

THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.
BHUBANESWAR – 22.

OFFICE ORDER

No. _____/OPHWC

Date : / / 2016

Consequent upon joining of Er. Sk. Nasrulla as Executive Engineer ; following duty distribution is made between both Executive Engineers.

1. Sri R.S.Patnaik:- Designated as DGM (Engg.)
 - a. He will look after all Estimates & Tenders and related work; amounting to less than Rs. 50 lakhs.
 - b. In addition to above, he will do any other job assigned to him by Chief Engineer.
2. Sri Sk. Nasrulla:- Designated as DGM, D&D (Civil)
 - a. He is responsible to the Chief Engineer directly. He shall act as a Staff Officer of C.M.D.
 - He is responsible for preparation and timely submission of estimate to the user Departments.
 - He will coordinate with the User Department relating to A/A and release of funds.
 - He will maintain Data Sheet in connection to the estimated cost, A/A cost, tenders differential cost etc.
 - He will monitor the estimate section and ensure the correctness of the estimates submitted for Technical Sanction by the Chief Engineer.
 - He will monitor and organise the Design Cell in association with the Architect Consultant and also ensure the correctness of the Structural Design with its Design parameters.
 - He will be the member convener of the Tender Committee for all the F2 Contract works and procurement of materials related to Civil Works above 50 lakhs .
 - He will be responsible for correctness of the BOQ of all the projects above 50 lakhs uploaded in the e-tendering format and also remain present at the time of opening of the Tender.

- He will ensure the prompt correspondences in connection to the project files as specified in "Intra-section Co-ordination in Corporate Office.
 - He will be assisted by one or more Dy. Manager for the efficient management of the section.
- b. Besides above, he will look after all estimates & Tenders amounting to more than Rs. 50 lakhs.
- c. In addition to above, he will do any other job assigned to him by Chief Engineer.

This will be effective immediately. This order is issued in supersession to all previous orders in this regard.

Sd-

Chairman-cum-Managing Director

Memo No. _____/OPHWC

Date: / / 2016

Copy to the Chief Engineer (Civil), OPH&WC/ G.M.(Tech.)-cum-S.E., OPHWC. Bhubaneswar for information & necessary action.

Sd-

Chairman-cum-Managing Director

Memo No. 5805/OPHWC

Date: 25 / 15 / 2016

Copy to person concerned/ All Joint Managers Divisional Office /Financial Advisor/ Company Secretary/Chartered Accountant/ Joint Manager (Monitoring)/ Joint Manager (Elect.)/ P.F./Section Officer (Establishment) for information & necessary action.



Chairman-cum-Managing Director