



भारत सरकार

मध्य रेल

प्रधान मुख्य अभियंता का कार्यालय, छत्रपति शिवाजी महाराज टर्मिनस, मुंबई.

दिनांक: 19.08.2025.

संख्या: W.187.R.GCC-IV

Sr DEN(Co)BB,BSL,NGP,SUR,PA,
CWM/MMR, Dy CE(Br Line) & Dy CE/TM/BSL.

विषय: Deployment of Contractor's Engineer at site.

सन्दर्भ: 1. PCE Circular No. 207 of 2021 dtd. 04.02.2021.
2. Vigilance letter no. G.130/2024/08/0643/V4/V.Con dated 12.06.2025 and dated 13.07.2025.

With reference to the above, instructions have already been issued for ensuring the quality of work and maintaining site records in works contracts in PCE Circular No 207 of 2021 dated 04.02.2021 along with Annexure-B wherein clear instructions have been issued regarding the deployment of Contractor's Engineer/ technical staff.

As per reference (1), during the preventive vigilance check of one of the divisions of Central Railway, it is noticed that Contractor had deployed the Site Engineers for the namesake, without complying the suitability of the Engineers for the specified work, For example: a graduate Mechanical Engineer was deployed to supervise the work of Civil Engineering nature, where Civil Engg expertise was essentially required.

Railway Engineers supervising the works at worksite were also ignorant about this aspect and allowed the deployment of the Contractor's Engineers who were not competent to supervise the above Civil Engg work.

It is hereby advised that all the tender documents shall specifically mention about the deployment of type of engineers, for example, Civil, Mechanical, Electrical etc., depending upon the nature of work in the tender document and to ensure its compliance during work execution.

It is requested to ensure immediate and strict implementation of the above.

DA : As above (Ref 1 & 2)

(राजकुमार वानखेडे)
मुख्य अभियंता एवं डिजाइन इंजीनियर
Rajkumar Wankhede
Date: 19-08-2025 11:34:48
Reason: Approved



No.W.187.R.A./XII/Circular

CENTRAL RAILWAY

3701
मध्य रेल
प्र. इंजीनियर कार्यालय,
छत्रपति शिवाजी टर्मिनस,
मुम्बई - 400 001.
CENTRAL RAILWAY
Principal Chief Engineer's Office,
CHHATRAPATI SHIVAJI TERMINUS
MUMBAI - 400 001.
Date: 04.02.2021

PCE's Circular No. 207 of 2021

Sub: - Ensuring quality of work and maintaining site records in works contracts.

Ensuring good quality of works in the field is prime responsibility of Engineer in charge of work. Various tools and aids are available to the field Engineers in the form of specifications, contract conditions, various fields and laboratory tests etc. In spite of these, many a times, the quality of works is found not up to the mark due to not implementation of the enabling provisions in the contract or improper framing of contract conditions related to the quality.

It is also noticed that proper site records are not maintained for the implementation of conditions of contract and execution of the work as per specifications. Maintaining proper records at construction site is an important prerequisite for effective performance of contract. It helps in project management by way of objectively monitoring progress of works, correct measurements and timely payments, ensuring quality in works as well as also safety of workers at worksites. It also promotes healthy work environment highlighting the type of hindrance to works, their duration and timely corrective actions wherever needed, rational extension of time, record of instructions given by the Engineer to contractor. It also helps in proactive vigilance and fair settlements of disputes at later stage by getting clear insight about what actually happened in the past.

Keeping the above objectives in view, various registers along with its formats to be maintained at worksites and enforcing conditions are given in Annexure 'A'. The registers should be got printed by the divisions and each page should be machine numbered. It shall be ensured that the registers are always kept undated in the field. While processing bills of contractor, a certificate shall be given by Rly's supervisor that all prescribed registers have been maintained and records are kept up to date. The certificate shall be signed by the contractor in token of his acceptance of records in registers. All the registers duly completed and signed by contractor's Engineer and Railway's supervisors should be sent to divisional office at the time of passing of first on account bill as well as with the final bill. The Engineer in charge can further call the registers during passing of other on account bills also if he so desires. The certificate shall also mention that items or materials for which payment is proposed are meeting the specifications passed the requisite tests and records thereof have been duly maintained and there

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are no instructions pending for compliance. ADEN shall test check records and then countersign the certificate and submit the same to sectional DEN/Sr.DEN along with measurement books for passing the bills.

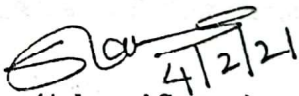
The quality of work also depends upon proper technical supervision by technically proficient staff of the contractor. Contract should have provision for deploying on the works, at all the times, efficient and adequate competent Engineer and Supervisor to execute the work as per specifications. The number of Engineers and Supervisors to be deployed by the contractor should be decided based on the size, nature & requirement of the work. The number of Technical staff to be deployed shall be specified in the tender document itself. Special contract conditions for deployment of Engineer/supervisors are given in Annexure 'B'.

Safety of running traffic at work site and safety of workman is another important area to be taken care of during the execution of works. All the employees of the contractor working at site shall be provided with suitable personal protective gears to ensure their safety at worksites. Suitable conditions in this regard may be added in the Tender Documents in addition to the other existing conditions with regard to safety of traffic & workmen at worksites.

It is important to carry out testing of material being used so as to ensure that it complies to lay down specifications. The testing of material should be done through NABL accredited labs or from reputed Engineering colleges. The contractor will also set up site laboratory for testing of materials as per the requirement and as provided at special conditions of contract in the Contract Agreement. The Material Test Reports (MTC) needs to be properly scrutinized for conformity to the specifications, accepted by the competent authority and are properly preserved.

All concerned shall ensure strict compliance of above instructions. These special conditions of contracts given in Annexure A & B shall be incorporated in all tenders for works contract called hence forth.

DA: - As above


(Ashwani Saxena)
Principal Chief Engineer