



Municipal Corporation, Faridabad

B.K. Chowk N.I.T Faridabad -121001, Haryana-India

Tel. : 0129-2411649, 2411664, 2415549

Fax : 0129-2416465

Checklist to be submitted with estimates of development works in Municipal Corporation, Faridabad

Name of Estimate _____

S.No.	Guidelines / Documents / Annexures as per guidelines of Directorate of Urban Local Bodies, Govt. of Haryana	Compliance (Yes/No/Not Applicable)	Remarks
A	General Documents to be submitted with estimates:		
1.	Work is marked on plan of the town /on Satellite view image where the site of work and surrounding streets are clearly highlighted		Annexure
2.	Current Photographs of the site showing the present status of the proposed work are attached		Annexure
3.	Estimates have been given code number (name of MC/ serial number of estimate /date) before submitting for sanction. <i>To be given by office of Chief Engineer, MCF</i>	Code No.	
4.	Work is certified to be located in approved/authorized colonies only. No portion of work is located in unapproved colonies.	Yes / No	Certificate- Annexure
5.	For Non-schedule items , proper supporting documents are attached for justification of their rates with supporting quotation (Rate Analysis)		Annexure.....
6.	Items taken on the basis of HSR in the estimate bear the item number (as per HSR) and full description of items as per HSR.		
B	Certified that in case of roads/street following specifications have been adopted in the estimate		
1.	Year of Construction / last repairs (if any) of the road / street	Year	Last repair dt...
2.	Certified that no work has been executed on this street/road during last 3 years and JE/AE/ XEN personally inspected the work		
3.	It is certified that adequate drainage system exists / does not exist at the site. Requisite Provision has been made in the estimate.	Yes / No	Annexure
4.	Roads are being constructed in accordance to adjoining area i.e no road is proposed at higher level than the abutting streets and existing level of the road is being maintained. <i>In case it becomes necessary to raise the road from existing level then brief note of explanation be attached with estimates.</i>		<i>Reasons for road elevation</i>
5.	In case construction of CC/RMC road on existing damaged CC/RMC roads:- a. Give brief note stating reasons thereof b. Certify that no provision of base course is taken in the estimate		
6.	In case of cement concrete pavements, a. Precast CC blocks have been provided at regular intervals b. Interlocking tiles have been provided on either side of the road so as to facilitate the residents who are seeking connections with the public utility services	Yes/No Yes/No	

Junior Engineer
M.C.F

Assistant Engineer
M.C.F

Executive Engineer
M.C.F



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	c. Provision of longitudinal and transverse joints have been made as per specifications	Yes/No	
7.	Certified that: 1. Paver blocks are being provided in streets whose width does not exceed 6.0 meter and for the rest of the roads provision of CC road or bituminous is being taken depending upon the situation. 2. No CC road is proposed to be constructed where civic amenities have not yet been provided and houses up to 90% have been constructed on plots.	Yes / No Yes / No	
8.	All existing / Commercial / main roads, which exist as black top surface, are proposed to be maintained as black top surface in the estimate.		
9.	Provision of kerbs and channels has been taken in commercial/ main road	Yes/No/N.A	
10.	X-section and road plan showing length / width / depth and its specifications is attached with the estimate.		Annexure
11.	The initial level of the existing surface, <i>in case provision of earth filling taken in the estimate</i> , is enclosed with the estimate and it is duly verified by the Assistant Engineer		Annexure
C	In case of estimates of drains, following documents shall be attached with estimates		
1.	Calculation of expected flow of water has been done taking in view number of households/ shops , availability of water, percentage runoff.		
2.	L-section and X-section of drain is attached as Annexure		Annexure
3.	Level of existing/proposed drain has been marked.	Yes / No	
4.	Level of outfall drain has been marked.	Yes / No	
5.	Slope of proposed drain has been marked.	Yes / No	
D	In case construction of the building, the following document shall be attached with the detailed estimate:-		
1.	Site plan, layout plan, elevation, X-section, detailed plan showing the details of joinery and details of foundations are attached		Annexure
2.	Structural design of the building has been verified by the Executive Engineer / Assistant Engineer.		
3.	Provisions made in accordance to National Building Code, fire safety measures, seismic parameters, rain water harvesting & renewal energy system. Structural safety provision have been checked personally by the Executive Engineer / Assistant Engineer		

Junior Engineer
M.C.F

Assistant Engineer
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Executive Engineer
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