



**REFERENCE GUIDE**  
**THIRD PARTY QUALITY**  
**MONITORING**

# PROVISION OF SCHEME GUIDELINES



- Central Assistance for PMAY projects would be sanctioned by Central Sanctioning and Monitoring Committee (CSMC) after Detailed Project Reports (DPRs) are appraised by State Level Appraisal Committee (SLAC) of the State/UTs and approved by State Level Sanctioning and Monitoring Committee (SLSMC).
- PMAY scheme guidelines envisage that the States/UTs would engage Third Party Quality Monitoring Agencies (TPQMA) to ensure quality of construction

# THIRD PARTY QUALITY MONITORING (TPQM)



- A State level mechanism for TPQM of projects sanctioned under PMAY to be evolved to :
  - Review and monitoring of quality of all PMAY projects implemented by ULBs/ Implementing Agencies.
  - Provide a structured report on the quality of projects under PMAY.

# THIRD PARTY QUALITY MONITORING (TPQM)



- States/UTs should prepare Quality Monitoring and Assurance Plans involving third party agencies.
- Such plan will include the visits by third party agencies to the project site and to advise State and Urban Local Bodies/ Implementing Agencies on quality related issues.

# THIRD PARTY QUALITY MONITORING (TPQM)



- On the basis of Quality Assurance report by TPQM agencies, States and ULBs/IAs should take both preventive and curative measures to ensure that standard quality houses and infrastructure are constructed under the mission.
- Annual Quality Monitoring Plans (AQMP) should be submitted to HFA Mission Directorate for the approval of CSMC after taking approval of State Level Monitoring Committee.

# ROLES AND RESPONSIBILITIES - STATE LEVEL



- Appoint TPQMA with the required experience and expertise.
- Communicate to all Urban Local Bodies/ Implementation Agencies for organizing field visits of TPQMA.
- Ensure the performance of TPQMA is as envisaged in the contract.
- Review and examine the reports of the TPQMA.
- Scrutinize issues highlighted by the TPQMA and initiate corrective actions.
- Make periodic payments to the TPQMA.

# ROLES AND RESPONSIBILITIES - CITY LEVEL



- Schedule the visits of the TPQMA across different projects in the city.
- Ensure that TPQMAs have access to the required documents, project sites, key officials for meetings and discussions and other support required.
- Ensure that TPQMAs file their reports in a timely manner.
- Examine the reports of the TPQMA and the issues highlighted therein.
- On the basis of TPQMA's reports, take corrective measures for improving quality.

# ROLES AND RESPONSIBILITIES - TPQMA LEVEL



- Schedule the field visits in the Cities across the State/UT after proper coordination at State/ ULB level. (*preferably at the beginning i.e. 10-15 % of progress, mid of construction i.e. 50-60 % of progress and completion i.e. 85-100 % of progress*)
- Examine project documentation with respect to sanctioned covenants.
- Review of land requirement/ availability, Site preparation & other statutory clearances.
- Review of Project Implementation Plan and procurement process.
- Review of approved quality monitoring plan.



# ROLES AND RESPONSIBILITIES - TPQMA LEVEL



- Review of Safety and Health aspects.
- Examine Convergence with the Central/ State scheme.
- Beneficiary participation/ satisfaction in the project.
- Report on Quality assurance. (*indicative formats attached in the RG*)
- Remedial measures to improve quality of the project.
- File report in a timely manner.
- Follow-up action of the report (to be ascertained in the next report).

# SELECTION PROCESS OF TPQMA



- TPQMA should be selected by the SLNA through open and transparent bidding process.
- SLNA shall ensure that:
  - TPQMA should have experience of similar kind of works.
  - TPQMA should not have incurred any loss for the last 3 years.
  - TPQMA deploys optimum number of experts as per the need of the projects.
  - Deployed experts have experience of similar kind of projects and expertise in the concerned sectors
  - No Conflict of interest prevails in the engagement.

# CENTRAL ASSISTANCE



- GoI will provide assistance (*amount as notified*) to implement TPQM mechanism by sharing the cost on 75:25 basis; and in case of NE and special category states on 90:10 basis.
- GoI will share expenses for at the most three visits by TPQMA to each project however, the States/UTs may decide for more visits to each project.
- The expenses will be reimbursed by the Ministry to the State on submission of undertaking along with the Utilization Certificate (UC) by the State duly signed.

# UNDERTAKING FORMAT



It is hereby certified that the following parameters have been followed in respect of the reimbursement of TPQMA charges:-

- The services of the agency have been procured through transparent competitive bidding processes, as per procurement norms of the state.
- The works have been awarded after the launch of PMAY i.e. 25<sup>th</sup> June, 2015.
- The work was advertised through EoI publication/Tender Advertisement on \_\_\_\_\_ (date).
- The bids received through transparent competitive bidding process were evaluated and work was awarded to M/s \_\_\_\_\_, which was the lowest bidder. Details of bid evaluation / comparative statement are available with the ULB / Implementing agency.

# UNDERTAKING FORMAT (Contd.)



- The work has been completed by the appointed agency to the satisfaction of the ULB / Implementing agency.
- Out of the total requested reimbursement amount towards TPQMA charges, Rs. \_\_\_\_\_ lakhs have been paid to the agency and the balance Rs. \_\_\_\_\_ lakhs will be paid by the ULB / implementing agency on receipt of payment from the Ministry. Copy of payment invoice, proof of payment made to the agency and copy of cash vouchers are available with the ULB / Implementing agency.
- The quality monitoring of the project(s) is going on as per the sanctioned plan and no revision has been / is being proposed.

**Signature**  
**( State Level Nodal Officer)**

**Signature**  
**( Secretary/Principal Secretary)**

# CONTENTS OF TPQM REPORT OF ISSR/AHP PROJECTS



- A. Particulars of project
- B. Health & safety aspects (on site)
- C. Quality assurance in the project
- D. Beneficiary participation in the project
- E. Progress – Housing, civic and social infrastructure components
- F. Physical progress of the project/packages
- G. Financial progress & fund utilization
- H. Variation w.r.t. Sanctioned covenants
- I. Cost Variation and Time-Overrun
- J. Remedial measures to improve progress and quality
- K. Court cases and litigations
- L. Others ( Beneficiaries satisfaction, Reason for delay, TPQMA's overview etc.)

# CONTENTS OF TPQM REPORT OF BLC PROJECTS



- A. Particulars of project
- B. Quality assurance in the project
- C. Progress – Housing components
- D. Status – Civic and Social Infrastructure
- E. Financial progress & fund utilization
- F. Cost Variation and Time-Overrun if any
- G. Remedial measures to improve progress and quality
- H. Court cases and litigations if any
- I. Others ( Beneficiaries satisfaction, Reason for delay, TPQMA's overview etc.)

## SUGGESTED STRUCTURE OF TPQM TEAM



- It is envisaged that there will be a team of one Senior Engineer (Civil) and one Junior Engineer (E/M) for site visits of minimum 6 projects of different cities in a month. The Senior Engineer will act as Team Leader.
- For more site visits in a month (depending upon number of approved projects), the Agency is expected to provide additional teams as envisaged above from time to time during the term of the contract.
- Indicative job description for each position including qualification & experience is given in the RG which may undergo changes as per the requirement of the State/UT.





**THANKS**