

**PROCEDURE FOR ELECTRIFICATION
OF HOUSING SCHEMES BY SPONSORS
THROUGH THEIR OWN CONTRACTORS
/ CONSULTANTS**

May, 1998



PAKISTAN
WATER AND POWER DEVELOPMENT AUTHORITY

GENERAL MANAGER (PE&S)
WAPDA, 8TH FLOOR LDA PLAZA,
LAHORE.

No. 4467-80 /GM(PE&S)/CE(DP)/

Dated, 21 /05/1998.

Subject:- PROCEDURE FOR ELECTRIFICATION OF HOUSING
SCHEMES BY SPONSORS THROUGH THEIR OWN
CONTRACTORS/CONSULTANTS.

In supersession of this Office Order No. 7628-40/PS/MDD/GMO/DHQ/327L dated 03.11.1994 and in view of promoting development of Housing Colonies, the option is given to the Sponsors for carrying out electrification of their Housing Schemes through WAPDA approved Contractors with immediate effect subject to the following conditions:-

1. The Sponsors/Developers of Housing colonies shall submit to Chairman AEB proposals of design and layout for electrification of housing schemes through Consultants. The concerned Chairman AEB will carry out necessary scrutiny and vetting of the proposals at a charge 1.5% of the estimated total capital cost of electrification which shall be credited to WAPDA.
2. All Professional Engineers registered with the Pakistan Engg. Council and approved as Designers by that body and who are not serving the Govt. or the Autonomous Bodies are authorized to prepare design for electrification according to WAPDA's Standard Specifications and practice.
3. The Sponsoring Agency will indicate whether it wants to get the work done by WAPDA or otherwise. In case it decides to carry out the work through WAPDA approved Contractors, the contractor shall not be the same as the Consulting Engineer. The work will be carried out strictly in accordance with WAPDA standard design and Specifications, copies of which can be had from office of G.M.(PE&S) or from the office of Chairman AEBs on payment.

4. PROCUREMENT OF MATERIAL

- a) Sponsor of the scheme exercising the option of procuring the material through its own arrangements will bear full responsibility for the procurement and installation of quality material according to WAPDA's approved Specifications from the manufacturers approved by WAPDA. The colour code of such material shall be different from that of WAPDA (e.g. Transformer to be of Blue Colour, codes are given in Annexure. This shall be stipulated in the Purchase Order. In case WAPDA's material is found installed, WAPDA reserves the right to lodge F.I.R. against the Sponsor. All Purchase Orders shall be vetted by the Design Department of AEB, before issuing to the firms/manufacturers.

- b) Sponsor will not purchase/use any material bearing WAPDA Monogram or WAPDA's colour scheme or identification.

The above purchase procedure Para-4 (a & b) will also be followed by the Developers desiring one-point bulk supply for laying out their own electrical network which shall be operated and maintained by them.

- c) The procurement of the material will be done by the Sponsors from WAPDA's approved Manufacturers and its installation can only be entrusted to the Contractor. In no case contractor will be allowed to procure the material and accomplish the job on turn key basis.
- d) The procurement of material by the Sponsors will under go stage and final inspection by C.E(MI) WAPDA as given in para 5.
- e) The Sponsors will keep and pass on the following record to the office of Chairman Area Electricity Board while procuring the material:-
- i) Purchase Order showing clearly the name of the manufacturer, quantity, type & make, cost & equipment identification.
 - ii) Invoice bearing the name of the Sponsor of the Housing Scheme with cost of material and Sales tax paid.
 - iii) Sponsors through their purchase order shall give instructions to the Manufacturer to emboss or engrave the name of Sponsoring Agency and name of scheme on each article to be supplied, specifically the following four items:-
 - 1-Structures/P.C.C. Poles.
 - 2-Transformers.
 - 3-Conductor Reel.
 - 4-Meters etc.

P.C.C. Poles

The procurement of P.C.C. Poles will be regulated according to the instructions already issued on the subject vide Office Order No. GA.O.CEHQ/PA-22/PD/PP/259/564-99 dated 16.06.1991 (copy enclosed) and apart from other conditions laid in the Office Order referred to above, Pole Plant Contractor will emboss on wet concrete the following markings with letters/figures of approx. 1 1/2" in height and 3/4" width on poles to identify P.C.C. Poles to be supplied to various Housing Schemes/Societies.

- Initials of Housing Schemes/Societies.
- Short initials of the place of schemes.
- Initials of manufacturer.
- Initials of place of manufacturer.
- Serial No. of Pole (i.e. separate Sr.No. for each order and each type of pole is to be given)
- Date of manufacture.

Structures

The manufacturer will punch/emboss on each structure the name of housing scheme, Purchase Order number with date, Year of Manufacturing and Sr. No. of Structure (separate serial number for each order and each type of structure is to be given).

