

**DIRECTORATE OF AUDIT
GOVERNMENT OF N.C.T. OF DELHI
4TH LEVEL, C-WING, DELHI SECTT,
I.P. ESTATE, NEW DELHI-110002.**

Sub: - Audit report of the office of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041.

Audit on the accounts of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041 for the financial year 2023-24 has been conducted by the Compliance Audit Party - Delhi Jal Board comprising of Sh. Inder Mohan, Sr.AO/IAO from 13.01.2025 to 23.01.2025 (09 working days). The accounts were reviewed purely on test check basis.

AIMS AND OBJECTIVES

Executive Engineer (North West) - I/EE (T) M-7 division is situated at H-49, Udyog Nagar, Peeragarhi, New Delhi-110041. The division is looking after the work of sewer and water maintenance of 05 Assembly Constituencies viz. Mundka (AC-8), Kirari (AC-09), Sultanpuri (AC-10), Nangloi (AC-11) and Mangolpuri (AC-12) and collection of water charges from the consumers through its Zonal Revenue Offices located in Sultanpuri and Mubarakpuri (Kirari), Delhi.

HOO/DDO's/AAO/CASHIERS

The following officers/officials have served as Head of Office (HOO)/Drawing & Disbursing Officer (DDO)/Assistant Accounts Officer/Cashier during the period 2023-24.

S. No.	Name of the Head of Office	From - To
1.	Sh. Satish Kumar Gupta	01.04.2023 to 31.07.2023
2.	Sh. Birjesh Kumar	01.08.2023 to 07.01.2024
3.	Sh. Harish Chander	08.01.2024 to till date.

S. No.	Name of the AAO	From - To
1.	Sh. Kumar Santosh Gupta	01.04.2023 to 25.08.2023
2.	Sh. Tejbir Dabas	26.08.2023 to till date

S. No.	Name of the Cashier and Designation	From - To
1.	Sh. Subhash Chand, ASO	01.04.2023 to 31.07.2023
2.	Sh. Deepak Shokeen, Sr. Assistant	01.08.2023 to 31.10.2023
3.	Sh. Pradeep Kumar, Jr. Assistant	01.11.2023 to till date

BUDGET ALLOCATION AND EXPENDITURE FOR THE YEAR 2023-24

Year	Capital (Rs. in Lakhs)			Revenue (Rs. in Lakhs)		
	Budget allotted	Expenditure	Balance	Budget allotted	Expenditure	Balance
2023-24	10671.73	5878.01	4793.72	4741.04	4158.82	582.22

VACANCY STATEMENT

Group	Sanctioned Posts	Filled Posts	Vacant Posts
A	Due to restructuring of division, the division is unable to provide the sanctioned post record.	4	Due to restructuring of division, the division is unable to provide the sanctioned post record.
B		23	
C		318	
TOTAL		345	

STATUTORY AUDIT

The statutory audit of the office of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041 has been conducted by AG (Audit), Delhi up to the financial year 2023-24.

MAINTENANCE OF RECORDS

The maintenance of records of the office of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041 for the period 2023-24 was found satisfactory subject to observations made in Current Audit Report.

OLD AUDIT REPORT

There were 14 (fourteen) outstanding audit paras with the outstanding NIL recoveries in respect of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041. No reply has been submitted by the Division and therefore, 14 (fourteen) paras along with NIL recovery have been incorporated in Part-I Old Report of the Current Audit Report.

S. No.	Year	Total Para's	Total Recovery	Para Settled	Para no. of Settled Para's	Outstanding Para's with para No.	Balance Recovery
1	2022-23	14	NIL	Nil	--	14 (01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13 & 14)	NIL
	TOTAL	14	NIL	Nil	--	14	NIL

CURRENT AUDIT REPORT (2023 - 2024)

During the course of current audit, 21 (twenty-one) audit observation memos including 01 requisition memo highlighting various shortcomings/recoveries to the tune of Rs.7,57,815/- were issued. No observation memo was settled on the spot. Therefore, all the 21 (twenty-one) observation memos including 01 (one) Requisition Memo along with recovery amount of Rs.7,57,815/- have been converted into 17 Paras and 04 TAN which are incorporated in Current Audit Report.

DETAILS OF CURRENT RECOVERY (AUDIT PERIOD 2023-2024)

Memo No.	Total Recoveries (in Rs.)	Amount Recovered	Balance (in Rs.)	Para. No.
06	32,330/-	--	32,330/-	05
10	5,80,359/-	--	5,80,359/-	07
17	1,37,206/-	--	1,37,206/-	13
18	7,920/-	--	7,920/-	14
Total	7,57,815/-	--	7,57,815/-	

The internal audit report has been prepared on the basis of information furnished and made available by the office of Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041. The Directorate of Audit, GNCT of Delhi disclaims any responsibility for any misinformation and of non-information on the part of auditee.


(INDER MOHAN)
 Inspecting Audit Officer
 Compliance Audit Party - DJB

PART - I

OLD AUDIT REPORT

(2022-23)

gazetted officer. However, the same was not found attached/pasted in most of the service books.

- Old Report 93/c co*
3. Leave Account is not being maintained properly, not in prescribed format in most of service books.
 4. The particulars of each Government Servant at the first page of Service Book should be re-attested after every five years and photograph of the every officials needs to be updated in every 5 Years. However, the same was not found in most of the service books.
 5. Service Book is required to be shown to the officers/officials every year and signature of the officer/official concerned is obtained. But this procedure is not being followed by the department.

Reasons for the above discrepancies may be elucidated to the audit.

28.. EE (North west)-I, peeragarhi (Maintenance).

PARA-01 Bank Reconciliation Statement for the Financial Year 2022-23. (Audit Memo No. 01 Dated: 16.10.2023)

During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**, it has been observed that Total 17 (Seventeen) Bank Accounts are being operated in the office, detail as under :-

SNO	Particulars (1-Apr-22 to 31-Mar-23)	Closing Balance	
		Debit	Credit
1	Allahabad Bank EMD A/c 50448339804	1874843.00	
2	Cheque in Transit-ZRO-Kirari	20496.00	
3	Cheques in Transit	561728.00	
4	Corporation Bank-026401601000505	75135.96	
5	CORPORATION BANK-105	4685968.44	
6	Corporation Bank- 4115	1601590562.61	

7	Corporation Bank A/c No: 4857	111301428.31	
8	SYNDICATE BANK 36	715787.15	
9	Syndicate Bank A/c 12261	35781924.00	
10	Cheque in Transit-ZRO-I SP		260575.00
11	Corp.Bank ZRO A/c No-510101006489797		1651390.89
12	Corporation Bank- 4116		1024934860.00
13	Corporation Bank- 4194		141494.00
14	S.B.I.-1401		15465347.00
15	S.B.I.-1402		21438215.00
16	S.B.I.-1403		28200575.00
17	SBI A/C NO.41419743083		39009059.00
	Grand Total	1756607873.47	1131101515.89

The department was requested to provided the following informations :-

18. Purpose of maintaining each Bank Accounts.
19. Reconciliation Statements of all Bank Accounts mentioned above alongwith Bank Statements.
20. Reason for Credit Balance of Bank Account mentioned at Serial Number 10 to 17.

However, no reply has been provided by the department for the above observation. Hence Audit team is not in position to make any comments.

Further, the department is requested to reconcile the above Bank Accounts under intimation to Audit.

PARA-02: Unsettled Advances.

(A) Unsettled Advances Paid to Employees (Debit Balance)(Audit Memo No. 02 Dated: 16.10.2023)

During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**,it has been observed that following **Advances to Employees** were paid to Employees for the LTA,Medical Advance, Tour & Travel etc. are lying unsettled for the long time, detail as under :-

Particulars	Debit
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91/c

Advances to Employees	
Leave Travel Advance	5,79,695
Medical Advance	8,22,049
Tour & Travel Advance	22,820
Grand Total	14,24,564

It is requested to settle the above long pending Advance under intimation to Audit.

(B) Adjustment of Loan paid to Employees.)(Audit Memo No. 03 Dated: 16.10.2023)

During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**, it has been observed that amount against the following Long Terms Advances/Short Terms Advances were received which is showing credit Balance in each Loan Accounts, it means that either excess amount has been received or Interest amount has received which has not been adjusted so far :-

	<i>Loans to Employees</i>	
Particulars	EE(North West) -I - (From 1-Apr-2007) - (from 1-Apr-2014)	
	Closing Balance	
	Debit	Credit
Computer Loan		10800.00
Cycle Loan		900.00
Fan Loan		9155.00
House Building Loan		83244.00
Motor Cycle Loan		61582.00
Grand Total		165681.00

It is requested to settle the above long pending Advance under intimation to Audit.

