Minutes of Review Workshop held on 4th May, 2017 at 4:00 PM in theDPC Conference Hall Sambalpur

A Workshop was organized by OUIDF to discuss issues related to effective execution and monitoring of OUIDF Funded Projects.

The Workshop was convened by Commissioner SMC and included Deputy Commissioner, OUIDF PDA Officials, SMC Engineers and the concerned Contractors. List of Participants is attached.

The highlights of the discussion are presented below:

1. Before the start of a new project, timelines (including all components) for the execution of the project would to be finalized. The project would be tracked based finalized timelines.

2. Revised Timelines would be prepared if the project is falling behind schedule targeting the original completion date.

3. In case of delay due to genuine hindrance, Extension of Time would be provided with valid justification.

4. SMC informed that a monthly billing schedule would not be feasible for all the projects due to the severe manpower shortage. SMC agreed to raise billing based on the progress of the project i.e. minimum Rs. 10 lacs worth of work completed at site.

5. The payments to the Contractors for OUIDF funded project would be made within 20 daysof the receipt of the Bill from the Contractor.

6. Penalty for delays would be enforced when the delay in project is due to the sole fault of the Contractor.

7. For projects upto 1 year completion time, proportionate progress to be monitored by fixing milestones in the timelines. Penal provisions as per OPWD code can be followed for such cases.

8. SMC would provide a monthly progress report based on the format shared by OUIDF team.

9. Contractors to ensure all basic health and safety provisions at site including provision of drinking water, toilets, first aid kit, personnel protective equipment's etc.

10. All OUIDF funded projects must have a signage which includes project name, implementation agency, cost and the following statement "a development project funded by OUIDF, Co-Financed by Federal Republic of Germany through KfW".

11. SMC requested for a resource to be deputed by OUIDF for the monitoring and coordination of OUIDF projects on a regular basis.

12. The Timelines and Issues related to individual projects were discussed:

    a. 4 Bids were received for Kumbarpada pond. The tender shall be finalized by the end of May. However the Work Order would only be issued post-monsoon i.e. October 2017. The project to be completed by end of March 2018.

    b. Motijharan pond to be completed by end of June 2017. The Contractor raised constraints related to availability and movement of boulders needed for construction of

retaining wall due to which the progress of project was slow and hence cannot be completed by the original committed date of 31st May 2017.

c. Tender for balance components of Dhama Road to be floated by 15th May 2017.

d. Sakhipada-A Pond project is on track and would be completed by end October 2017.

e. Modipada Pond is on track and would be completed by end of February 2018.

f. The Gantt Chart prepared for the projects is attached and the same shall be shared with the Contractors.
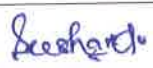
Municipal Commissioner
Sambalpur

ATTENDANCE SHEET

Review Workshop dated: 04.05.2017 at Sambalpur Municipal Corporation.

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SN	Name	Designation	Contact No.	Signature
1.	Shri Samarth Verma	Collector, Sambalpur		
2.	Shri. Bimalendu Ray	Commissioner, SMC	9437085556	Vhr
3.	M.R. Nanda	E.E., SMC	9437007990	2ns
4.	B.B. Mohanty	A.EE SMC	9437253641	
5.	Sudhanta Bhoi	Dy. Commissiong	9438067801	
6.	Pranabananda Sahu	A.E	9437613950	Bab
7.	Debasish Prusty.	J.E	9437633894	
8.	Simanchal Das.	A.E.	9437528732	
9.	Bikramaditya Mohapat	J.E	9439667640	Mpah
10.	Rahul Maviketo	OUIDP - PDA	8146587322	Tah
11.	CA. Shomdip Ghosh	OUIDF-PDA	9830178124	
12.	Narendra Kumar Naik	OUIDF	9437137274	NZ
13.	Prasant Ku. Mund	Costractor	9428121458	
14.	Jayadev Panda	Contralur	8895921416	
15.	SUSHANTA KU. MAHAKUD	J.E. S.M.C.	9937561432	Seesharth
16.				
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