



GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF FINANCE, PLANNING & INVESTMENT
ARUNACHAL PRDESH CIVIL SECRETARIAT, OLD PLANNING
BUILDING
::ITANAGAR::

Guideline
For
State Quality Assurance Cell (SQAC)

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Introduction:

The State Government is responsible for smooth and successful implementation of various projects sanctioned under Centrally Sponsored Schemes (CSS) and State Funded Schemes (SFS) under various programme implemented through various department in the state. As such, it is the sole responsibility of the state Govt. to coordinate and monitor every department for proper implementation of the projects. And it is also the responsibility of the State Govt. to check duplicity, overlapping as well ensure physical execution & existence of the projects. The State Govt. is also responsible to ensure *quantity as well as and quality* of the projects as per design and specification of the DPR. On the other hand, there is every possibility of compromises to duplicity, overlapping, quantity and quality of projects. As such, Govt. targeted plans and the expected life span of the projects can be compromised leading to leakages/loss of huge quantum of fund of state Govt. and the public.

In every financial year, the State Government invests crores of fund to accelerate and stimulate the face of economic development of the State. However, the issue of quality assurance is a matter of concern for the State Government. It is generally found that the executing agencies compromise with the quality and sometime quantity of the projects which drastically decreases the life span and quantum of the projects. Hence to discourage the practices of quality/quantity compromises, Planning and Investment Division, Govt. of A.P. is planning to appoint and engage expert consultants/firms for field inspection and quality monitoring/testing of the projects. The guidelines and reporting formats for quality and quantity monitoring of projects shall be prescribed by the State Govt.

Every State of India are enhancing capital expenditure every year and also trying to contain the deteriorated quality of the projects and achieve durable economic development.

Different methodology has been adapted by different states to avoid the unproductive and non durable capital expenditure towards quality assurance on the projects. In Arunachal Pradesh, the State Govt. has introduced “**Satellite Based Monitoring and Geo-tagging (SBMG)**” of development projects and has made it mandatory under **Arunachal Monitoring System**. In this connection the State Govt. has issued **Office Memorandum Vide No.PD(M)MIS/Geo-tagging/2018-19/628-35, Dated Itanagar, the 19th February’2019**. Now, every project executed by various departments in the State and also in the remote areas shall be geo tagged and enter into MIS of **Arunachal Monitoring web portal** in mandatory way. All the projects shall be monitored by the State Govt. from the Head Quarter and from the district Head Quarters by the Heads of department. However, the **quality and quantity assurance** monitoring of projects is yet to be introduced in the State to ensure durability/quality of the projects. To carry out, quality as well as quantity field/physical monitoring of the projects, it is necessary to engage Independent **State Quality Monitors (SQM)** under control of Planning and Investment Division, Govt. of A.P. The roles of the SQM is to under-take field quality/quantity monitoring of the projects and submission of quality monitoring reports and provide technical guidance to the Finance, Planning and Investment Department as well as the executing agencies for corrective actions. And the SQM shall also identify any short comings in quality and quantity aspect of the projects for corrective actions of the state Govt.

The dynamic of growing unproductive and non-durable capital expenditure on capital and non-capital assets has been felt by the State Government of Arunachal Pradesh. Therefore, the State Government need to come up with a **strong Quality Monitoring/Quality Control and Assurance Mechanism** through appointment of State Quality Monitor (SQM) to control quality as well as quantity compromise practices by the project implementing agencies.

Like other states of India, Arunachal Pradesh should also have a **Quality Assurance Cell (QAC)** to ensure quality and quantity of the works in different departments by involving the experts and reputed Consultants from different fields, such as Civil Engineers, Elect. Engineers, Electro Mechanical, Medical, Agri and Allied etc. In this regard, the Department of Finance, Planning & Investment, Govt. of Arunachal Pradesh intends to setup the **State Quality Monitoring Mechanism** to ensure high-quality capital and non-capital assets in the state. The **SQM** shall carry out field quality monitoring on projects in three stages i.e. *1. from 0-15% 2. from 40 -60%, 3. from 75% - 100%*. The State Govt. had introduced the **Third Party Monitoring System** in the State for field monitoring of BADP and SPA Projects since 2009.