(C) Adjustment of Other Advances (Credit Balances)(Audit Memo No. 04 Dated: 16.10.2023)

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During the Scrutiny of records provided by Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063,, it has been observed that amount against the following Long Terms Advances/Short Terms Advances were received in excess of Loan granted, which has not been adjusted so far :-

	Loans to Employees	
	EE(North West) -I	
Particulars	1-Apr-22 to 31-Mar-23	
	Closing Balance	
	Debit	Credit
Other Advance		1,93,813
Grand Total		1,93,813

It is requested to settle the above long pending Advance under intimation to Audit.

PARA-03: Huge Balances in Cash-in-Transit-ZRO Account and Cheque-in-Transit-ZRO Account.(Audit Memo No. 05 Dated: 18.10.2023)

During the Scrutiny of records provided by Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been observed that huge Debit balances Rs.1,91,57,446/- are showing in the Ledger Accounts of Cash-in-Transit-ZRO-I SP,Kirari & Cheque-in-Transit ZRO-I SP(S.No. 1 to 3) are not being deposited in the Treasury/Bank, whereas it should be deposited immediately with the Bank without delay, Further, Credit balance of Rs.20,496 is also showing in the ledger Cheque-in-Transit-ZRO-Kirari, it mean excess amount has been deposited in Treasury, which is also seems to be incorrect, detail as under :-

S.No.	Detail of Ledger	Amount (Dr.)	Amount(Cr.)
1	Cash-in-Transit-ZRO-I SP	1,88,06,371	0
2	Cash-in-Transit-ZRO – Kirari	90,500	0
3	Cheque-in-Transit- ZRO-I, SP	2,60,575	0
4	Cheque in- Transit –ZRO-Kirari	0	20,496
	Total	1,91,57,446	20,496

The Department is requested to look into the matter under intimation of Audit.

PARA-04: Non Deposit of Statutory Deduction, R.R. Charges and duty and taxes.

(A) Non Deposit of Statutory Deduction.(Audit Memo No. 06 Dated: 18.10.2023).

During the Scrutiny of records provided by Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been observed that the following statutory

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deduction have been made from the employees but the same has not been remitted with the concerned Authorities, which are kept lying in the following Ledgers :-

S.No.	Detail of Ledger	Amount (Dr.)	Amount(Cr.)
1	CPF Deduction		10,30,627
2	LIC Deduction		5,105
3	Other Deduction		2,76,747
	Total		13,12,479

It is requested to deposit the above Statutory Deduction to the concerned authority under intimation to Audit.

(B) Non Deposit of R.R. Charges.(Audit Memo No. 07 Dated: 18.10.2023).

During the Scrutiny of records provided by Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been observed that the R.R. Charges are received by ZROs from the customer/contractor but same has not been remitted with the Concerned Authorities, detail as under :-

S.No.	Detail of Ledger	Amount (Dr.)	Amount(Cr.)
1	R.R. Charges Payable		11,77,355
2	R R Charges -ZRO		4,85,48,652
	Total		4,97,26,007

It is requested to deposit the above R.R. Charges to the concerned authority under intimation to Audit.

(C) Duties and Taxes and outstanding not deposited.(Audit Memo No. 18 Dated: 20.10.2023).

During the scrutiny of records provided by the by **Executive Engineer (NW-1)/EE(Tendering) M-7, Delhi Jal Board, Peeragarhi, New Delhi-110063** regarding Duties and Taxes, the following discrepancies were noticed :-

- 3) GST is showing the Debit balance of Rs.11,988/-, it means GST has been deposited in excess against the due GST.
- 4) W.C.T. is showing the Credit Balance of Rs.7,449, it means that WCT has been collected from the contractor but same has not been deposited with the concerned Authorities.
- 5) Building Cess is showing credit balance of Rs.28,57,482/-, it means it is outstanding to deposited the amount with the concerned Authorities.

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- 6) Deduction for Society showing Credit Balance of Rs.1,31,580/-, it means that amount collected but same has not been deposited with the concerned Societies.

The Department is requested to look into the matter under intimation of Audit.

PARA-05 Loss Rs. 23,47,426/- on account of not availing 15% rebate on advertisement .
(Audit Memo No. 08 Dated: 19.10.2023)

During the test check of records related to expenditure incurred on Advertisement by the O/o of **EE,North West-1/EE(Tendering)- M-7**, Delhi Jal Board, Peeragarhi, New Delhi-110063 , it has been observed that the office has incurred Rs. 1,35,02,805/- on Advertisement of publication of tender notice/NIT(Notice Inviting Tender). The department has make payment directly to the concerned Advertisement Agency/media house.

Newspaper publication /media House provides 15% discount/rebate to Government department of DAVP rates for publication of Advertisement but no rebate/discount is provided to Delhi Jal Board on Advertisement by the Media House/Advertisement Agency. As per Delhi Govt. Order, it is mandatory to publish the Advertisement through Shabdarth (an Advertisement Agency of Govt. of NCT of Delhi).

Shabdarth, Receive 15% rebate on Advertisement of Print media, however, the division has not publish the Advertisement through Shabdarth and publish the Advertisement directly through the Advertisement agencies and not availing 15 % discount/rebate.

Sr. No.	Name of Advertisement Agency/ Media House	Amount Paid (F.Y. 2022-23)	Amount of rebate not given by the Agency/Media House(15%)
1	Amar Ujala Publication Ltd	838918	125838
2	Bennett Coleman & Co. Ltd	6126278	918942
3	Hindustan Media Venture Ltd.	1106492	165974
4	H.T. Media Ltd.	3650611	547592
5	Jagran Prakashan Ltd.	662780	99417
6	M/s Jagran Prakashan Ltd.	607088	91063
7	Cmyk Printech Ltd.	480060	72009
8	Dainik Bhaskar	263015	39452
9	Loksatya Media Pvt. Ltd.	33011	4952
10	Punjab Kesri	179581	26937
11	Virat Vaibhav	52331	7850
12	India Express Newspaper	1649339	247401
Total			2347426

It is to mentioned that some Advertisement for tender notice are published in All Editon(All India) of the Newspaper and same tenders are published on Govt. e-platform. It

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is a loss to Shabdarth/Govt of NCT of Delhi for non publication of Advertisement through Shabdarth.

The Department is requested to look into the matter under intimation of Audit.

PARA-06 Non-Submission of Completion Certificates in r/o 100% completed project
(Audit Memo No. 09 Dated: 19.10.2023)

As per section 30.4 of CPWD Manual :-

The Chief Project Manager/Project Manager/Superintending Engineer shall also record the following certificate:-

"I have inspected the work of contract value of which is Rs. vide Agreement No. today. As a result of this inspection and my previous inspections, I find that the work has been carried out generally to specifications, and has been completed satisfactorily. There are no noticeable defects except for the following:"

(3) The above certificate is required to be recorded within a period of 3 months from the date of completion of the work.

(4) In the case of works whose contract value is less than the above, the Executive Engineer have to record similar certificate as the case may be.

(5) The defects so pointed out if any should be rectified by the contractor, or by the Department at his cost expeditiously, action for which should be taken in terms of the contract.

(6) An attested copy of the completion certificate will be attached with the office copy of the Final bill of the contractor, and it shall remain on the record of the Division. The Executive Engineer shall not make final payment till this certificate is recorded and attached to the office copy of the bill. This certificate, however, will in no way reduce the responsibility of the Executive Engineer and the Divisional Accountant for due check of the work and the bill as required by the rules and code of practice of the Department.

As per section 33.1(4) of CPWD Manual, The compensation for slow progress or non-completion of work in stipulated time, at the rates specified therein, is an "agreed compensation" under clause 2, which the contractor has to pay in case of default. Therefore, there is no choice for the Engineer-in-charge but to recover the same at the rates mentioned in clause 2 of the contract, if the progress of the work is slow or the work is not completed in stipulated time.

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During the test check of progress reported/status reports of the following work provided by the O/o of EE, North West-1/EE(Tendering)- M-7 Delhi Jal Board, Peeragarhi, New Delhi-110063, it was noticed that some of the work have been completed 100% completed, however, the completion certificate is not available in the records provided by the department.

Reason of non-recording of completion certificate of all completed project may elucidated to audit after due verification of facts and figures.

