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Dte of Contract Management  
Military Engineer Services  
Engineer-in-Chief's Branch  
Integrated HQ of MoD(Army)  
Kashmir House, Rajaji Marg  
New Delhi - 110 011

66546/P-8/ 16 /E8

16 May 2013

List 'A' & 'B'  
ADG (OF & DRDO)

### **PRODUCTION OF PURCHASE VOUCHERS**

1. Instructions were issued in connection with production of vouchers by contractors vide letter No 66546/P-8/29/E8 dated 10 Jun 2011 and 66546/P-8/131/E8 dated 21 Dec 2012. In spite of repeated instructions it has been brought to the notice of this HQ that lower formations are insisting on purchase vouchers for each and every material procured by the contractor. The instructions issued earlier are clarified & modified in following paras which shall be strictly complied with and henceforth further reference shall be made to this letter only in this regard.

2. Condition 10 of IAFW-2249 General Conditions of Contracts lays down detailed requirements of materials to be procured by the contractor. There is no express mention of submission of vouchers in the said condition. However, there is only an implied provision about it by a mention that contractor shall, if requested by Engineer-in-Charge provide the documents to support the materials so supplied conform to the laid down specifications in the contract. However, purchase vouchers for each and every material procured by contractors are being insisted by the ground executives.

3. It has been decided that contractors will be required to submit purchase vouchers only in respect of items for which payment is claimed in RAR as "Material lying at site". Purchase vouchers in respect of balance items will not be required to be submitted. However, vouchers in respect of cement, steel, major E/M equipments like transformers, DG Sets, pumps, motors, AC and lift equipments will be submitted invariably.

4. For all original works, keeping in view specific provisions and circumstances for each contract, the Accepting Officer may find necessary that certain additional items may require verification of vouchers. In such cases the Accepting Officer shall list such items in the tender. The list should be work specific and not general in nature. E-in-C directs that Accepting Officer will decide in each such tender the requirement of verification of purchase vouchers of such items and minutes of approval of such necessity shall be kept on record.

(contd)

5. Purchase of cement and steel of approved manufacturers from their local dealers is permitted in case of all maintenance, special repairs, minor, revenue and low budgeted capital works having no structural work in the scope. Accordingly, purchase vouchers from local dealer shall suffice in such cases. Purchase vouchers of bitumen should not be insisted upon when the contractor is purchasing the macadam from approved hot mix plant.
6. In case of no makes specified in the contract for a particular item, BIS marked/approved items from BIS approved manufacturers should be incorporated. Detailed instructions on the issue has already been issued vide 66546/P-16/05/E8 dated 30 Jul 2009 which are incorporated under para 16.1A of Manual on Contracts 2007 (Reprint 2012).
7. The contents of para 8.2(n)(vii) on page 84 and 85 and para 11 on page 320 & 321 of Manual on Contracts stand amended accordingly. Needful amendments to ibid paras shall follow.
8. Instructions to list 'C' & 'D' may please be circulated at your end.



(ND Bhagatkar)  
Jt DG (Contracts)  
for Engineer-in-Chief

Copy to:

1. MES Builders Association of India (Regd)  
Head Office 807-808, Sahyog 58  
Nehru Place, New Delhi-110019
2. DG MAP
3. All CCES

Internal

PC-33445/ADM-4/E8 : This file has not approved by E-in-C

36073/MES BAI/E8