



HARYANA ENGINEERING WORKS PORTAL
PUBLIC HEALTH ENGINEERING DEPARTMENT

Bays No. 13-18, Sector 4, Panchkula – 134112

Website: <https://works.haryana.gov.in>

Phone Number: 0172 2564083

Email: info-hewp.pwd@hry.gov.in



From

The Project Director,
Haryana Engineering Works Portal (HEWP)
-cum-Chief Engineer (Mech.)
O/o The Engineer-in-Chief, Haryana,
Public Health Engineering Department,
Panchkula.

To

1. The Engineer-in-Chief,
PWD (B&R), Haryana,
Chandigarh.
2. The Engineer-in-Chief, Haryana,
Public Health Engineering Department,
Panchkula.
3. The Engineer-in-Chief,
Irrigation & Water Resources Department, Haryana,
Panchkula.

Memo No. 68107-68109 -PHE/HEWP

Dated: - 05/08/2024

Subject: - Standard Operating Procedure (SOP) for evaluation of works on Haryana Engineering Works Portal (HEWP).

Please find enclosed herewith the Standard Operating Procedure (SOP) for evaluation of works executed by the contractor in Haryana or outside Haryana State for Registration on Haryana Engineering Works Portal (HEWP), approved by the Engineer-in-Chief, PWD (B&R), Haryana, for information and necessary action.

DA/ As above

Alamb
5/8/24
Project Engineer HEWP
for Project Director HEWP

SOP for evaluation of Works on HEWP

From : IT Cell PWD B and R GoH <itcellpwd-hry@nic.in>

Wed, Jul 24, 2024 10:36 AM

Subject : SOP for evaluation of Works on HEWP

4 attachments

To : PANKAJ kamboj <pankaj.kamboj-p-hry@phedharyana.gov.in>

Cc : Engineer in Chief, Haryana PWD <pwd-eic@hry.nic.in>, CE Mech., PHED Haryana <ce.mech@phedharyana.gov.in>, Harish Bhatia <harishbhatia.ditech@hry.gov.in>

Dear sir,

Kindly find attached approved SOP for evaluation of works executed by the contractor in Haryana or outside Haryana State for Registration on HEW Portal.

This SOP has been approved by W' EIC, PWD(B&R), Haryana

--

Regards,

O/o Engineer-in-Chief (Buildings),
Haryana, Nirman Sadan, Plot No.1,
Sector 33-A, Chandigarh.
0172-2618218
Chandigarh.

From: "IT Cell PWD B and R GoH" <itcellpwd-hry@nic.in>

To: "ce.mech@phedharyana.gov.in" <ce.mech@phedharyana.gov.in>

Cc: "Harish Bhatia" <harishbhatia.ditech@hry.gov.in>, "Engineer in Chief, Haryana PWD" <pwd-eic@hry.nic.in>

Sent: Friday, July 19, 2024 3:26:19 PM

Subject: SOP for evaluation of Works on HEWP

Dear Sir,

Kindly find attached approved SOP for evaluation of works executed by the contractor in Haryana or outside Haryana State for Registration on HEW Portal.

The SOP has been approved by W' EIC-cum-HOD, PWD(B&R).

--

Regards,

O/o Engineer-in-Chief (Buildings),
Haryana, Nirman Sadan, Plot No.1,
Sector 33-A, Chandigarh.
0172-2618218
Chandigarh.



Save Paper.
Save Trees.
Save the World.

**SOP FOR EVALUATION OF WORKS EXECUTED BY THE CONTRACTOR
OUTSIDE HARYANA STATE GOVT. DEPARTMENTS/ BOARDS/
CORPORATIONS/ OTHERS FOR REGISTRATION ON HEW PORTAL.**

Part I: Govt. Organization (Govt. Deptts./ Boards/ Corporations/ Others):

1. The work experience certificate submitted by the contractor alongwith his application for registration on HEWP will be forwarded on HEWP to the Nodal Executive Engineer of PWD (B&R)/ PHED/ IRWD.
2. The Nodal Executive Engineer will write letter/ email to the concerned Government Organization with a request to send information on prescribed format 'Annexure - A2' mentioned in Clause 15 of 'Registration Rules for Contractor - 2022'.
3. The evaluation format 'Annexure - A2', duly filled, from the Government Organization would be signed by the officer not below the level of Executive Engineer or equivalent.
4. On receipt of the evaluation report from the concerned Government Organization, in physical form/ through email, the Nodal Executive Engineer will satisfy himself about said report on the basis of scrutinizing the documents such as allotment letter, agreement, bills etc. of the work and thereafter incorporate the evaluation report in the registration application.
5. If no information is received from the client Private Organization within 10 days, Nodal Executive Engineer shall send a reminder letter/ email for supplying the information on the format 'Annexure - A2' alongwith the genuineness of the completion certificate uploaded by the applicant at the time of submission. If no information is received within 15 days, the Nodal Executive Engineer may award the marks based on the completion certificate upon its genuineness issued by the concerned agency. In case if the certificate is not uploaded by the applicant the Nodal Executive Engineer may mention as marks not received and proceed the application without scoring the work.

Part II: Private Organization:

1. The work experience certificate submitted by the contractor alongwith his application for registration on HEWP will be forwarded on HEWP to the Nodal Executive Engineer of PWD (B&R)/ PHED/ IRWD.
2. The Private Organization for the purpose of considering work experience of the contractor should be a reputed Private Organization engaged in the execution of Engineering works similar to that in the Govt. Organization with a minimum annual financial turnover of at least 5 times the category of Registration for which the contractor has applied (for example if contractor applies for registration in category IV for works upto Rs. 1.00 Crore the Private Organization should have minimum annual financial turnover of Rs. 5.00 Crore). The contractor shall submit annual financial turnover certificate of the Private Organization for the last year/ year preceding to last year, duly certified by the Chartered Accountant (CA).
3. The Nodal Executive Engineer will write letter/ email to the concerned Private Organization with a request to send information on prescribed format 'Annexure - A2' mentioned in Clause 15 of 'Registration Rules for Contractor - 2022'.
4. The evaluation format 'Annexure – A2', duly filled, from the Private Organization would be signed by the authorized signatory of the Private Organization accompanied by the authority letter vide which the authorized signatory has been appointed by the Private Organization.
5. On receipt of the evaluation report from the concerned Private Organization, in physical form/ through email, the Nodal Executive Engineer will satisfy himself about said report on the basis of scrutinizing the documents such as allotment letter, agreement, bills etc. of the work and thereafter incorporate the evaluation report in the registration application.
6. If no information is received from the client Private Organization within 10 days, Nodal Executive Engineer shall send a reminder letter/ email for supplying the information on the format 'Annexure - A2' alongwith the genuineness of the completion certificate uploaded by the applicant at the time of submission. If no information is received within 15 days, the Nodal Executive Engineer may award the marks based on the completion certificate upon its genuineness issued by the concerned agency. In case if the certificate is not uploaded by the applicant the Nodal Executive Engineer may mention as marks not received and proceed the application without scoring the work.