

No :--- 686- 698 /PA/CE/KAD

Dated: 29-06-2011

From

Chief Engineer/KAD
Irrigation Works, Punjab
Chandigarh.

To

1. The Chief Engineer/Canals
Irrigation Works, Punjab
Chandigarh.
2. The Chief Engineer/Drainage
Irrigation Works, Punjab
Chandigarh.
3. The Chief Engineer/Lining
Irrigation Works, Punjab
Chandigarh.
4. The Chief Engineer/Planning
Irrigation Works, Punjab
Chandigarh.
5. The Chief Engineer/WR
Irrigation Works, Punjab
Chandigarh.
6. The Chief Engineer/Vigilance
Irrigation Works, Punjab
Chandigarh.
7. The Chief Engineer/RSDD
Irrigation Works, Punjab
ShahpurKandi.
8. The Chief Engineer/SPKD
Irrigation Works, Punjab
Chandigarh.
9. The Chief Engineer/RSDC
Irrigation Works, Punjab
ShahpurKandi.
10. The Chief Engineer/SPKC
Irrigation Works, Punjab
ShahpurKandi.

11. The Chief Engineer/IPRI
Irrigation Works, Punjab
Amritsar.

12. The Managing Director
PWMR&DC
Chandigarh.

13. The Managing Director
Punjab Infotech
Udyog Bhawan
Sect 17 , Chandigarh.

**Subject:-Implementation of Public Works Information Management System
(PWIMS) in the Irrigation Department.**


The Public Works Information Management System will be implemented in Irrigation Department w.e.f from 01.07.2011 . The procurement of all the works and goods to be executed or being executed through agreement basis /work order basis or supply order basis shall be recorded on the website of PWIMS.

- PWIMS has a provision to create/upload estimate, analysis of rates, contract/work order, recording of measurements, preparation and approval of bills ,recording vigilance inspection memos, issue of memos/notices to contractor etc.
- If the estimates of the works are already sanctioned and rates are approved but the work is to be started from 1.7.2011 onwards, the contract agreement/work order shall be uploaded on the website and subsequently all other steps shall be recorded on the website.
- The works which are already in progress shall be transferred on the PWIMS website.
- After approval of rates of the work by the competent authority and signing of agreement or work order it has to uploaded on PWIMS before the start of work.
- Up to 30.09.2011 the measurement book shall continue to be written manually as well as shall be uploaded on the website within three days from the date of measurement. This shall also be followed for the check measurements also. After 30.09.2011 the manual recording shall be

dispensed with and the measurements shall be recorded on the website directly.

- All correspondence with contractors shall be through PWIMS website.
- The bills shall be prepared and approved on line through PWIMS and shall continue manually also till 30.09.2011. The bills shall be compared with the results generated through PWIMS , the errors if any be reported to the Nodal Officer so that errors may be rectified.
- All the data can be uploaded using the internet facility available at the Division level or at any other place.
- All the officers /officials who are connected with the procurements are to sign various documents in the process of preparation and sanctioning of estimates, approval of rates, recording of measurement book, recording check measurement, check and pre -audit bills etc shall have Class-II Digital signatures.
- Training for the use of PWIMS has already been conducted by the department and Technical coordinators are attached at various locations who will help in the implementation of PWIMS.

All concerned shall ensure to access the department's website regularly to get updated with the latest information on this subject.


**Chief Engineer/KAD
Irrigation Works, Punjab,
Chandigarh.**