PARA-07 Non-Deduction of TDS from Bills of Hiring of Water Tanker .(Audit Memo No. 10 Dated: 19.10.2023)

As per Income Tax Act, Tax Deducted at Source rate for Section 194C in FY 2022-24 is as under with threshold limit :-

TDS List	Section	Nature of Payment	Threshold (in Rs.)	For Individual / HUF	For Others
194C		Payments made to contractors or sub-contractors one time	30,000	1%	2%
194C		Payments made to contractors or sub-contractors on an aggregate basis	1,00,000	1%	2%

During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**, it has been observed that TDS has not been deducted from the following Bills of Hiring of Water Tanker :-

S.N o.	C.V. NO/ Date	Name of Contractor	Vehicle No.	Billing Period	Amount Paid
1	18/19-10-22	M/s Ashish	DL-1L-3148	Apr-22	64993
2	63/25-11-22	M/s Ashish	DL-1L-3148	May-22	64849
3	53/14-03-23	M/s Ashish	DL-1L-3148	Jun-22	63202
4	57/24-03-23	M/s Ashish	DL-1L-3148	Jul-22	63497
5	53/24-03-23	M/s Ashish	DL-1L-3148	Aug-22	63242
6	53/24-03-23	M/s Ashish	DL-1L-3148	Sep-22	56735
7	53/24-03-23	M/s Ashish	DL-1L-3148	Oct-22	64033
8	53/24-03-23	M/s Ashish	DL-1L-3148	Nov-22	61873
9	53/24-03-23	M/s Ashish	DL-1L-3148	Dec-22	65260
10	259/19-6-23	M/s Ashish	DL-1L-3148	Jan-23	68104
11	259/19-6-23	M/s Ashish	DL-1L-3148	Feb-23	61204
12	259/19-6-23	M/s Ashish	DL-1L-3148	Mar-23	67786
13	48/19-10-22	M/s Harit	DL-IL-AA-7066	Apr-22	70427
14	62/25-11-22	M/s Harit	DL-IL-AA-7066	May-22	63454
15	53/24-03-23	M/s Harit	DL-IL-AA-7066	Jun-22	65340
16	53/24-03-23	M/s Harit	DL-IL-AA-7066	Jul-22	65940

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17	53/24-03-23	M/s Harit	DL-IL-AA-7066	Aug-22	65587
18	53/24-03-23	M/s Harit	DL-IL-AA-7066	Sep-22	64101
19	53/24-03-23	M/s Harit	DL-IL-AA-7066	Oct-22	65855
20	53/24-03-23	M/s Harit	DL-IL-AA-7066	Nov-22	67031
21	53/24-03-23	M/s Harit	DL-IL-AA-7066	Dec-22	63623
22	260/19-06-23	M/s Harit	DL-IL-AA-7066	Jan-23	70153
23	260/19-06-23	M/s Harit	DL-IL-AA-7066	Feb-23	63945
24	260/19-06-23	M/s Harit	DL-IL-AA-7066	Mar-23	70966
				TOTAL	1561200

The Department is requested to recover the above TDS from concerned contractor under intimation to Audit.

PARA-08 Splitting of Works pertaining to Replacement of Stopped/defective water meters and Providing & fixing new water connections in different area under NW-01. (Audit Memo No. 12 Dated: 20.10.2023)

As per Rule 130 of the GFR envisage that the purpose and sanction, a group of works which forms one project, shall be considered as one work. The necessity for obtaining approval or sanction of higher authority to a project which consist of such group of work should not be avoided because of the fact that the cost of each particular work in the project is within the powers of such approval or sanction of a lower authority.

During the test check of records of the office of Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been found that the division has carried out various works of providing Splitting of Works pertaining to Replacement of Stopped/defective water meters and Providing & fixing new water connections in different area under AC(M)-03 and splits similar nature of work. The details of split works is as under :-

Sr. No.	Name of Work	Name of Contractor	Work Order No. and Date	Cost of Tender
1	Providing and Installation of new water meter for unmetered water connection in ward no 53 N of AC-12 Mangolpuri under AEE(M)-12/ACE(M)-7.	M/s Prakas Infra Developers	19, dated 10.05.2022	2258721
2	Providing and Installation of new water meter for unmetered water connection in ward no 56 N of AC-12 Mangolpuri under AEE(M)-12/ACE(M)-7.		20, dated 10.05.2022	2236337
3	Replacement of stop water meter/unmetered in ward no 45 and 46 N in Sultanpur Mazra Constituency (AC-10) under AEE(M)-10/ACE(M)-7.	M/s P.K. Chaudhary Constructin Co.	23, dated 17.05.2022	4097085

4	Replacement of stop water meter/unmetered in ward no 47 and 48 in Sultanpur Mazra Constituency (AC-10) under AEE(M)-10/ACE(M)-7.	M/s Gourav Choudhary Const. Co.	24, dated 17.05.2022	4167517
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Reason of the above lapse may elucidated to audit after due verification of facts and figures.

PARA-09 Non-Utilization of funds to the tune of Rs. 5464.66 lakh .(Audit Memo No. 14 Dated: 20.10.2023)

As per provisions of contained Under Section 4 & 49 of the CPWD manual , every department while finalizing annual action plan should keep in mind that the budget provisions should be scrupulously prepared and there should not be over allocation leading to unnecessary large savings. Similarly the funds allocated should be utilized fully under the budget heads for providing the facilities/services included in the annual action plan. The target fixed for execution of work in financial year should be fully achieved.

During the test check of records of total budget and actual expenditure during the period 2022-23 of the O/o of **EE,North West-1/EE(Tendering)- M-7**, Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been observed that an amount of Rs. 5466.66 lakh were not utilized as details below:-

Sr. No.	Head of Account name for the Year 2022-23	Budget Allocated(in Lakh)	Expenditure (in Lakh)	Saving	% of Saving
1	Replacement of Old Distribution and Trunk Transmission system	1058.13	587.37	470.76	44.49
2	Ranney Well & Tube Wells	230.68	195.30	35.38	15.34
3	Staff Qtr. & office Accommodation	200.83	75.47	125.36	62.42
4	Distribution Mains and Reservoirs	189	110.72	78.28	41.42
5	I.T. Infrastructure & Digitized Mapping	39.30	6.04	33.26	84.63
6	Water supply in Resettlement colony (RSC-W)	723	448.01	274.99	38.03
7	Rural Water Supply(RSC-W)	67.04	14.75	52.29	78.00
8	GIA for providing water supply in unauthorized colonies (only for capital works)	3683.14	1738.01	1945.13	52.81
9	GIA for providing water supply in unauthorized colonies General Purpose. (Tankers/Pol./etc)	403.90	199.71	204.19	50.55
10	Trunk Peripheral sewer and Gravity Duct	353.64	196.56	157.08	44.42
11	Branch Sewer	1886.75	1158.90	727.85	38.58
12	Sewerage Facilities in Rural Village	112.50	0	112.5	100.
13	Sewerage facilities in RSC	1600.88	1287.22	313.66	19.59
14	Sewerage facilities in Unauthorized colonies.	1017.50	199.30	818.2	80.41
15	Water supply in urban village	94.40	0	94.4	100
16	Rain Water Harvesting	88.00	66.67	21.33	24.24
	Total	11748.69	6284.03	5464.66	46.51

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Out of total allocation of funds to the tune of Rs. 11748.69/- lakh, an expenditure of Rs. 6284.03 lakh has been made. The overall percentage saving was 46.51%.

The division also did not realize that they will not be in a position to extract the funds available with them during the financial year 2022-23. Had they anticipated the same, the fund could have been surrendered in time so that the same could have been utilized by some other division/project of DJB on the GNCTD.

Reason of above irregularity may be furnished to audit.

PARA-10 Award of work at abnormally below the Estimated Cost. (Audit Memo No. 15 Dated: 20.10.2023).

As per circular no. DJB/CEO/2022/D-1338 dated 21.04.2022,

"it is being observed that in many of the tenders, some of the non-serious bidders quoted very less amount in the bidding. Further, after the award of the project, successful bidder is not able to execute any work/delays the work as the rate quoted by him are unworkable. In view of the above issue, it has been decided that if L-1 is more than 25% below then the justified cost, the bid, the bid will be considered as a bid on unworkable rates.

If unworkable rates are received, the :-1 shall have to submit the difference between the 25% less amount of justified rate and his quoted rate as additional Performance Guarantee to Delhi Jal Board and only after the additional Performance Guarantee is submitted the contract would be executed. Subsequently, it will be adjusted in all RA bills against Performance Guarantee."

As per Section 2.5 of CPWD Manual, the Technical Sanction provides a guarantee that the proposals are technically sound and that the estimates are accurately prepared and are based on adequate data. The estimates of the work were prepared by the Technical Expert Engineers of the division on the basis of prevailing Delhi Schedule of Rates. However, it was noticed that tenders were accepted much below than the estimated cost, which raises questions towards the quality & quantity of the works, awarded by the Division and also towards un-realistic approach of the Technical Expert Team while preparing the estimates of the works.

