

Transport Bhavan,  
21<sup>st</sup> May, 2013

New Delhi, the

# Office Memorandum

**Sub: Submission of Revised Cost Estimates to IFD – regarding**

It has been observed from the RCE Proposals received in the Finance Wing from the RW that often adequate justificatory/explanatory details are not available in the file. In some cases, Reports of ROs are not enclosed either.

2. To enable IFD to process the proposals appropriately, RW is advised to ensure the following:

- (i) The RCE should be sent **within a reasonable time** to the Ministry.
  - (ii) The ROs **Report with specific recommendations** on each and every item of work, where variation is involved, after a site visit, should be provided.
  - (ii) All documentary evidence/supporting documents/Guidelines of State Government owing to which there is increase in costs/which are relevant to the calculation of the RCE should be provided.
  - (iii) In proposals relating to LA estimates, including compensation for crops, horticulture, structures, private land, common land, forest land, tree cutting etc. requisite details like the **list of items covered under one category** for which compensation is sought, the **no. of beneficiaries** for each category, the name and addresses of the beneficiaries, the basis of calculation for the rates proposed item-wise/category wise, the clearance from Ministry of Environment & Forests, wherever applicable e.g. in case of tree cutting etc should be provided in a tabular form.
  - (iv) Detailed reasons as to why the above facts were not anticipated at the time of preparation of DPR/Feasibility Study should be provided.
  - (vi) If the RCE is on account of lapses on the part of the Consultant/Officials, whether responsibility has been fixed and action that is proposed against the erring persons should be spelt out clearly.
  - (vii) An abstract of Cost Comparison, as per the format enclosed, may also be provided.
3. This issues with the approval of AS&FA.

(Rohit Kumar)  
Director (Finance)  
Tel: 23719097/6531

**Encl: as above**

To  
DG(RD) & SS

**Copy for information to:**

1. Pr.CCA
2. All ADGs.
3. All Joint Secretaries
4. All CEs
5. Under Secretary, Budget
6. PPS to AS&FA

## Abstract of Cost Comparison

Name of the Project under .....scheme								
Length of the stretch under the above Project								
Project Implemented by ...../Mode of Execution.....								
Details of Original Sanction, alongwith Date and Amount								
Details of RCEs, sanctioned earlier, if any, alongwith Date and Amount								
S.No.	Description of item of work	Original Estimate/Last approved RCE		Revised Estimate		Excess (+)/ Saving (-)	%age above (+) or below (-)	Remarks and justification for deviation from the sanctioned estimate
		Quantity	Amount (Rs.)	Quantity	Amount (Rs.)			
	Sub-total							
	Agency charges							
	<b>Total</b>							