The Planning and Investment Division (Monitoring/SQC) shall set up a **State Quality Assurance Cell (SQAC)** for evaluation and analysis of the quality monitoring reports of SQMs, TPMs and PIAs under the control and supervision of Director (Monitoring/SQC.). The SQAC shall also be used for vetting of DPRs, TSs. field monitoring of projects etc. from time to time on felt need basis. The detail guideline shall be framed for recruitment/appointment of contract technical expert consultants in the fields of civil engineering for roads, bridges, buildings and other infrastructure, electrical engineers for transmission and distribution of electricity, experts in Agri and allied activities, experts in medical and pharmaceutical, education and an expert consultant in the field of Information Technologies (IT) etc.

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ROLE OF THE STATE QUALITY COORDINATOR/MONITORING UNIT OF PLANNING AND INVESTMENT DIVISION, GOVT. OF ARUNACHAL PRADESH.

- I. The State Quality Coordinator (SQC)/ Monitoring Unit will play the vertical and horizontal roles to coordinate with the State Govt, SQM, SQAC and the Project Implementing Agencies (PIAs) for smooth and effective quality monitoring of the projects.
- II. The SQC shall be responsible for all arrangement for signing of contract agreement/MoUs in between the state Govt. and SQM for State Quality Monitoring.
- III. The required documents such as DPRs, Drawing/Designing, Sanction Order Copies, Technical Sanction Order Copies, Tender Settlement/ Agreement copies of the Projects, UCs, CCs etc. of projects shall be provided to the SQM in advance for detail studies by the Planning and Investment Division.
- IV. The SQC/Monitoring Unit of Planning and Investment Division shall evaluate the quality monitoring reports, observations, comments and recommendations submitted by the SQMs with the help of technical experts of State Quality Assurance Cell who are with vast experiences and expertise in various field like civil, Electrical, electro mechanical engineers, Agri and allied sector.
- V. The evaluated/ analyzed reports on quality monitoring submitted by SQMs shall be submitted to the Secretary, Planning and Investment, Govt. of A.P. for further necessary corrective action of the State Govt.
- VI. The SQC. will engage officers/ officials or himself to accompany the SQMs and experts of SQAC during their field quality monitoring to maintain check and balance of the activities of the SQMs and SQAC.
- VII. The SQC shall conduct surprise check on SQMs and SQAC during their field visits to ensure impartial and transparent quality monitoring reports.
- VIII. To ensure that SQAC/SQMs inspect the works in the fields and submit quality monitoring reports as per provisions in TOR and carryout tests as per the frequencies provided in TOR/QC manual in a most professional, diligent and strictly adhere to the code of conduct prescribed for SQAC and SQMs.
- IX. The Guidelines for engagement of SQAC, SQMs and other TPMs shall be improved and amended from time to time as per need and demand of situation.

- X. The Planning & Investment Division shall create a State Quality Assurance Cell (SQAC) with appointment of experts on contract basis who are with rich experiences in various field.

ANNEXURE - I
Terms of Reference (ToR)

Recruitment of Contractual Technical/field Expert for SQAC:

The Planning & Investment Division of Finance, Planning & Investment Department shall recruit/ appoint contractual technical/ field experts and other Assistants in the following fields for 12 months which will be extendable/ discontinued as per needs and circumstances.

1. Civil/Structural Engineer for roads and bridge, building/ infrastructure.
2. Electrical Engineer for transmission and distribution of electricity.
3. IT and Communication Engineer for geo tagging of projects, e-shamiksa, e-office, C M-dash board, VC-Paragati, Unatti and other relevant works.
4. Expert Consultant in the field of Agri and Allied (Agriculture, Horticulture, Veterinary & Animal Husbandry, Fisheries etc.)
5. Expert Consultant in the field of medicines and pharmaceuticals etc.
6. Expert Consultant/ Educationist in the field of Education, social welfare etc.

Qualification and Experiences for Engineer wing:

- (a) For Sl. No. 1 to 3 minimum qualification shall be BE/B.Tech and minimum 5 years and above experiences in the fields of Quality Assurance and Quality Monitoring of projects.
- (b) Preferences shall be given to the Govt. retired officers below 65 years of age with experiences in the field as JE/AE/EE/SE/CE or above.
- (c) Preferences shall be given to the candidate with higher qualification such as Ph.D, M.Phil, ME/M.Tech with more length of experiences in the fields.
- (d) Salary/ Wages/ honorariums shall be fixed on the basis of work load/ work output of the technical consultants including/excluding perks and facilities or will be fixed as per the norms adopted by the Govt. of Arunachal Pradesh under various programme as deem appropriate by the competent authorities.

Qualification and Experiences for other expert consultants:

- (a) For Sl. No. 4 to 6 minimum qualification shall be BA/ B.Sc./ MBBS/ B.Pharm and minimum 5 years and above experiences in the fields.