Test check of records provided by the **Executive Engineer (NW-1)/EE(Tendering) M-7, Delhi Jal Board, Peeragarhi, New Delhi-110063** in r/o the work awarded and executed by the Division during the period 2022-23 reveals that many of the tenders have been awarded below the estimated cost. Detail of works which were awarded more than 25% below the Estimated Cost, is given below:-

S. No.	work order No.	Name of the Contractor	Estimated Rate	Contract Amount	Below %	Name of the work and location
1	56/13-06-2022	Laxmi Const. Co.	2327289	1698921	27.00%	Day to day Maintenance and improvement of sewerage system by Inter connection of tracing/raising/repairing manholes of sewer in ward 37- & 39 in Mundka AC-8

2	58/13-06-2022	Aditya Construction Co.	2284644	1523858	33.30%	Day to day Maintenance and improvement of sewerage system by Inter connection of tracing/raising/repairing manholes of sewer in Nilothi ward No.38 in Mundka Const under AEE(M)8
3	78/23-06-2022	Nikhil Enterprises	2283952	1429526	37.41%	Removal of Contamination by replacement of W/L in PKT C-11 Sec-3, Rohini AC-12 under ZE-V/EE(NW-I)
4	58/13-06-2022	Aditya Construction Co.	2284644	1523858	33.30%	Day to Day maintenance of Imp. Of sewerage system by inter connection and Tracing /raising /Repairing of manholes of sewer line in Nilothi Ward No.38 in Mundka constituency under AEE(m)8
5	78/23-06-2022	Goel Buildon	2012962	1447118	28.11%	Replacement of old detroated S/L in B-4 Block, Sultanpuri in Sultanpuri Mazra Constituency under AC-10 AEE(M)10/ ACEM-7
6	79/23-06-2022	Goel Buildon	1530297	1098600	28.21%	Replacement of old detroated S/L in A-5 Block, Sultanpuri in Sultanpuri Mazra Constituency under AC-10 AEE(M)10/ ACEM-7
7	87/28-06-2022	Nagpal Associates	2007489	1505617	25.00%	Imp of w/s by repairing of different size of leakages in ward No.55N of mangolpuri in AC-12 under AEE(M) 12/ACE(m)-7
8	88/28-06-2022	Mohan Enterprises	1857300	1300110	30.00%	Installation of Rain water harvesting system at L Block OHT Q Block & C Block Stores in AC-12 Managolpuri under AEE(m) 12/A CE(M)7
9	103/08-07-2022	Laxmi Const. Co.	1637939	1032066	36.99%	Imp. Of sewerage system by repairing of damaged sewer manholes in ward No.46 in Sultanpuri (AC-10) under AEE(m)10/ACE(m)7
10	104/08-07-2022	Laxmi Const. Co.	1646520	1037472	36.99%	Imp. Of sewerage system by repairing of damaged sewer manholes in ward No.48 in sultanpuri (AC-10) under AEE(M)10/ACE(m)7
11	107/08-07-2022	C.P. Verma Construction Co	1949662	1228482	36.99%	Imp of sewerage system by repairing of damaged sewer man holes in Ward No.45 in Sultanpuri(AC=10) under AEE(M)10/ACE(m) 7
12	110/14-07-2022	Tanuj Enterprises	2169261	1518483	30.00%	Improvement of sewerage stem by repair/replacement of old damaged sewer line by 300 mm dia S.No.8 pipe near gurudwara sayyed nangloi E Block Shiv Ram Park and Q Block Nihal Vihar in Nangloi Jat

						AC-11 under AEE(m) 11
13	121/0 4-08- 2022	Nikhil Enterprises	1312464	914354	30.33%	Replacement of old deteriorated S/L in A-3 Block Sultanpuri in Sultanpuri Mazra Constituency AC-10 under AEE(m) 7
14	123/1 6-08- 2022	Sarovar Tubewell	1697952	1100103	35.21%	Installation of new D& HPS and repairing of old DBHPs India Mark-II/III of different locations in Sultanpuri Mazra Construction(AC-10) under AEE(m)10/AEE(m)7
15	124/2 0-08- 2022	Mahalaxmi Enterprises	2254255	1411164	37.40%	Imp. Of Sewerage system by repair of badly damaged and buries sewer manholes in Laxmi Park ward and adjoining area in Nangloi PC-II under AEE(m)11
16	128/2 7-08- 2022	Nagpal Associates	2460697	1800450	26.83%	Strengthening of w/s by repairing of different size of leakages in war 53N AC-12 under AEE(m)12/ACE(m)7
17	131/0 2-09- 2022	M.D. Enterprises	4917455	3278467	33.33%	Replacement of old badly damaged S/ L by 300 MM dia S.N.8 SWP(DWC) pipe of W-Block jawala puri in nangloi jat AC-11 under AEE(m)11

It is requested to provide Additional Performance Guarantee of the all above project where work was awarded more than 25% below to the justified cost and reasons and justification for awarding of work abnormally below (more than 25%) the estimated cost may be elucidated to the audit with the supporting documents, if any.

PARA-11 Irregularities in repairing and service of tankers/vehicles. (Audit Memo No. 16 Dated: 20.10.2023).

During the test check of records of the O/o of EE,North West-1/EE(Tendering)- M-7, Delhi Jal Board, Peeragarhi, New Delhi-110063, it has been observed that work of Repairing and Service of Department Tankers working in different constituency has been awarded to M/s Jhakar Automobiles.

Further scrutiny of records, it has been observed that the Competent Authority has approve the Award of Work without call of Tender, waving off the condition of not deposition of E/M and waving off the condition of execution of Contract Agreement(CIA) , details as under:-

Sr.	Work Order & Date	Name of Contractor	Amount of Tender
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No.			
1	62, 16.06.2022	M/s Jakhar Automobiles	69608
2	63, 16.06.2022		72918
3	64, 16.06.2022		147124
4	65, 16.06.2022		180746
5	66, 16.06.2022		132182
6	67, 16.06.2022		91849
7	68, 16.06.2022		138123
8	97, 06.07.2022		126629
9	98, 06.07.2022		138928
10	99, 06.07.2022		128515
11	117, 25.07.2022		72520

The Department was requested to provided the rule position under which the competent Authority has accepted approval for Award of Work without call of Tender, waving off the condition of not deposition of Earnest Money(EM) and waving off the condition of execution of Contract Agreement(CA). However, no reply has been received from the Department.

The Department is requested to look into the matter under intimation of Audit.

PARA-12 Irregularities in procurement of items.

(A) Irregularities in Procurement of Printing and Stationery Rs.3,58,785/-(Audit Memo No. 17 Dated: 20.10.2023).

As per Delegation of financial power to Head of Department and Head of Office of Government of NCT of Delhi,2008, Head of Office is competent to purchase of Stationery items upto Rs.10,000/- Per Annum and Head of Department is competent to purchase of Stationery Item upto 5,00,000/-

5. During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**, it has been observed that total expenditure on Printing and Stationery has been made to the tune of Rs.3,58,785/-by the splitting the quantity/amount in small quantities of items and paid through Imprest (Amount Payable to Staff) to avoid to approval of next higher Authority. Head Office has procured the Stationery items beyond the limit of Rs.10,000/-as per Delegation of Financial power.
6. **As per Rule 149. of GFR**, Government e-Market place (GeM). DGS&D or any other agency authorized by the Government will host an online Government e-Marketplace (GeM) for common use Goods and Services. DGS&D will ensure adequate publicity including periodic advertisement of the items to be procured through GeM for the prospective suppliers. The Procurement of Goods and Services by Ministries or **Departments** will be mandatory for Goods or Services available on GeM. The credentials of suppliers on GeM shall be certified by DGS&D. The procuring authorities will certify the reasonability of rates.

The Department has not procured the the above items from GeM. All the above mentioned items were procured from open market. Hence there is violation of Rule 149 of GFR 2017 violation of O and M. F. 20/08/2017/866-873 (JSexp.) dated 26.04.2017 vide which attention stipulates that the procurement of Goods and Services by Ministries or Department will be mandatory for Goods and Services available of GeM.

7. **As per Rule 154 of GFR, Purchase of goods without quotation**, Purchase of goods upto the value of Rs. 25,000 (Rupees twenty five thousand) only on each occasion may be made without inviting quotations or bids on the basis of a certificate to be recorded by the competent authority in the following format.

"I, am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price."

However, as per records, No certificate is available in the file that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price.

8. **Rule 155 Purchase of goods by Purchase Committee.** In case a certain items is not available on the GeM portal, Purchase of goods costing above Rs. 25,000 (Rupees twenty five thousand only) and upto Rs. 2,50,000/- (Rupees two lakh and fifty thousand only) on each occasion may be made on the recommendations of a duly constituted Local Purchase Committee consisting of three members of an appropriate level as decided by the Head of the Department. The committee will survey the market to ascertain the reasonableness of rate, quality and specifications and identify the appropriate supplier. Before recommending placement of the purchase order, the members of the committee will jointly record a certificate as under.

