

Government of West Bengal

Public Works Department, Works Branch

Nabanna, 8th Floor, 325, Sarat Chatterjee Road, Howrah-711102.

No.405- W(C)/1M-15/2022(Pt-6)

Dated:10.11. 2022

From: The Joint Secretary to the Government of West Bengal

- To :
1. The Engineer-in-Chief & Ex-officio Secretary, Public Works Department
 2. The Chief Engineer, South Zone, Public Works Directorate
 3. The Chief Engineer, North Zone, Public Works Directorate
 4. The Chief Engineer, West Zone, Public Works Directorate
 5. The Chief Engineer, Planning, Public Works Directorate
 - ✓ 6. The Chief Engineer(Electrical)-1, Public Works Directorate
 7. The Chief Engineer (Electrical)-II, Public Works Directorate
 8. The Chief Government Architect & Ex-officio Chief Engineer, Public Works Directorate

The undersigned is directed to forward herewith a copy of Minutes of the Meeting held on 17.10.2022 in the Conference Hall (8th Floor of Nabanna) in connection with the lift installation in Government buildings to minimize the time for execution of lift installation, and to request him to circulate the same amongst the Engineer Officers concerned under his jurisdiction for information and disposal.

Encl: As stated above



Joint Secretary

Public Works Department

No.405/1(3) W(C)/1M-15/2022(Pt.-6)

Dated :10.11.2022

Copy forwarded for information and necessary action to:

1. The Financial Adviser, Public Works Department
2. The Sr. P.S. to the Secretary, Public Works Department
3. Guard File



Joint Secretary

Public Works Department

Minutes of the meeting held on 17.10.22 in the Conference Hall (8th Floor of Nabanna in connection with the lift installation in Government buildings to minimize the time for execution of lift installation.

An emergent meeting was held at Nabanna Conference Hall (8th Floor at 3PM to take immediate steps in connection with the lift installation work to minimize the time for execution of lift installation

The meeting was presided by the Secretary, PWD and it was attended by the E-in-C, PWD, CE (W) E, PWD , CGA, Govt of West Bengal, and the representatives of OTIS Elevator Company (India) Ltd, Shindler (India) Pvt. Ltd, and KONE Elevator (India) Pvt.Ltd.


After discussion of all the issues relating to lift installation in Govt buildings, hospitals etc, and the following decisions were taken in addition to the resolution of previous meeting on 24.08.16.

1. All of the manufactures have mentioned that lift installation usually takes six to seven months time from the date of LOI.
2. TIA should always upload civil plan and elevation of Building drawing endorsed by CGA, PWD.P.W.D (El) will take help tendering process in advance.
3. On issuance of LOI EE (El), EE (Civil) and lift Agency will have to visit the site of installation and sit together for finalisation of time schedule of allied civil works (related to lift shaft and lift machine room including lift facia etc for expedition of lift installation work finalize the time schedule depending upon the site condition)by PWD (Civil) with in fifteen days from date of issuance of LOI.The CGA PWD will issue general guideline about colour of facia in advance.
4. TIA should put additional tender clause that bidder shall have to upload mile stone event in the form of bar chart in the technical bid document and if selected bidder has to maintain that time frame unless there is hindrance at site. Cause of such hindrance which might delay the work execution shall have to be put in record by the EE (EL).

5. If there is hindrance at site the entrusted bidder should also brought to knowledge of Engineer – In –Charge as well as Nodal Engineer with copy endorsed to SE and CE (Both Civil & Electrical) who has to act to sort out those issues if not settled in the EE's level.
6. PWD (Civil) will henceforth ensure that by the time the material for lift infrastructure arrives on site, the provisional safe place for storage of lift materials is ready to prevent theft or pilferage of lift materials from site of work which delays the project execution in many cases. The CGA shall have to mention such facility in drawing.
7. Fund demand of 80% of accepted amount will have to be placed with concerned Department / Authority immediately on issuance of LOI and also for all legacy projects if not done earlier.

To mitigate the pendency of the outstanding dues from the Govt. Of WB; all of the lift Original Equipment Manufacturers, are being requested to provide separate consolidated division wise list of outstanding dues to the Public Works Department for projects like Original Work / Modernisation / Security Deposit / Cost of annual Maintenance service charges etc for early settlement of those issues.

The meeting ended with vote of thanks to the chair.


(Antara Acharya)
Secretary,
Public Works Department