

Certificate Course on Participatory Irrigation Management (CCPIM)

Module 13- Maintenance works of canal by Water User Associations

Topic 13.3- Administrative, technical approval of works and selection of agency for carrying out the works

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**Administrative,
technical approval of
works and selection
of agency**

Module 13 includes:

- 13.1 Canal Walkthrough, Measurements of Works, Priority
- 13.2 Preparation of Work Estimates
- 13.3 Administrative, technical approval of works and selection of agency for carrying out the works.
- 13.4 Quality control of works and their payments.

Administrative approval and technical approval of works

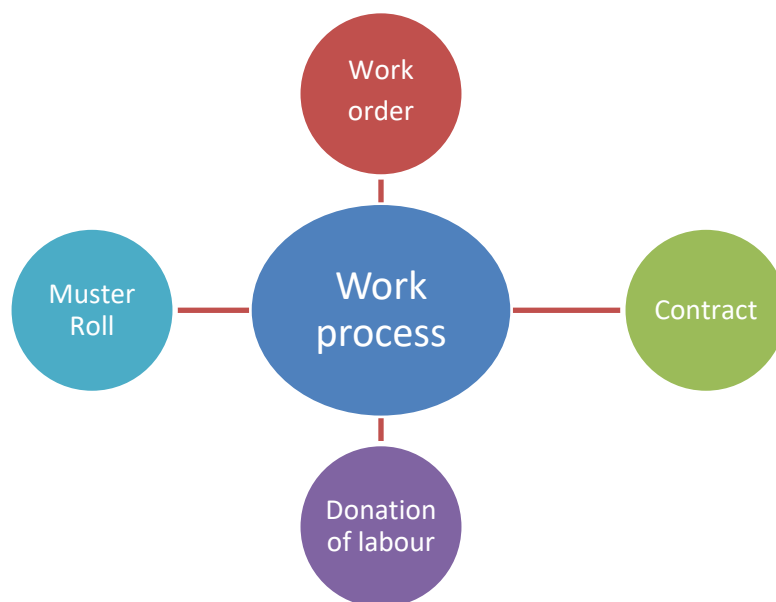
Considering how much money is available with the Water User Association, which works can be done with that money, administrative

approval will be given by the Water User Association to do the same works. After administrative approval, the works, which have been estimated by the Estimate Committee get scrutinized by departmental officers, later the technical approval will be given. The cost incurred on the works, that is, the estimate of the works should not be more than the available funds and permission to do the same works should also be given by the Water User Association.

Selection of agency for carrying out the works

Contractor / person / firm should be selected to do the works for which estimate has been passed and for which the Water User Association is ready. It is important to know here that no member of the Water User Association will work on his own.

The first method of getting the work done can be directly by employing labour on muster roll. And it can be done by voluntary donating labour (Shramdan) or can be done by engaging with a contractor also.



To get the work done by the contractor, a ***work order*** or a ***contract*** will be made in which he will be told in writing ***what works*** to do, what should be the ***quantity*** of work, what should be the ***quality*** of work to be done, how to work, how much ***time*** will be given to complete and how much will he be ***paid*** for the same. It is also told that if the work is not done in given time with good quality, then how much ***deduction*** can be made from its payment as a penalty.

The following procedure will be adopted in getting the work done by contract:

Tender Notice / Work Allocation-

Wide publicity will be done to get the work done. For this, a tender notice will also be published in the newspaper that the contractor who is willing to do this work should submit the same by filling their rate of work done in this tender.

The contractors who are willing to do this work far and wide submit their rates in the tender (in which there is an empty column of the quantity and rate of work). The contractor who submits the lowest bid for the work is awarded the contract to work and get it done.