Transformers

The name of the housing scheme, Purchase Order Number with year of manufacturing and Serial Number of the Transformer will be clearly punched/engraved on the body of the transformer and name plate with other relevant information. The Sponsor will supply the schedule of production of the article to facilitate stage inspections.

Conductor

The manufacturer will engrave the name of housing schemes, Purchase Order Number with date, year of manufacturing on each Reel of the conductor. The reel shall have a different colour than the colour of the reel supplied to WAPDA. This shall be stipulated in the Purchase Order.

5. MATERIAL INSPECTION.

- a) Inspection of material will be carried out by the Chief Engineer Material Inspection, or his authorized representative not below the rank of Director Inspection in case of structures, transformers and conductor. The Director will record on Inspection Certificate that the above mentioned material has been inspected by him personally at the works premises of the manufacturer.
- b) In case of P.C.C. Poles, the inspection will be carried out by Director (Civil), P.C.C. Pole Plants, or his authorized representative. Chief Engineer (M&I) or Director (Civil) P.C. Poles Plants whichever is the case, will charge the Sponsoring Agency 1.5% of the cost of material to be inspected. Chief Engineer (M&I) or Director (Civil) P.C. Poles Plants whichever be the case will properly seal the material inspected and have it indelibly marked before it is moved to the site of work. The cost of any P.C. Pole damaged during inspection will be to the account of Sponsoring Agency.
6. The Chairman AEB concerned will charge 1.5% of the estimated capital cost of the work as supervision/inspection fee from the Sponsoring Agency in advance at the time when the Sponsoring Agency submits construction schedule.

The Chairman AEB will advise Sponsor about authorized Inspectors who will check the material to be used/being used to be in accordance to above instructions.

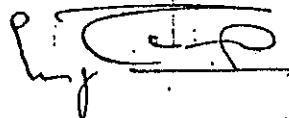
7. Arrangement and possession of Right-of-Way will be the responsibility of the Sponsoring Agency.
8. (a) The construction work will be done under the supervision of qualified Consultant. After constructing the electrical network, a completion report alongwith as built map will be prepared by the Consultant showing proper inventory of lines and equipment installed comparing with the approved BOQ. This inventory should also indicate the value of each asset and before submitting the completion report, Consultant must check and certify that the installation is strictly in accordance with the design approved. P.D Construction will be responsible for stage inspection during period of construction.

(b) On receipt of completion report by Sponsors/Consultants, a committee comprising S.E. Operation concerned, P.D. Construction and Director(I/C) of respective AEB after their full satisfaction with the completed work/documentation and inventory, shall undertake inspection of completed electrical system and having declared it safe shall authorize its energization.

(c) The representative of the Consultant and the Contractor as well as that of Sponsoring Agency shall be associated while inspection and taking over the works.

(d) In case of any discrepancy/defect pointed out by the above committee, the Sponsor will remove all the defects and will inform the committee for revisit of the Project. The committee will revisit the works. The system will not be taken over until all the defects pointed out by the committee are rectified by the Sponsor to the satisfaction of the committee.

9. In case Sponsors desire to carry out work through WAPDA approved Contractor, they will submit a Bank Guarantee equivalent to 25% of total electrification cost, valid for the entire period upto completion of full electrification work of the scheme.
10. The Consultants and Contractors shall be prequalified for this job in due course of time and however, in the meantime, Consultants registered with Pakistan Engineering Council and Contractors approved by WAPDA will continue to work.



GENERAL MANAGER(PE&S)
WAPDA, LAHORE.

C C TO:-

1. P.S. to M.D(Power) WAPDA, WAPDA House, Lahore.
2. M.D(Dist.)Wapda, Wapda House, Lahore.
3. G.M.(Operation) WAPDA, WAPDA House, Lahore.
4. G.M.(CS) WAPDA, WAPDA House, Lahore.
5. G M(P&IC) WAPDA, WAPDA House, Lahore.
6. C.E(Dist: Planning) WAPDA, LDA Plaza, Lahore.
7. All CAEBs WAPDA.

ANNEXURE

ELECTRIFICATION OF HOUSING COLONIES, SCHEMES
AND MULTI-STOREY COMMERCIAL BUILDINGS BY
CONTRACTORS AT THEIR OWN THROUGH WAPDA'S
APPROVED CONTRACTORS.

Colour Codes Of Equipments & Line Material:

Transformers:

"Blue"

PCC Poles/Structures:

"Blue"

(1 Feet wide strip at a height of
10 feet from the ground level).

Conductor Reel:

"Red"

Electricity Meters:

"Light Grey"

All other marking/engraving instructions provided in the procedure for various equipments and Line Hardware shall also apply.