

F3 (106) (32)/RUSDIP/PMU/CMS/2007/10740-49

Dated: 12.10.2012

Sub: Construction Management System: Circular – 68

**Ref: Earlier CMS circular nos.- 22, 44, 51 and 67 for availing Excise/
custom duty exemptions under different packages of RUIDIP.**

It has been observed that the Guidelines issued vide above **CMS circulars** are not being followed for proposing Essentiality Certificates under GOI Notification No. 108/95 & 84/97 for availing Excise/ custom duty exemptions under different packages of RUIDP and EC's are returned back by the FD due to minor mistakes in the ECs or in the enclosures submitted. It ultimately delays the complete process and is required to be submitted again. Therefore, in addition to above circulars following should always be checked while proposing ECs in future:-

1. There should not be any calculation mistake in the enclosed sheets e.g. cement requirement, inclusion of variation quantity etc.
2. EE, IPIU should ensure the correctness of address of the Vendor/ Manufacturer & description of material as per BOQ. It is observed that ECs are returned frequently by IPIUs for new ECs against previous issued ECs due to change or incomplete address of the supplier/vendor.
3. If there is any variation or provisional time extension has been approved in any Contract; the duly signed and approved copies of these documents should be enclosed with the EC.
4. In Turnkey Packages an office order from concerned EE, IPIU should be issued for the various items/quantities of material estimated for the work and while sending an EC this order should be enclosed.
5. While submitting an EC for revalidation the reason in detail should be given with the responsibility of its non/part use. The Finance Department is frequently revalidating such ECs with the remark of "improper/poor monitoring of RUIDP".
6. While submitting an EC every time purchase order of equal or more quantity of EC quantity should be enclosed or reference of old issued Purchase order with its copy for ready reference should be enclosed for further processing of EC.
7. While submitting a new EC possibility of its expected use should be kept in mind and EC should be submitted accordingly with sufficient validity period with probable reason.
8. In the forwarding letter, while submitting an EC for re-validation; suitable reasons in detail of non utilization of the EC in the validity period should be given & copies in support should be enclosed.



**(Dr. Prithvi Raj)
Project Director**

F3 (100)/RUIDP/PMU/CMS/2007/ 10790-44

Date: 12.09.2012

Copy to the following for information and necessary action:

1. Addl. Project Director/ FA/SE (WW)/ (WS)/ (R&B)/ Dy. PD (Adm.) & Sr. AO /All POs / All APOs/ AO/ AAO/ PA to PD, PMU, RUIDP, Jaipur
2. Executive Engineer, IPIU, RUSDIP.....
3. Team Leader, IPMC/ DSC I, Jaipur, DSC-II, Jodhpur, DSC-III, Kota, RUSDIP
4. DTL/ACM DSC, RUSDIP (Concerned), Alwar, Baran, Barmer, Bharatpur, Bundi, Chittorgarh, Churu, Dholpur, Jaisalmer, Jhalawar-Jhalarapatan, Karauli, Nagaur, Rajsamand, Sawai Madhopur and Sikar.
5. ACP, PMU, RUIDP, Jaipur to send by e-mail.


Dy.Project Director (T)