

Indian Institute of Technology, Kanpur
Office of the Dean of Infrastructure and Planning

DOIP/IITK/2021/OO-02

Date: 15/06/2021

OFFICE ORDER

Subject: Regarding timeline for submission of final bills for construction/EPC/maintenance works

The timeline for submitting all final bills by the contractor for construction / EPC/maintenance works will be within **three months of physical completion of the work or within one month of the date of final certificate of completion furnished by the Engineer-in-Charge, whichever is earlier.** In case of any delay reported by the contractor due to unavoidable reasons, an approval for extension of time for submitting the bill (EOTB Form, DOIP: 115) must be taken from the competent authority of all such works within the timeline mentioned above. Any work for which physical completion date is over by three months, EOTB form DOIP: 115 must be submitted within **one week** of issuance of this office order.

IWD must submit all Final bills with a copy of completion certificate issued to contractor and a comparative statement of actual quantity vs agreement quantities including deviations, non-executed agreement items, extra/ substituted items with justified statements for each item as per CPWD works manual 2019, Clause 5.11.1 (3).

This Office Order is issued with the approval of Competent Authority and is and is applicable with immediate effect.

This is for the necessary information to all concerned.



Dean of Infrastructure and Planning

Copy to:

1. Director
2. DY. Director
3. Registrar
4. Jt. Registrar, F & A
5. SE, IWD
6. Web master - for circulation among all concerned



INDIAN INSTITUTE OF TECHNOLOGY KANPUR
Office of the Dean of Infrastructure & Planning

DOIP: 115

Extension of Time of Submission for Final Bill form

Work Details

Name of the Work	
Request number	
Name of the contractor	
Contract Agreement No	
Contract Start Date	
Contract End Date	

Justification for EOT

**Please provide all the details to justify contractors request for additional time to submit final bill.*

Timeline requested by contractor

*The request letter received from contractor requesting additional time for submission of final bills should be attached for reference.

Executive Engineer	Name & Signature	Date
<i>Comments if any</i>		
Superintending Engineer	Name & Signature	Date
<i>Comments if any</i>		
DOIP	Name & Signature	Date
<i>Comments if any</i>		