"Certified that we, members of the purchase committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question, and it is not debarred by Department of Commerce or Ministry/ Department concerned."

However, as per records, No local purchase committee was made for procurement of above mentioned items and no market survey has been made to ascertain the reasonableness of rate, quality and specifications and identify the appropriate supplier.

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Reason for above discrepancy may be elucidated to audit.

**(B) Irregularities in procurement in Expenditure Head – “Other Expenses”
Rs.468274.30/-Audit Memo No. 11 Dated: 19.10.2023).**

During the Scrutiny of records provided by **Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063**, it has been observed that total Expenditure on Other Expenses has been made to the tune of Rs.4,68,274/-by the splitting the quantity/amount in small quantities of items and paid through Imprest (Amount Payable to Staff) to avoid to approval of higher Competent Authority.

Reason for above discrepancy may be elucidated to audit.

**PARA-13 Monitoring of Fixed Assets/Immovable Property Register.(Record Memo No. 12
Dated: 18.10.2023).**

As per GFR guidelines, assets of a government department must be monitored regularly to prevent any kind of loss or damage. The department must maintain an inventory of its assets, and the inventory must be updated on a regular basis. Additionally, the department must conduct regular inspections and audits of its assets to ensure that they are being used efficiently, and that they are secured adequately. The objective of the Assets Monitor is to ensure that the government's assets are being used efficiently, and that they are not wasted, lost, or stolen. Assets Register are mandatory to maintain as per Rule 207 to 223 of GFR Rules,2017.

The following Fixed Assets/Immovable Property Register are exists in the Books of Accounts of Executive Engineer (NW-1)/EE(Tendering) M-7 , Delhi Jal Board, Peeragarhi, New Delhi-110063 as on 31-03-2023, detail as under :-

	Fixed Assets	
	EE(North West) -I	
Particulars	1-Apr-22 to 31-Mar-23	
	Closing Balance	
	Debit	Credit
Buildings & Civil Structure	898995652.00	
Electrical Installations	2201825.00	
Furniture and Fixture	2515000.00	
IT Infrastructure	139269.00	

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Land	10681438.00	
Plant and Machinery	8528500.00	
Vehicles	12406763.00	
Grand Total	(935468447.00	

The Department was requested to provide the **Fixed Assets Register/Immovable Property Register** as per form GFR-22(See Rule 211 (ii)(a))

Form GFR -22

(see Rule 211 (ii)(a))

Name and Description of Fixed Assets.....

Date	Particulars of Assets	Particulars of Supplier Name and Address, Bill No., Date	Cost of Assets	Location of the Assets	Remarks (User of Assets)
1	2	3	4	5	6

However, no reply has been provided by the department for the above observation. Hence Audit team is not in position to make any comments.

The Department is requested to look into the matter under intimation of Audit.

PARA-14 Non- production of Records.(Reference:- Record memo).

Following records for the audit period were not produced before the audit for scrutiny:

1. Records related to Vehicles (Log Book).

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The above record may be produced before the next Audit for scrutiny.

Tan- 01 Shortcomings in hiring of water tanker. (Audit Memo No. 13 Dated: 19.10.2023)

During the test check of records of the office of O/o of **EE,North West-/EE(Tendering)- M-7** Delhi Jal Board, Peeragarhi, New Delhi-110063 , it has been found that the department is hiring "Water Tankers" for "supply of water" in regularized/unauthorized colonies and other areas under ACE(M)-03.

As per Circular NO. DJB/ACE(M)-11/2022 dated 30.03.2022, the rates of different capacity of water tankers and their average is as under:-

Sr. No.	Capacity of Tanker	New proposed Rates (Rs.) rate per day(w.e.f. 01.04.2022)	Fuel Reimbursement
1.	2KL	Rs. 1470/-	@ 8km per KG/Liter
2.	3-3.99 KL	Rs. 1646/-	@ 6km per KG/Liter
3.	4-6 KL	Rs. 2174/-	@ 5km per KG/Liter
4.	8KL and above	Rs. 2700/-	@ 3.5km per KG/Liter

The cost of diesel/CNG consumed actually will be reimbursed as per the terms and conditions.

The rate mentioned in above table is equal for reimbursement of fuel for both CNG and Diesel Tanker. However the rate of CNG per kg is less than rates of Diesel per liter in prevailing market. As per bill submitted in the month of March 2023, the rate of Diesel and CNG as under:-

Sr. No.	Diesel Tanker (Rate of Diesel)	CNG Tanker (Rate of CNG)	Difference in rate(Rs.)	Excess (in percentage)
1	89.62 per Ltr.	79.56 per kg	10.06	12.64%

The Department has hired both CNG and Diesel "Water Tankers". If Department hired CNG Water tanker in place of Diesel Water Tanker, it will save 12.64% of fuel reimbursement charges and CNG Water Tankers are also environment friendly.

29. EE (North west)-II, Rohini (Maintenance)

PARA-01 Non Levy of compensation of 4953/-despite delay in completion and Decrease in scope of work without getting approval of deviation. (Audit Memo No. 01 Dated: 13.09.2023)

PART - II

CURRENT AUDIT REPORT

(2023-2024)

CURRENT AUDIT REPORT **(2022-23 and 2023-24)**

Para No. 01: Discrepancies in opening/closing balances of Bank Accounts operated in the Division for the Financial Year 2023-24.
(Ref. Observation Memo No. 02 dated: 15.01.2025)

During scrutiny of records provided by the office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been observed that following Bank Accounts and Cheques in Transit Ledger exists in the Book of Accounts of the Division for the year ending 31st March, 2023, details of which are as under:

Banks & Cheques in Transit Balances as on 31-03-2023			
		Debit (in Rs.)	Credit (in Rs.)
1	Allahabad Bank EMD A/c 50448339804	4,33,07,243.00	
2	Cheques in Transit-ZRO-I SP		6,76,679.00
3	Cheques in Transit-ZRO-Kirari	20,496.00	
4	Cheques in Transit		33,53,741.55
5	Corporation Bank ZRO A/c No.510101006489797		32,97,004.89
6	Corporation Bank – 026401601000505	79,219.96	
7	Corporation-105	46,85,968.44	
8	Corporation Bank-4115	164,13,15,897.61	
9	Corporation Bank-4116		102,49,34,860.00
10	Corporation Bank-4194		1,41,494.00
11	Corporation Bank A/c No. 4857	7,61,76,797.31	
12	SBI – 1401		1,54,65,347.00
13	SBI – 1402		2,14,38,215.00
14	SBI – 1403		2,82,00,575.00
15	SBI A/c No. 41419743083	8,32,39,747.00	
16	Syndicate Bank-36	7,15,787.15	
17	Syndicate Bank A/c 12261	3,57,81,924.00	
	TOTAL	188,53,23,080.47	109,75,07,916.44

However, none of the above-mentioned accounts/ledger exists in the records produced to audit for the financial year 2023-24 except for the bank accounts at Sr. No. 01 (Allahabad Bank EMD A/c 50448339804), Sr. No. 05 (Corporation Bank ZRO A/c No.510101006489797), Sr. No. 11 (Corporation Bank A/c No. 4857) and Sr. No.15 (SBI A/c No. 41419743083).

Now, closing balances of the Banks Accounts/Cheques in Transit mentioned in the above para along with other new bank accounts – SBI A/c No. 3038, SBI A/c No. 3107, SBI A/c No. 8581 (Revenue Receipt), SBI A/c No. (Deposit Receipt), ZRO-Kirari SBI A/c No. 41535231876 and ZRO-Sultanpuri SBI A/c No. 41515405849 were reproduced as under:

Particulars	Opening (Rs.)	Debit (Rs.)	Credit (Rs.)	Debit Closing (Rs.)	Credit Closing (Rs.)
Bank / Cheques in Transit Balances as on 31-03-2024					
SCHEDULE BANK					
Corporation Bank ZRO A/c No.510101006489797		778077.00	0.00	778077.00	
Corporation Bank A/c No. 4857		4268123.00	0.00	4268123.00	
Allahabad Bank EMD A/c 50448339804		0.00	398000.00		398000.00
Allahabad Bank EMD A/c 50448339804		10515400.00	1256700.00	9258700.00	--
Cheques in Transit		286632.00	958064.00		671432.00
SBI A/C No.3038		0.00	3361.00		3361.00
SBI A/C No.3083	0.00 CR	1143141892.00	1046182536.00	96959356.00	--
SBI A/C No.3107		1656744.00	301783.00	1354961.00	--
SBI A/C No. 8581 (Revenue Receipt)		0.00	690544.00	--	690544.00
SBI A/C No. (Deposit Receipt)		0.00	1877410.00	--	1877410.00
ZRO-Kirari SBI A/c No. 41535231876		697849.00	0.00	697849.00	--
ZRO-Sultanpuri SBI A/c No. 41515405849		14181484.00	0.00	14181484.00	--
SCHEDULED BANK TOTAL	0.00 CR	1175526201.00	(1051668398.00	127498550.00	3640747.00

It has been observed that the Ledger mentioned above for the year ending 31st March, 2024 is having zero opening Balance. Further, Closing Balances of Banks in the financial Year 2022-23 has not been brought forward in the financial year 2023-24.

