

Airports Authority of India
Department of PM&QA

AAI/PMQA/Technical Circular/F-61/2007/656

Date: June 1, 2007

Technical Instruction No. 5

Sub: Procedure to be followed while issuing completion certificate of works/ performance of contractors/firms.

During the process of the pre-qualification of one of the works, it was noticed that the completion certificate issued by the Engineer-in-Charge is contradictory to the performance report given by the Executive Director (Engg.) leading to avoidable representation from the contract agency.

To avoid such a situation, it is enjoined upon all engineers to ensure that following instructions are followed meticulously:-

- i) Engineer-in-Charge should give factual report of completion i.e. facts and figures only without any adjectives in all the cases wherein T.S. Authority is higher.
- ii) Any comment in the completion report regarding performance/ capability – financial or technical or as regards timely completion etc. should be given by T.S Authority.

V. Agrawal

(V.P. AGRAWAL)
MEMBER (PLANNING)

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