

Sub: Construction Management System - Circular No.- 69**Ref: Guidelines for Variations in the contract for RUSDIP- (RUSDIP - Phase II) works.**

Methodology for approval of variations has already issued through Circular-39. In continuation to the circular issued (Circular-39), following guidelines for variations are issued for timely completion of the projects;

1. No new work should be taken up beyond the original scope of the work without prior approval from IPMU. If any change is genuine and required necessary for getting the intended use of the work, EE, IPIU shall take prior approval of PMU before execution of such work.
2. Variation in any new contract in general should be analyzed in three stages ie. initial stage, intermediate stage and final stage and not more than 3 variations in any package should generally be submitted. All likely variations at initial stage shall be analyzed immediately after the issuing of all design, drawings. For ongoing contracts, DSC & IPIU shall prepare variations and submit within a fortnight. Balance variation if any can be submitted at final stage.
3. It should be ensured that sanction for variation shall be taken from the competent authority prior to the execution of the extra/ excess work. However, in case of any time being taken in the analyzing or approval of detailed variations, in-principal approval should immediately be conveyed by EE, IPIU to contractor after approval from PMU and variation should be submitted within a fortnight.
4. The Reason for variation for each item should be elaborated in the variation. If, there is abnormal variation in any package, the reason for abnormal variation should be clarified specifically.
5. Unnecessary queries should not be raised on files so that undue delay is not caused. Submissions should be made in light of contract, schedule of powers & interest of project.
6. IPMU shall process approval of variation in a fortnight including the time taken to get clarifications from IPIU & DSC. The Controlling officers in IPMU should follow up at their level. IPIU & DSC must ensure that clarifications are submitted immediately after communication from IPMU.

All the members of PMU, IPIU, IPMC and DSC should abide this circular.


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