

COMPLETION REPORT

1. Name of Work :
2. Amount of AA&ES and Date :
3. Date of Commencement :
4. Date of Completion :
5. Date of expiry of defect liability period :

- a) Certificate that the above work has been completed in all respects as per the sanctioned scope and specifications laid down
- b) The handing/taking over note is enclosed.
- c) Sub-standard/defective work as and when pointed out by K.V/KVS authorities shall be rectified by us during the defect liability period.
- d) Two sets of all working drawings (i.e. location plan, architectural civil, electrical, structural, service civil & electrical) and also drawings approved by local bodies have been handed over to Principal for his/her record and future reference.

Station : _____

Date: _____

SIGNATURE OF EX. ENGINEER/ GARRISON ENGINEER/
PROJECT MANAGER WITH DATE AND SEAL

COUNTERSIGNED BY PRINCIPAL OF KENDRIYA VIDYALAYA
WITH DATE AND SEAL

FINAL EXPENDITURE STATEMENT
(FOR SETTLEMENT OF ACCOUNT)

1. Name of Vidyalaya :-
2. Name of Works :-
3. Amount of AA & ES :-
4. KVS Sanctioned No. and Date :-
5. Total amount deposited by KVS :-
6. Final expenditure incurred :-
7. Completion Cost :-
8. Date of final bill :-
9. Savings (+)/Excess (-) :-
10. If savings, details of DD/Cheque No. vide which unspent balance sent to KVS :-
11. **In case of Excess:-**
 - a) Within 10% of AA&ES - attach proper justification for increase in cost(item wise) as per estimate details of deviations, if any, escalation paid in terms of contract etc. (A detailed statement of case be enclosed). :-
 - b) Beyond 10% of AA&ES - attach proper revised estimate based on completion cost (preliminary revised estimate will not be entertained) duly recommended by CEs Zone :-

Certified that:-

- a) The work(s) have been completed satisfactorily as per the sanctioned scope and specifications laid down.
- b) Final expenditure is as per completion cost (final bill settled & audited).
- c) All defects pointed out by Monitoring/Inspection Committee have been rectified or shall be rectified during remaining period of defect liability.

SIGNATURE OF EX.EN./GARRISON ENGINEER/
PROJECT MANAGER WITH DATE AND SEAL

DIVISIONAL/UNIT ACCOUNTANT

COUNTERSIGNED BY

PRINCIPAL OF K.V.
WITH DATE AND SEAL

NO DEFECT CERTIFICATE

- NAME OF WORK : _____
- DEFECT LIABILITY PERIOD : FROM _____ TO _____

This is to certify that the construction agency has rectified all the defects as pointed out from time to time before handing/taking over of the work on _____ .

2.0 The defects which were pointed out during the defect liability, after taking possession of the work have been rectified

SIGNATURE OF PRINCIPAL
OF K.V. WITH SEAL

DATED: _____

CERTIFICATE

It is certified that:-

- a) All works as per the scope of estimate taken up and completed successfully and no work is left out.*
- b) The variation in the completion cost (if any) in relation to the sanctioned amount of AA&ES exclusively pertains to this project only (if applicable).
- c) The expenditure incurred against this work is up to the date of completion/handing over only.

SIGNATURE OF EX.EN./
GARRISON ENGINEER/
PROJECT MANAGER
WITH SEAL

DATE: _____

*IF SOME WORKS LEFT OUT ATTACHED DETAILS OF SUCH WORK WITH ESTIMATED PROVISIONS AND ALSO INDICATE ON SEPARATE SHEET REASONS FOR NOT TAKING UP THESE WORKS.

STRUCTURAL SAFETY CERTIFICATE

NAME OF WORK : _____

DATE OF COMPLETION : _____

CONSTRUCTION AGENCY : _____

Certified that the construction of _____
at Kendriya Vidyalaya, _____ has been carried out with
proper earthquake provisions as per the structural design ^{*} approved by IIT/Govt.
Engineering College _____ and the building, which has been
constructed, is STRUCTURALLY SAFE.

