00

All the works are presently being executed through Petty contract system under the close supervision of Forest Range Officers as per the Technical Sanction accorded by the Divisional Forest Officer with sanction of estimates upto Rs.10.00 lakhs and below.

However, for certain few works tenders were invited in last five years as follows.

S. No.	Description	Value of work (Rs.in lakhs)	Status
1	Providing Sprinkler System, Cost supply and Delivery of plant material, Grass etc., (Deposit work) at Airport.	11.64	Executed through Sealed Quotations and Tenders
2	Procurement of plant material for Deposit works.	169.00	Tenders on unit rate basis

3	Raising of plantation for APSEZ (Deposit work) 1 st year maintenance.	230.00	Tenders invited from transport contractors. However, after 2 nd call work executed through Petty Contract System.
4	Maintenance of landscape at VSEZ (2 nd year maintenance)	74.20	Executed under Petty Contact System only.

The Officers and staff working in UFD Wing are:

- 1) Division Forest Officer (1No) -on deputation from Forest Department/Horticulture Department in the cadre of Deputy Director.
 - 2) Forest Range Officers (2 Nos) - FRO (1 No) from Forest Dept and Horticulture Officer (1 No) from department of Horticulture.
 - 3) Tech persons (3 Nos) - on outsourcing basis.
 - 4) Administrative officer (1 No) - with supported ministerial staff
- l) In regard to execution of works by the DFO's & FRO's of Forest Departments the "Manual of instructions" on Forest works, specifies the following powers and delegations to the Officer's with procedure on "Method of execution" of works etc.
- 1) Power for sanction of Estimates.
 - a) CF – Rs.20.00 Lakhs
 - b) DFO Rs.10.00 Lakhs
 - c) FRO Rs. 0.50 Lakhs
 - 2) Method of execution of works.
 - a) Piece work contract method- Generally to be followed, when the value work is not more than Rs.1.00 lakh.
 - b) Lump Sum contract method – This system should be followed, when value of work is more than Rs.1.00 Lakhs (Major works).
 - c) Nomination of contractors for minor works – This Nomination system should generally be for works costing not more than Rs.1.00 Lakh.
 - 3) Delegation for entrustment of works on nomination.
 - a) CF – Rs. 5.00 Lakhs
 - b) DFO – Rs.3.00 Lakhs
 - c) FRO – Rs. 0.50 Lakhs
 - 4) Delegation of powers for entering into contractors.
 - a) CF – Rs. 20.00 Lakhs
 - b) DFO – Rs.10.00 Lakhs
 - c) FRO – Rs. 0.50 Lakhs

5) Delegation of powers for acceptance of tenders.

- a) PCCF – 15% Excess of the estimated value of the work put to tender
- b) CF – 10% Excess of the estimated value of the work put to tender
- c) DFO – 5% Excess of the estimated value of the work put to tender

Agreement for Nomination works can be concluded either in the form of piece work agreement or in the form of lump sum contract agreement, depending on classification of work as either minor or major.

- II) In view of the above, it is submitted before the VUDA Board to take a policy decision on
- a) Execution of all Development / Nursery / Maintenance works costing more than Rs.1.00 lakh and above through competitive tender procedure except certain works wherever it is not feasible.
 - b) Petty works, works of urgent nature and other emergency works shall be taken up either through Departmental execution (or) Petty Contract System.
 - c) Procurement and maintenance of Tools and Equipment through stores maintained at Nursery.
 - d) All Technical Sanctions and Agreements upto Rs.10.00 lakhs shall be dealt by the DFO, VUDA.
 - e) Estimates more than Rs.10.00 lakhs all Technical Sanctions and Agreements shall be routed through Chief Engineer, VUDA, as Chief Engineer in VUDA was delegated with powers of Chief Engineer for Sanction of Estimates, Concluding Agreements.
 - f) Evaluation of tenders more than Rs.50.00 lakhs, a Tender Committee shall be constituted as per the procedure as deem fit on the Similar lines of Engineering tenders.

Hence, the above policy decisions from (a to f) above are submitted before the Board for favour of kind perusal and approval.

Sl. No.	Subject No.	Subject	Resolutions
57	108	Raising of plantation along the Nalla at Paradesipalem layout and Avenue plantation at Ozone Valley with an estimated amount of Rs. 48,39,200/-.	Agreed subject to getting the Nalla Demarcated clearly by proper survey duly following the GO MS No.168 of MA&UD Department.
58	109	Maintenance of Bio-diversity park in the premises of Rani Chandramani Devi Hospital (RCD) by the VUDA – Estimated amount of Rs.5,40,000/- towards strengthen the existing infrastructure and further maintenance for the year 2013-14 from the Budget available under EIS of Haritha Visakha (Function code no. 4-B-109)	Perused and ratified
59	110	VUDA – UFD WING – VISAKHAPATNAM - Policy Decision to be taken up on Tender Procedures and execution of works in Urban Forest Wing, VUDA – Draft Subject Placed VUDA Board – Approval – Reg	Agreed as proposed. VC should also see that the works involved are not sub divided into less than one lakh to go for number of petty contract works.
60	111	Representation of VUDA pensioners Association for sanction to the payment of Medical allowance of Rs.200/- per month to all the VUDA Pensioners/family pensioners with effect from 01.02.2010 without any damage the existing Medical Reimbursement.	Agreed as per government norms
61	112	Reimbursement of Bus fares- Enhancement of Rates for reimbursement- Approval.	Perused and ratified
62	113	Compilation of Annual Accounts of VUDA for the year 2011-12 and Entrustment of the work of compilation of Annual Accounts for the year 2012-13 to Sri T.L.N Bharathi & Co, Visakhapatnam	Ratified