

No. 15/1/DP/EST/Tech. Cell/2020 /6726
Government of Goa,
Directorate of Panchayats,
Junta House, 3rd floor, 3rd flt.,
Panaji - Goa.

Dated: 22.10.2020

CIRCULAR

Sub: Procedure regarding tendering and manner of execution of works by the Directorate of Panchayats

In order to streamline the procedure of tendering and execution of various works to be taken up under the jurisdiction of this Directorate, the following instructions are hereby issued which should be strictly followed by the Panchayats, Panchayat Secretaries, Block Development Officers and the Technical Cell headed by the E.Es of this Directorate, with immediate effect:-

I. Technical Sanction, Administrative approval and expenditure sanction.

The Panchayat shall pass a resolution after following due procedure to carry out any developmental work distinctly with respect to expenditure to be incurred from Panchayat Funds, from G.I.A, XIVth / XVth Finance, such other Government A/c and submit a copy of the resolution along with all the relevant documents to the Block Development Office.

Works upto 6 lakhs.

The JE/EORE shall prepare the estimate along with the feasibility report and shall submit the complete proposal i.e the estimate, the fund availability certificate, and all other relevant documents to the Assistant Engineer (Technical Cell) at the Block level. The Assistant Engineer shall accord Technical Sanction. The Block Development Officer shall give administrative approval and wherever required expenditure sanction.

Works above 6 lakhs.

The JE/EORE shall prepare the estimate along with the feasibility report and shall submit the complete proposal i.e the estimate, the fund availability certificate, and all other relevant documents to the Assistant Engineer (Technical Cell) at Block level, who shall submit the same to Executive Engineer (Technical Cell) to accord Technical Sanction. The Executive Engineer shall accord Technical Sanction and forward the file to the Director of Panchayats for administrative approval and wherever required expenditure sanction.