The Division was requested to provide the following information/clarification:

- Reasons for not carrying forward of closing balances in Banks from the Financial Year 2022-23 to the Financial Year 2023-24.
- Copy of Bank statements in r/o of all the above-mentioned Bank Ledgers.
- Copy of the Reconciliation Statement in r/o of Bank Ledgers mentioned above matched with the Bank Statement.
- Reasons for **Credit Balance of Rs.109,75,07,916.44** in r/o eight Bank Account/ Cheque in Transit Ledgers mentioned above for the year ending 31st March, 2023 and **Credit Balance of Rs.36,40,747.00** in r/o five Bank Account/ Cheque in Transit Ledgers mentioned above for the year ending 31st March, 2024 and details thereof.
- Confirmation of Balances in Bank A/c to the tune of Rs.12,38,57,803/- (Rs.12,74,98,550/- [Dr.] - Rs.36,40,747.00 [Cr]).
- Confirmation and details of closed Bank Accounts either at Unit Level or at Head Quarter level and status of Fund transfer to Delhi Jal Board (HQ) Bank Account/ Related concerned Bank A/c in respect of Bank Ledgers for the year ending 31st March, 2023 which were not carried forwarded in the financial year 2023-24. Copy of certificate issued in this regard, if any, may also be provided.

7. Purpose of maintaining the Bank Account mentioned above.

In response to the requisition memo No. 01 (K) dated 13.01.2025, the Division has only provided copy of the bank statement for bank account No. SBI A/C No.3083. No reply for the observation memo No. 02 dated 15.01.2025 has been furnished to audit.

Moreover, since, new bank accounts are opened by the Board in the financial year 2023-24, previous years bank accounts, opened and shown in the Bank Account Ledgers up to the financial year 2022-23, becomes "non-operative".

Since complete information/records have not been provided to audit, the Division may look into the matter and take necessary action to provide the remaining records/information along with reconciliation statement of the balances in the bank accounts to the audit.

Para No. 02: Purchase of Soap and Oil worth Rs. 28.90 lakhs in violation of DJB order dated 17.05.2022

(Ref. Observation Memo No. 03 dated: 15.01.2025)

Vide instructional order No.DJB/SA(LW)/2022/D-29528 dated 17/05/2022, Assistant Commissioner (Labour Welfare), DJB has issued directions stating that an allowance of Rs.500/- per month will be paid along with salary to all the eligible officials instead of Oil and Soap. Further, it was also directed to cancel all the work orders, if issued, with immediate effect after 01/06/2022.

During scrutiny of records provided by the Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041 regarding purchase of soap and oil, it has been observed that the following Work Orders have been issued for purchase of soaps and oil during the financial year 2023-24. Therefore, these work orders were issued after 01/06/2022 in violation of instructions issued in this regard by the Higher Authorities. The details are as under:

S. No.	Works Order No. with Date	Name of supplier	Description of item supplied	Amount (in Rs.)
1.	125 dated 13.11.2023	M/s. O.P. Enterprises	Supply of soap at Sultanpuri Store 14666 pieces @ Rs.35/- (4190 pieces), Rs.24/- (6984 pieces) and Rs.37/- per piece (3492 pieces)	443470/-
2.	124 dated 13.11.2023	M/s. O.P. Enterprises	Supply of Mustered Oil - 2872 litres @ Rs.192/- per litre	551424/-
3.	61 dated 14.09.2023	M/s. O.P. Enterprises	Supply of Oil and Soap - Oil - 2809 litres @ Rs.191/- per litre, 14000 pieces of Soap @ Rs.25/- per Soap (6897 pieces), Rs.37/- per Soap (3406 pieces) and Rs.35 per piece (3607 pieces)	961211/-
4.	29 dated 10.07.2023	M/s. Shree Balaji Infotech	Supply of Mustered Oil - 1873 litres @ Rs.149/- per litre	279077/-
5.	28 dated 10.07.2023	M/s. Shree Balaji Infotech	Supply of Soap - 9568 pieces @ Rs.30 per piece (2734 pieces), Rs.33 per piece (2278 pieces) and Rs.25 per piece (4556 pieces)	271094/-
6.	25 dated 07.07.2023	M/s. Tanuj Enterprises	Supply of Mustered Oil and Soap - 1054 litre Oil @ Rs.192.50 per litre, 5834 pieces of Soap @ Rs.35/- per piece (1648 pieces), Rs.37.99 per piece (1442 pieces) and Rs.25/- per piece (2744 pieces)	383957/-
			TOTAL	28,90,233/-

The Division was requested to provide the following:

- Reasons and justification for awarding the above work and making payment in contravention of DJB's instructional order No.DJB/SA(LW)/2022/D-29528 dated 17/05/2022;
- Stock Register for the above mentioned articles;
- Records/documents for start of monthly allowance of Rs.500/- to the eligible officials of the Division.

No reply has been furnished to audit. The Division may therefore look into the matter and submit the reasons for incurring an expenditure on purchase of soap and oil in contravention of DJB's instructional order No.DJB/SA(LW)/2022/D-29528 dated 17/05/2022 along with Stock Register and records/documents for start of monthly allowance of Rs.500/- to the eligible officials of the Division.

Para No. 03: Non-adjustment of Medical Advances amounting to Rs.17.52 lakhs

(Ref. Observation Memo No. 04 dated: 15.01.2025)

Policy of DJB for sanction of medical advance stipulates that for settlement of advance, the employees must be required to submit the adjustment bill within a period of one month from the date of discharge from the hospital.

During scrutiny of the Ledger Account of Medical Advance, it was observed that the Division had sanctioned Medical Advances amounting to Rs.17,51,692/- to its officers/officials/various Hospitals, however, the same had not been found adjusted as on 31st March, 2024. Hence, delay was noticed ranging from three months to more than eleven months for settlement of Medical Advances against the stipulated period of 30 days (one month). The details are as under:

Sl. No.	Name of the Officer/Official/Hospital	Date of Advance	Amount (in Rs.)
1	BLK Super Speciality Hospital for treatment of Smt. Bimla Devi	27.04.2023	162000
2	Max Healthcare Institute Ltd. for treatment of Sh. Pradeep Kumar, PCAMR	14.08.2023	25060
3	Max Healthcare Institute Ltd. for treatment of Smt. Pushpa	21.09.2023	342000
4	Deep Chand Oncology Services Private Ltd. for treatment of Sh. Deen Dayal	27.09.2023	769251
5	Action Cancer Hospital for medical advance case under EE(T) M-7	06.10.2023	296161
6	Action Cancer Hospital for treatment of Sh. Rakesh Kumar, DM-II	06.12.2023	157220
		TOTAL	1751692

The Division may therefore look into the matter and take necessary action to adjust the medical advances amounting to Rs.17,51,692/- at the earliest under intimation to audit.

Para No. 04: Award of work for Rs.11.02 crores at abnormally below the estimated cost.

(Ref. Observation Memo No. 05 dated: 16.01.2025)

As per SOP No. 5/3 of CPWD Works Manual, 2022 under the heading "Justification of Tenders", the justification statement is prepared for checking the reasonability of rates before opening of financial bid based on the market rates of material and labour etc. prevailing on the last date of submission of tender. The major items of the entire Schedule costing at least 90% of the overall estimated cost put to tender are analyzed to work out the justified percentage on this basis. The items to be considered for analysis of rates are selected with the items having the highest estimated amount and then next lower amount in the descending order and so on, till at least 90% of the estimated cost put to tender is reached.

During examination of the records for the audit period i.e. for 2023-24 relating to award of tender by the office of EE (NW) - I [Now EE (T) M-7], Delhi Jal Board, it has been revealed that out of 186 work orders (excluding work orders for hiring of vehicles/water tankers) issued during the year, 85 work orders were issued to the Contractors and agreements were executed at the rates very lower than the estimated cost which comes to almost 46% $[85/186 \times 100]$ of the total work orders issued during the year. Cases of tendered amount for more than 25% below of the estimated cost are reproduced in **Annexure - I.**

It was evident from the table that the 85 works were awarded by the Division at the low costs of Rs.11,01,41,540/-, between 25.26% to 69.75% below the estimated cost of Rs.19,33,32,535/- although the estimates were prepared on the market rates.

