

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A State Govt. Undertaking)



Registered Office- Vidyut Bhawan, HPSEBL, Shimla-171004 (H.P.)
Number (CIN) U40109HP2009SGC031255
GST No. HPSEBL 02 AACCH4894EHZB
Telephone No. 0177-2803600, 2801675 (Office), 2658684 (Fax)
Website address www.hpseb.com
E-mail cmd@hpseb.in & directorfa@hpseb.in

No: HPSEBL(Sectt.) 407-10(Misc. PMG)/2019-20- **1795-1811** Dated:- **23-01-2020**
To

The Chief Engineer (Op) South,
HPSEBL, Shimla-04

The Chief Engineer(Op) Central Zone,
HPSEBL, Mandi.

The Chief Engineer (Op) North,
HPSEBL, Dharamshala.

Sub: - Preparation of Cost Estimates and Execution of works for shifting of Existing electrical utilities for National Highway development works by National Highway Authority of India (NHAI) in state of Himachal Pradesh.

Sir,

Enclosed find herewith a copy of Memorandum of Understanding (MoU) signed between National Highway Authority of India (NHAI) and Himachal Pradesh state Electricity Board Limited (HPSEBL) for preparation of Cost Estimates for shifting of existing electrical utilities for NHAI road projects in the State of Himachal Pradesh.

In this context, it is, requested to adopt the guidelines/ procedures for preparation of Cost Estimates for electrical utility shifting for strict compliance as per the approved memorandum in letter and spirit.

Further, already sanctioned estimates under your respective zones may also be revised on the same pattern please.

“Strict Compliance”.

DA:- As above

Yours Sincerely,

23/1/2020.

**Chief Engineer (P&M),
HPSEBL, Vidyut Bhawan,
Shimla-171004.**

Email: cepmhpsebl@gmail.com

Copy to:-

1. The Managing Director, HPSEBL, Shimla-04 for kind information please.
2. The Director (Op.). HPSEBL, Shimla-04 for kind information please.
3. The Regional Officer, Regional office, National Highway Authority of India (NHAI) Chakkar, Shimla-05 for kind information please.
4. All the Superintending Engineers (Op.), under HPSEBL for kind information and similar necessary action.
5. The Superintending Engineer (IT) for uploading the MoU on the website of HPSEBL.

DA:- As above

**Chief Engineer (P&M),
HPSEBL, Shimla-04.**

Signing of Memorandum of Understanding

On dated 22.01.2020

Between

National Highway Authority of India (NHAI)

Ministry of Road Transport & Highways

Government of India.

And

Himachal Pradesh State Electricity Board Limited (HPSEBL)

Undertaking of Government of Himachal Pradesh

Sub: Preparation of Cost Estimates and Execution of works for Shifting of Existing Electrical utilities for National Highway development works by National Highway Authority of India (NHAI) in state of Himachal Pradesh.

National Highway Authority of India (NHAI), Govt. of India is executing various Highway development works in the state of Himachal Pradesh for up gradation of existing National Highways. In these National Highways Development works, there is a need of shifting of existing electrical utilities coming in proposed alignment of widening/up gradation Projects of National Highways. Presently, representatives of NHAI approach various field offices of HPSEBL for providing Cost Estimates for shifting of existing electrical utilities. Due to contradiction in circulars/guidelines of NHAI & HPSEBL, there is a long delay observed in finalization of Cost Estimates which leads to delay in execution of project at utility shifting locations. This Memorandum of Understanding is aimed to resolve such contradiction & setup common procedure for preparation of estimate for shifting of electrical utilities coming in alignment of National Highway projects executed by NHAI in the state of Himachal Pradesh. The work of shifting of existing electrical utilities on self execution basis will be done under supervision of HPSEBL by contractor/concessionaire of NHAI who is executing the work of widening/development/four-laning of concerned National Highway stretch.



