

**GOVERNMENT OF TRIPURA
PUBLIC WORKS DEPARTMENT**

No.F.-35-(1)-MC-PWD/2011/10003-43 Dated, 27/09/2018.

MEMORANDUM

Sub: Guidelines for maintenance of roads under PWD(R&B).

The Public Works Department has been maintaining all important roads including a length of village roads in the state since long. As on date the length of bituminous roads has gone beyond 11000 km. The road network in the state is increased every year particularly with handing over of PMGSY roads to PWD after its maintenance period and roads taken up under RIDF & other schemes. While the road length under maintenance is increasing every year, the provision of fund against road maintenance is getting reduced over the years. It is necessary to utilise the fund available for maintenance in a very prudent manner.

The following guidelines shall be followed to optimize the expenditure of road maintenance, which interalia will ensure the fixing priority of the works to avoid overburden of the department:

- i. Except the patch repair works which are of urgent nature, Administrative Approval & Expenditure Sanction for all maintenance works should be obtained from the competent authority as per provisions in DFPRT.
- ii. A quarterly statement of patch repair work undertaken during the quarter & cumulative during the financial year may be sent to the office of Chief Engineer. Photograph of the road before and after maintenance will be preserved for inspection.
- iii. For the periodical Renewal work (Re-carpeting work), prior AA & ES will be necessary. No PR will be eligible within a period of 3(three) years after completion of original work or improvement or re-surfacing work.
- iv. The maintenance fund shall be used exclusively for existing PWD roads and in no case the fund can be spent for any construction or improvement works.
- v. No maintenance work, where cost of the estimate is coming beyond 25% of the cost of the original work, can be considered under

maintenance head, but it should be processed for according fresh sanction under Capital Head of Account.

- vi. Widening of existing carpet width or roads width by increasing side shouldering will not be allowed under maintenance head. If required, estimate may be prepared and sent for competent approval under capital head.
- vii. Widening and improvement of road can be taken up only after accord of approval by the authority only.
- viii. Patch repairing may be encouraged for damaged surfaces and such works be taken up immediately without further loss of time keeping philosophy "*A stitch in time saves nine*". The patch repair done in a stretch should have certain life and repeated patch repair of same stretch may be avoided.
- ix. The cement concrete roads particularly of the urban bodies will not be the responsibilities of the PWD(R&B). Hence no maintenance work shall be taken up from the PWD(R&B).
- x. The bituminous roads which are recorded in the Asset Register of PWD(R&B) will only be considered for maintenance by the department.
- xi. The Right of Way (ROW) for handing over of existing road of Panchayat/R.D./TTAADC/Urban body to PWD should be minimum of 6 metres. Before taking over any road, prior approval of the Department shall be necessary.
- xii. The defect liability period of all contracts for maintenance works should be one year and on successful performance of the agency during that period, the Security Deposit should be released.
- xiii. In the beginning of the year, a tentative allocation of fund for maintenance will be indicated division wise. Under no circumstances, the tender (including FORM 11 work if any) during the year will exceed the limit indicated.

The priority of roads for maintenance should be fixed in following order:

1st Priority: Roads connecting District Head Quarters, Sub-Divisional Head Quarters, revenue block headquarters, railway stations, border haats etc.

2nd Priority: Bus routes where bus service is available. Roads connecting District hospitals and Sub Divisional hospitals.

3rd Priority: All major urban roads under jurisdiction of PWD(R&B)

4th Priority: Roads connecting Primary Health Centres, markets, Colleges and Schools.

6th Priority: Secondary link roads connecting with District, Sub Division and blocks

7th Priority: Village roads connecting important markets or business hubs

Payment Procedures:

In view of the shortage of fund against road maintenance, the following procedure for making payment to the agencies from available fund may be made in the order.

- i. The agencies who are engaged for maintenance and still carrying out works at present. The arrear bill if any, of the same agency may also be cleared proportionally as per availability of fund.
- ii. The agencies who have completed the work within time without cost escalation.
- iii. Once Priority 1 & 2 is fulfilled the other remaining cases may be considered for payment.

These guidelines should be strictly complied by all concerned and no deviation will be accepted.


(Manoj Kumar)
Principal Secretary

To:

All concerned.

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Copy to: -

1. Chief Engineer, PWD(R&B).
2. Additional Chief Engineer, PWD(R&B).
- 3-7. Superintending Engineer, Circle-I, Kumarghat/ II & IV, Agartala/ III-Udaipur/ V-Ambassa, PWD(R&B).
8. Superintending Engineer, Monitoring Cell, PWD(R&B).
- 9-34. Executive Engineer, PWD(R&B), Kumarghat Division/ Dharmanagar Division/ Kanchanpur Division/ Kailasahar Division/ Khowai Division/ Teliamura Division/ Division No-I, Agartala/ Division No-III, Agartala/ Division No-V, Agartala/ Udaipur Division/ Amarpur Division/ Belonia Division/ Santirbazar Division/ Sabroom Division/ Bishramganj Division/ Bishalgarh Division/ Jirania Division/ Mohanpur Division/ Sonamura Division/ Ambassa Division/ Kamalpur Division/ LTV Division/ Capital Complex Div/ Medical Collage Division/ Mechanical Division/ Store Division.