Under such circumstances, the genuineness of the product and items supplied and thereafter execution of works could not be verified in audit. The possibility of substandard works/non-execution of some part of works could not be ruled out.

HOO to furnish the detailed reasons and justifications for awarding the works much below the estimated cost and also to provide the completion certificates along with the proof of additional performance guarantee received in respect of each work orders after due verification of facts and figures under intimation to audit.

**Para No. 05: Excess payment of Non-Productivity Linked Bonus for Rs.32,330/-
(Ref. Observation Memo No. 06 dated: 16.01.2025)**

Vide office order No.08 dated 10.11.2023, Office of Assistant Commissioner (LW) and Office of the Dy. Director (L.W.), Delhi Jal Board, Varunalaya "B" Building, Karol Bagh, New Delhi-110005 has issued directions to release Non-Productivity Linked Bonus [PLB] (Ad hoc Bonus) for the accounting year 2022-23 to all the eligible employees in Group "C" and all non-gazetted employees working in Group "B" and including employees of those categories who have drawing higher pay scale under ACP/MACP Scheme but holding lower post without any eligibility wage ceiling and who are not covered by any Productivity Linked Bonus Scheme including employees working on deputations, employees transferred from DDA. Payments of Non-PLB were made on the condition that the payment will be equal to one-month salary as on 31st March, 2023 subject to maximum of Rs.7000/-. To calculate Non-PLB (Ad-hoc Bonus) for one day, the average emoluments in a year will be divided by 30.4 which will be multiplied by number of days of bonus granted. An illustration was also made which clarifies that taking the calculation of ceiling of monthly emoluments of Rs.7000/- where actual average emoluments exceeds out to $\text{Rs.7000} \times 30/30.4 = \text{Rs.6908/-}$.

During test check of records for the financial year 2023-24, it has been observed that the Division had paid Non-Productivity Linked Bonus (ex-Gratia) to its staff considering the amount of Rs.7000/- instead of Rs.6908/- in contravention of the office order No.08 dated 10.11.2023 issued by the Headquarter, Delhi Jal Board. Therefore, the Division has released extra payment of Rs.32,330/- to its staff during the financial year 2023-24. The details of payments are enclosed in **Annexure-II**.

The Division may therefore take necessary steps to recover Rs.32,330/- from the officers/officials after due verification of facts and figures under intimation to audit. Other similar cases, if any, may also be reviewed on the same lines and recovery may be made under intimation to audit.

**Para No. 06: Non - Maintenance of Cash Book as per R&P Rules.
(Ref. Observation Memo No. 07 dated: 17.01.2025)**

Rule 13 of Receipt & Payment Rules provides that all the Govt. Officers who are required to (a) receive Government dues and handle cash or (b) perform the functions of drawing and disbursing officers (with or without cheque drawing powers), or both: —

- (i) Every such officer (referred to in this rule as the Head of the Office) should maintain a cash book in Form G.A.R.3.
- (ii) All monetary transactions should be entered in the cash book as soon as they occur and attested by the Head of the Office in token of check.

However, scrutiny of record reveals that Cash Book has not been maintained by the DDO of the Office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041 during the audit period as required under Receipt and Payment Rules although cash transactions are being done in the Division in the form of receipts on account of Medical Subscription (Rs.45,600/-), RTI Fees (Rs.230/-), fees for duplicate I. Card (Rs.550/-), DLIS (Rs.4,294/-), adjustment of medical advance (Rs.2,100/-) etc.. One Register has been produced to audit for the audit period wherein challans were found pasted instead of making proper entries of Payment required under Receipt and Payment Rules. No certificate regarding verification of cash balance at the end of each month as required under rule 13(4) of Receipt and Payment Rules, 1983 has been found recorded in the Register produced to audit.

Therefore, in the absence of maintenance of Cash Book as per Receipt and Payment Rules, actual receipts and deposits of cash during the audit period could not be ascertained. Non-maintenance of cash book is a lapse on the part of DDO of the Division and chances of embezzlement of funds cannot be ruled out.

The Division may therefore look into the matter and take necessary steps to maintain the Cash Book as required under Receipt and Payment Rules under intimation to audit.

Para No. 07: Non-Deduction of TDS of Rs.5.80 lakhs towards hiring of Water Tankers

(Ref. Observation Memo No. 10 dated: 20.01.2025)

As per Income Tax Act, Tax Deducted at Source rate for Section 194C in Financial Year 2023-24 is as under with threshold limit:-

TDS Section List	Nature of Payment	Threshold (in Rs.)	For Individual / HUF	For Others
194C	Payments made to contractors or sub-contractors one time	30,000	1%	2%
194C	Payments made to contractors or sub-contractors on an aggregate basis	1,00,000	1%	2%

During scrutiny of records provided by the office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been observed that the Division has paid Rs.2,90,17,948/- during the financial year 2023-24 to various Contractors on account of hiring of Mounted Tankers for supply of water in Assembly Constituency 08 (Mundka), 09 (Kirari), 10 (Sultanpuri), 11 (Nangloi) and 12 (Mangolpuri). However, no tax was deducted at source on this paid amount of Rs.2,90,17,948/- in contravention of the above-mentioned section 194 C of Income Tax Act. The details of payments are enclosed in **Annexure-III**.

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Since, the payment to each Contractor exceeds the threshold limit of Rs.30,000/- Rs.1,00,000/-, tax @ 1% or 2% should have been deducted as per Section 194 C of Income Tax Act while releasing the payments to the Contractors.

Considering the highest percentage of tax rate of 2%, the total tax liability works out to Rs.5,80,359/- on the payment of Rs.2,90,17,948/-.

The Division may therefore initiate appropriate measures to recover Rs.5,80,359/- on account of non-deduction of TDS from the payment made to the vendors after due verification of facts and figures under intimation to audit. Other similar cases, if any, may also be reviewed on the same lines and recovery may be made under intimation to audit.

Para No. 08: Non-utilization of allocated budget of Rs.53.76 crores
(Ref. Observation Memo No. 11 dated: 20.01.2025)

As per provisions contained under section 48 and 49 of the CPWD Manual, 2014, every Department while finalizing the annual action plan should keep in mind that the budget provision should be scrupulously prepared and there should not be over allocation leading to unnecessary large savings. Similarly, the funds allocated should be utilized fully under the budget heads for providing facilities/services included in the annual action plan. The targets fixed for execution of work in financial year should be fully achieved.

In response to requisition memo No. 01(G) dated 13.01.2025, the Division has provided information relating to total budget and actual expenditure during the period 2023-24 under the head "Revenue" and "Capital" which reveals the following:

Year	Budget allocated (Capital)	Funds Received during the year (Capital)	Expenditure (Capital)	Excess (+) / Savings (-) against allocated budget	% of Excess/ Savings
2023-24	10671.73 lakhs	5878.01 lakhs	5878.01 lakhs	4793.72 lakhs	(-) 44.9
Year	Budget allocated (Revenue)	Funds Received during the year (Revenue)	Expenditure (Revenue)	Excess (+) / Savings (-) against allocated budget	
2023-24	4741.04 lakhs	4158.82 lakhs	4158.82 lakhs	582.22 lakhs	(-) 12.3
TOTAL (Capital + Revenue)	15412.77 lakhs	10036.83 lakhs	10036.83 lakhs	5375.94 lakhs	(-) 34.9

From the above table, it is gathered that out of the total allocation of **Rs.154.13 crores**, an amount of **Rs.100.37 crores** were incurred for execution of works and for other expenditures under various heads and there were savings worth **Rs.53.76 crores**. The overall percentage of savings was **34.9%**.

As per rule 62(2) of General Financial Rules, 2017, the savings as well as provisions that cannot be utilized should be surrendered to the Government immediately, they are foreseen without waiting till the end of the year. No savings should be held in reserve for possible future excesses.

Budget and Expenditure statement of the audit period showed some savings to the extent of **12.3% to 44.9%** in the Revenue and Capital outlay which were not surrendered will in time. Saving is the indication of either non-implementation/non-execution of

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various schemes/works or over-estimation of expenditure. Thus, the division needs to frame the budget proposal in a more realistic manner so as to utilize the allocated funds fruitfully. Therefore, due to improper planning, the division could not spend the budget which defeats the very purpose for which the amount was allotted.

The Division therefore did not realize that they will not be in a position to extract the budgets available with them during the financial year 2023-24. Had they anticipated the same, the budgets could have been surrendered well in time so that the same could have been utilized by some other Division / Project of DJB in the GNCTD.