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Following procedure for preparation of Cost Estimates for shifting of existing electrical utilities shall be adopted diligently by NHAI & HPSEBL:-

1. The request letter of NHAI, for shifting of existing distribution electrical utilities shall be accepted at concerned circle office of HPSEBL and the same shall be forwarded to the concerned division office for survey and preparation of Cost Estimates within a week time.

A joint committee consisting of concerned Project Director (NHAI) & concerned Executive Engineer (HPSEBL), shall carry out joint survey of proposed utility shifting locations. The Sr. Executive Engineer shall inform the NHAI authorities the suitable date for carrying out joint survey and the work of joint survey shall be completed within 7 days from receipt of request letter by Sr. Executive Engineer of HPSEBL ...SOP- 1 week..

2. On finalization of date of carrying out the joint survey of the site where shifting is to be carried out shall be done by the joint committee constituting of concerned Project Director (NHAI) or his representative and concerned Sr. Executive Engineer (HPSEBL) or his authorized representative and joint survey report shall be prepared, which will be signed by all the members of the committee. However providing ROW required for shifting of infrastructure shall be sole responsibility of NHAI. Single line diagram showing existing electrical utilities and proposed shifting shall be prepared in the joint surveySOP- 1 week.

3. Cost Estimate shall be prepared on the basis of joint survey report using the prevailing cost-data of HPSEBL, the mandatory charges applicable for such type of work shall be considered while preparing Cost Estimate----SOP- 1 week.

4. The cost estimate prepared shall include single line diagram showing existing Electrical Utilities and proposed shifting of utilities. The said estimate shall be sent for technical vetting and issuing of demand note for deposit of Mandatory Charges to competent authority. ----SOP- 1 week.

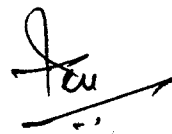




5. The following points shall be taken care while preparing cost estimate:

- a) The estimate shall be prepared as per latest Cost Data Book/SOR/policy circulars of HPSEBL department and for non-SOR items, market rate taken in the estimate shall be supported by documentary proof such as minimum 3 quotations or latest purchase order/latest awarded rate (LAR).
- b) The mandatory charges i.e. Departmental/administrative/supervision charges @2.5%, inspection charges and GST on Departmental /administrative/supervision charges and Revenue loss during shutdown shall be taken in the estimate as per HPSEBL guidelines/Policy circulars.
- c) The items taken in the estimate shall be of same specifications existing on site before utility shifting. There shall be no up gradation of items of utility shifting unless it is obsolete item as on today. A no up gradation certificate duly signed by the utility owing department shall be submitted in this regard. HPSEBL shall be at the liberty to make the provision of underground cable in place of overhead conductor where so ever necessary. The NHAI shall provide warranty for the material used for newly erected infrastructure. The warranty for equipment's etc. shall be minimum for three years.
- d) It shall be ensured that shifting of existing electrical utilities coming in proposed alignment shall only be taken in the estimate. An essentiality certificate duly signed by the utility owing department shall be submitted in this regard.
- e) The provision of utility duct shall be there in the prepared estimate where ever necessary and which shall be equal to the number of overhead crossings. Further, the execution of work of laying of ducts/underground utility shall be duly certified/executed in presence of HPSEBL. These works shall be executed only by Class-A Contractor. The PERT Chart shall be submitted by NHAI Contractor for execution of work. Timely intimation shall be given for approval of shutdown. No work shall be executed on live line without proper shutdown.





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6. Utilization of old material:

- a) Since the assets has to be erected first and then present assets is to be dismantled hence no old material can be reused. The salvage value for reusable material and scrap value for non-reusable material will be provided by HPSEBL to NHAI in the estimate itself.
 - b) If the old materials are not of standard rating /obsolete as on today then new material of standard rating shall be used as per prevailing Cost Data Book /SOR of HPSEBL.
 - c) NHAI will dismantle existing electrical utilities and the dismantled material thereof will be deposited in concerned store of HPSEBL. The HPSEBL will give credit of the dismantled material in the estimate itself only.
 - d) The final decision regarding reuse of old material will be taken by HPSEBL and will prevail.
 - e) The dismantled material shall be returned by the contractor of NHAI in the store of HPSEBL and accordingly the HPSEBL shall issue challan/proof in regard of such submission in their stores to the contractor & copy of that challan/proof to NHAI. The store return warrant shall be issued in the name of NHAI (concerned Project Director).
7. Minor Civil works required during electrical utility shifting for stability and reliability of power system will be taken care by NHAI (through its contractor) at its own cost.
8. Utilization certificate of inspection charges and shutdown charges shall be submitted by HPSEBL after completion of utility shifting work.
9. The labour cess @1% will be deposited directly by NHAI to concerned labour Department.
10. After payment of mandatory charges on demand note, NHAI shall be allowed to execute the work as per route plan provided by concerned division of HPSEBL. NHAI shall get the specifications & Guarantee Technical Particular (GTP) of material be used approved from HPSEBL. Preference should be given to registered vendors working with HPSEBL for purchase of material so that the quality is maintained. NHAI shall not deduct any TDS from Mandatory charges.





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11. The work will be supervised by HPSEBL officers during execution for quality and quantity as per guidelines/regulations of HPSEBL/REC standards. The payment of utility shifting to NHA Contractor will be done by NHA after the bills/cost abstract of work done is duly verified by concerned official of HPSEBL.

12. Efforts should be made to execute the work as per sanctioned estimates. However, in case due to some reason, deviations in the scope of work becomes necessary during the execution of works, the same shall be done after taking approval from the cost estimate sanctioning authority of HPSEBL. Further action on the same shall be taken by Competent Authority of NHA.

13. The above guidelines are applicable for preparing the Cost Estimates for executing the work of electrical utility shifting coming in alignment of Highway development works by NHA in the state of Himachal Pradesh.

14. The pattern of General Abstract of Cost to be followed by HPSEBL during preparation of electrical utility shifting estimate is as below:

General Abstract of Cost:

Sr. No.	Name of Charges	Amount (Rs.)
a)	Total cost of material as per latest Cost Data Book/SOR/Policy Circular/Latest Award rate.	
<u>Other charges (including overhead charges):</u>		
b)	Transportation Charges as per latest Cost Data Book.	
c)	Erection Charges as per latest Cost Data Book.	
d)	Contingency@3% on (a)	
e)	Labour cess @1% on (a+b+c).	
f)	GST charges@ 18% on (a+b+c).	
g)	Departmental/administrative/supervision Charges @2.5% on (a+b+c+d)	
h)	GST on departmental/administrative/supervision charges @ 18% on (g)	
Sub Total (a+b+c+d+e+f+g+h)		
<u>Other Mandatory charges:-</u>		
i)	Site inspection charges as per HPSEBL Norms.	
j)	Inspection Fee of Chief Electrical Inspectorate office.	
k)	Shutdown charges as per HPSEBL rates.	
L)	Credit of dismantled material (-)	
Grand Total (a+b+c+d+e+f+g+h+i+j+k-L)		
Amount of works to be done by NHA Contractor.		(a+b+c+d)
Advance mandatory charges to be deposited by NHA to HPSEBL on demand note.		(g+h+i+j+k-L)

[Signature]


[Signature]

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15. The provision of contractor's profit has not been incorporated in the estimates prepared by HPSEBL as per para 14. The same shall be considered accordingly by NHAI. Further GST is taken in the estimate @ 18 % for estimation purpose but the payment of GST to NHAI contractor will be paid by NHAI as per actual on submission of proof.

16. Any Variation in this Memorandum of Understanding shall be with prior consent of competent authorities of HPSEBL & NHAI.

On behalf of NHAI

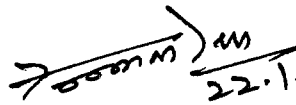

22.01.2020

Regional Officer

Regional office, Shimla, H.P.

National Highway Authority of India.

On behalf of HPSEBL


22.1.2020

Chief Engineer (P&M)

Himachal Pradesh State Electricity Board Limited

Shimla, H.P.