- (b) Preferences shall be given to the Govt. retired officers below 65 years of age with experiences in the field as a Group-B/ A officers, District head of department, Asst. Director or Dy. Director; Secretary/Commissioner and above.
- (c) Preferences shall be given to the candidate with higher qualification such as Ph.D, M.Phil, MA/M.Sc. with more length of experiences in the field
- (d) Salary/ Wages/ honorariums shall be fixed on the basis of work load/ work output of the technical consultants including/excluding perks and facilities or will be fixed as per the norms adopted by the Govt. of Arunachal Pradesh under various programme as deem appropriate by the competent authorities.

Duties and Responsibility of the Contractual Technical/field Expert:

- (i). The expert consultants shall attend office in Monitoring Cell of Planning & Investment Division from Monday to Friday as regular employees/attend office on the basis of work load entrusted to them from time to time as decided by the State Govt.
- (ii). The expert consultants shall evaluate and analysis the Third-Party Monitors reports, State Quality Monitors reports on projects executed by the executing agencies. They will also scrutinize and analyze the Geo-tagging and MIS entries/reports on various projects under Arunachal Monitoring Web- portal Application and submit to the Monitoring Cell of Planning & Investment Division for further necessary action of the State Govt.
- (iii). The expert consultants shall aid and advise the Finance, Planning & Investment Department, suggest and recommend on Third Party Monitors reports, SQMs reports and also Geo-tagging and MIS entries against the projects for necessary actions of the State Govt.
- (iv). The expert consultants shall be assigned to undertake works pertaining to scrutiny and vetting of technical DPRs, Technical sanctions orders, sanction orders, analyses and evaluation of Quarterly Progress Reports of projects, reports of DLMCs , SDLMCs, CLMCs, Utilization Certificates, Completion Certificates, Final Tender agreement/Settlement etc. of the departments with the contractors for execution of projects.
- (v). The expert consultants may be assigned for field monitoring of various projects/schemes implemented through various department in the State.
- (vi). Apart from above duties and responsibilities, the expert consultants of SQAC may be engaged or assigned with additional work and duties as per needs and circumstances.

ANNEXURE - IX
GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF FINANCE, PLANNING & INVESTMENT
(Planning & Investment Division)
A.P CIVIL SECRETARIAT::ITANAGAR

No. PD(Monitoring)NQM/SQM/2019/263

Dated Itanagar, the 8th Nov'2019

EXPRESSION OF INTEREST (EoI)
for appointment of contractual Technical experts

Planning & Investment Division, Department of Finance, Planning & Investment, Government of Arunachal Pradesh is seeking Expression of Interest from the interested candidate (retired engineers and others from State Govt. and PSUs) having experiences in execution of infrastructure projects, Road and Bridge, Water and Power sectors, Agri and allied, Health and pharmaceuticals, Educationist, IT and communication and social sectors etc. for setting up of State Quality Assurance Cell under Monitoring Unit. Emoluments/ Salary will be fixed as per the norms adopted by the Govt. of Arunachal Pradesh under various programme.

Guideline/Terms of reference shall be posted in the website of Planning & Investment Division, Department of Finance, Planning & Investment, Govt. of Arunachal Pradesh, www.arunachalplan.nic.in. The hard copy of the same will be available in the office of the Director (Monitoring) cum State Quality Coordinator, Old Planning Building, A.P Secretariat, Itanagar during office hour.

The EoI shall be submitted in a sealed envelope through Speed Post/ Registered Post/ email (directorppm@gmail.com) or delivered by **hand superscribing 'For Consultant of State Quality Assurance Cell** on top of the envelope to the following address. The submission shall be within 15 days of the publication of this advertisement through news papers. The interested candidates may apply with bio data/ CV indicating expected emoluments

Address: - Secretary(Planning & Investment),
Planning & Investment Division,
Govt. of Arunachal Pradesh,
A.P Civil Secretariat, Old Planning Building,
Arunachal Pradesh,
Itanagar-791111.

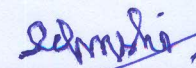
Sd/-
Secretary (Planning & Investment)
Govt. of Arunachal Pradesh
Itanagar

Memo No. PD(Monitoring)NQM/SQM/2019

Dated Itanagar, the 26th Nov'2019

Copy to:

1. The Director (IPR), Govt. of Arunachal Pradesh with a request to publish in the local & national news paper as mention in forwarding letter.
2. Office copy.


(Mokir Eshi Ori),
Director (Monitoring)