(SIGNATURE)
HEAD OF THE DEPARTMENT
WITH SEAL
(Contr. Agency)

Date: _____

* - In case of const. agency other than CPWD/MES only.
- CPWD/MES may delete the line (underlined)

REASON FOR VARIATION IN COST

<u>Name of Component</u>	<u>Estimate Provision</u>	<u>Revised Estimate</u>	<u>Actual Expenditure</u>

REASONS FOR VARIATIONS

REASONS FOR DELAY IN START/COMPLETION OF WORK

(i)	Name of Work		
(ii)	Stipulated Date of Start		Stipulated date of completion
(iii)	Actual Date of Start		Actual date of completion
(iv)	Delay period in Months		Delay period in Months

REASONS FOR DELAY IN START OF WORK

S.NO	ACTIVITY	REASONS FOR DELAY	PERIOD OF DELAY IN MONTHS

REASONS FOR DELAY IN COMPLETION OF WORK

S.NO	ACTIVITY	REASONS FOR DELAY	PERIOD OF DELAY IN MONTHS

**Signature of Executive Engineer/
Garrison Engineer/Project Manager**

Details of FUND RECEIVED from K.V.S. and DEPOSITED with CONSTRUCTION AGENCY.

Install-ment Number.	AMOUNT SANCTIONED by K.V.S.	DATE of SANCTION by K.V.S.	DATE of RECEIPT by PRINCIPAL	DATE of DEPOSIT With AGENCY	AMOUNT DEPOSITED with AGENCY	Remarks.
1.	2.	3.	4.	5.	6.	7.
Total (Rupees _____)						Rs.

Signature of PRINCIPAL,
Kendriya Vidyalaya, _____.

SIGNATURE of Exe.Engineer/ Garrison Engineer/ Project Manager
with DATE and SEAL (in CONFIRMATION of COLUMN Number 5 & 6).

DETAILS OF ROJECT ACTIVITIES OF K.V. IN TIME SCALE

<u>S. NO.</u>	<u>ACTIVITY DETAILS</u>	<u>REMARKS</u>
	AA & ES issued by KVS	
	First Installment of Rs. _____ released.	
	Preparation of tender document	
	NIT	
	Tender Received back	
	Work order given	
	Date of start of work	
	Work completed and Building handed over to KV.	

SIGNATURE OF EX.EN./
GARRISON ENGINEER/
PROJECT MANAGER
WITH SEAL AND DATE

SUMMARY OF COST

NAME OF WORK :- _____

Name of KV :- _____

Name of Construction Agency :- _____

<u>Sl. No.</u>	<u>Item of work</u>	<u>Estimated cost</u>	<u>Completion cost</u>
1.	Site Clearance, if any		
2.	<u>School building</u> a) Cost of Building including internal services (WS, Sanitary installation and Elec. Installation) b) Total covered area building on all floors _____ Sq. Mtrs. c) Hence cost of building portion Rs. _____ per sq. mtrs.		
3.	<u>External Services:</u>		
	a) Internal Roads/Paths		
	b) Ext. Water Supply		
	c) Ext. Electric Supply		
	d) Sewage disposal including Septic Tank & Sack Pit.		
	e) Area drainage (surface drain)		
4.	Demarcation Wall		
5.	Hard Strengthening		
6.	Assembly Stage		
7.	Water Turf		
8.	Canteen		
9.	Cycle Stand		
10.	Play Ground		
	Add Contingencies		
	Ad Departmental Charges		
	Grand Total		

SIGNATURE OF HEAD OF OFFICE
WITH SEAL
(Const. Agency)

Certificate

(Extract of GFR 2005 Rule No. 132)

(Reference: CPWD Works Manual 2014.)

Final payment of work shall be made only on personal certificate of the Officer-in-charge of the execution of work in the format given below.

FORMAT

I _____, Executing officer of _____
_____ (Name of the work)
am personally satisfied that the work has been executed as per specifications laid down in the Contract Agreement and the workmanship is up to the standards followed in the industry.

Signature of Officer- in - charge