Since, the Division needs to frame the budget proposal in a more realistic manner so as to utilize the allocated funds fruitfully, the matter may be looked into by the authorities of the Division for careful framing and utilization of budget in future under intimation to the audit.

Para No. 09: Expenditure on advertisements worth Rs.1.49 crores
(Ref. Observation Memo No. 12 dated: 20.01.2025)

a. Avoidable Expenditure of Rs.1.49 crores for publication of NIT in News Papers

As per instructions in Section 4.12 of CPWD Manual, 2019 (introduced in February 2019) and CPWD Manual 2022 (introduced in July, 2022) under the heading "Publicity of Tenders", "all tenders of any amount shall be invited through e-tendering system. Notices for all the works, respective of their value, shall be published on the website www.tenderwizard.com.cpwd or as instructed from time to time. Once published on the website, the tender notices will also become available on www.eprocure.gov.in through system link. In exceptional cases, if press publicity is required to be given apart from website publicity, written permission shall be obtained from next higher authority".

During the scrutiny of records relating to press publicity of NIT in News Papers of the Division, it was observed that division authority has incurred an amount of Rs.1,48,53,383/- on publicity of NIT in News Papers, which was in contravention of the CPWD instructions.

The Division may therefore look into the matter and take necessary action under intimation to audit.

b. Loss of Rs.22.28 lakhs on account of not availing 15% rebate on advertisement

As per the information provided by the office of EE (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been observed that the Division has incurred Rs.1,48,53,383/- on Advertisements for publication of tender notices/NITs (Notice Inviting Tender). The department has made the payment directly to the concerned Advertisement Agency/Media House.

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Newspaper publication/Media Houses provides 15% discount/rebate to Government department on DAVP rates for publication of Advertisement, however, no rebate/discount was found provided to Delhi Jal Board on the Advertisements by Media House/ Advertisement Agency.

As per letter No.F.44(3)/2015-16/DIP/Advt./2015-16/14-18 dated 28.10.2015 addressed to HODs of all Departments, Autonomous Bodies, Boards, Corporations of Govt. of NCT of Delhi, it was mentioned that the Directorate of Information and Publicity, Govt. of NCT of Delhi has registered a Society titled "Shabdarth". Since, 12.08.2015, the "Shabdarth" started releasing day-to-day tenders/notices published by various departments/autonomous bodies of GNCTD.

Shabdarth receives 15% rebate on Advertisements in Print media, however, the Division, instead of publishing the advertisements through Shabdarth, publish the same directly through the Advertisement agencies and therefore not availing 15% discount/rebate. The details are as under:

S. No.	Name of Advertisement Agency/ Media House	Amount Paid	Amount of rebate not given by the Agency/Media House (15%)
1	M/s. The Times Group	1832616.00	274892.00
2	M/s. Front Row Media Pvt. Ltd.	282240.00	42336.00
3	M/s. Good Morning India Media Pvt. Ltd.	4380.00	657.00
4	M/s. HT Media Ltd.	3554876.00	533231.00
5	M/s. The Indian Express Ltd.	2648406.00	397261.00
6	M/s. Bennett Coleman & Co. Ltd.	2880162.00	432024.00
7	M/s. Lok Satya	18706.00	2806.00
8	M/s. Dainik Jagran (Jagran Prakashan Ltd.)	400905.00	60136.00
9	M/s. Vaibhav Publications Pvt. Ltd.	34030.00	5105.00
10	M/s. Sahara India Mass Communication	2538.00	381.00
11	M/s. Amar Ujala Publication Ltd.	1158938.00	173841.00
12	M/s. Jagran Prakashan Ltd.	744610.00	111692.00
13	M/s. Hindustan Media Ventures Ltd.	791543.00	118731.00
14	M/s. The Statesman Ltd.	20676.00	3101.00
15	M/s. Business Standard Pvt. Ltd.	4324.00	649.00
16	M/s. The Hind Samachar Ltd.	3815.00	572.00
17	M/s. Virat Vaibhav	9281.00	1392.00
18	M/s. Millennium Post	44100.00	6615.00
19	M/s. TASSIR	5047.00	757.00
20	M/s. Amar Bharti	2538.00	381.00
21	M/s. Time Day Delhi	31884.00	4783.00
22	M/s. Punjab Kesari Group	9799.00	1470.00
23	M/s. Dainik Bhaskar Group	114358.00	17154.00
24	M/s. Wingo Buildtech India	253611.00	38042.00
	TOTAL	14853383.00	2228009.00

Since, the Division has not availed the discount of 15% which works out to Rs.22,28,009/- on the publication of advertisements and also published the advertisements directly through the agencies instead of taking the services of M/s. Shabdarth, the matter may be taken up with the appropriate authorities for clarification under intimation to the audit.

Para No. 10: Repair and service of Water Tankers/Vehicles by incurring an expenditure of Rs.30.57 lakhs
(Ref. Observation Memo No. 13 dated: 20.01.2025)

Vide office order No. 97 (Dist.) dated 26.05.2015 regarding repair of departmental vehicles from authorized workshops, the office of Assistant Commissioner (G) - 1, Delhi Jal Board, has framed some guidelines which shall be kept in view by all the Officers/Officials of Delhi Jal Board for incurring expenditure on service/repair and maintenance of vehicles. Few points of these guidelines are elaborated as under:

- On receipt of request / proposal for service/repair/maintenance work of the vehicle from the driver of the vehicle, the Technical Officer/E.E. (E&M) W&S CN will examine it and put his recommendations.
- After recommendations, Technical Officer shall obtain rates/estimates plus taxes payable for the items of works to be executed. The rates shall be obtained from four authorized workshops either from workshop authorized by Transport Department, Govt. of NCT of Delhi or manufacturer's authorized workshops.
- The estimates/rates so received shall be examined by the concerned Technical Officer in consultation with the Accounts Functionaries posted there and submitted for seeking necessary administrative approval from Competent Authority.

Record reveals that the Division has issued various work orders during the financial year 2023-24 for repairing and service of the Division's Tankers No. DL-1M-8520, DL-1M-8530, DL-1M-8531, DL-1M-8529, DL-1M-8716, DL-1M-8573, DL-1M-8521, DL-1M-8553, DL-1M-8534, DL-1M-8532, DL-1M-8664, DL-1M-8658, DL-1GC-6917, DL-1M-8721, DL-1M-8778, DL-1GC-6840, DL-1M-8584, DL-1M-8676, running in different assembly constituencies. The details regarding work order Nos., name of the Contractor and total expenditure for this purpose are as under:

Sr. No.	Work Order & Date	Name of Contractor	Total Amount of Work Order (in Rs.)
1	204 dated 16.03.2024	M/s. Jakhar Automobiles	493437.00
2	154 dated 06.03.2024	M/s. Jakhar Automobiles	492356.00
3	143 dated 15.01.2024	M/s. North Delhi Motors	468339.00
4	140 dated 03.01.2024	M/s. Jakhar Automobiles	99475.00
5	139 dated 30.12.2023	M/s. Jakhar Automobiles	492052.00
6	138 dated 30.12.2023	M/s. Jakhar Automobiles	493508.00
7	73 dated 27.09.2023	M/s. Jakhar Automobiles	191765.00
8	74 dated 27.09.2023	M/s. Jakhar Automobiles	162782.00
9	70 dated 27.09.2023	M/s. Jakhar Automobiles	163306.00
		TOTAL	3057020.00

During test check of the files relating to work orders mentioned above at Sr. No. 01, 02 and 07 to 09 provided by the Executive Engineer (NW) - I [Now EE (T) M-7], Delhi Jal Board, following discrepancies were observed in the expenditure of repair/service and maintenance of departmental vehicles:

- a. Requests/proposals for service/repair/maintenance work of the departmental vehicles were found examined at the level of the Division instead of submitting the same for technical approval of Technical Officer/E.E. (E&M) W&S CN.
- b. Rates were found obtained from **three** authorized workshops instead of **four** as mentioned in the guidelines for repair/service and maintenance of departmental vehicles.
- c. In almost all the proposals, the Division has obtained rates/estimates from three authorized workshops namely M/s. Jakhar Automobiles, Kh. No. 86/2, Gali No. 7C, Mundka, Udyog Nagar, Delhi-41, M/s. Royal Motors, 101/21, Narela Road, Bawana, Delhi-39 and M/s. Tikri Service Centre, Main Rohtak Road, Tikri Border, Delhi-110041 and in all these proposals, M/s. Jakhar Automobiles has quoted the lowest rates and accordingly, work orders were issued to this agency. Therefore, there is a deficiency in fair and equitable treatment of suppliers and promotion of competition in public procurement.
- d. In some cases, comparative statements have not been found in the record and the work orders were issued on the basis of three quotations received for repair & maintenance of departmental vehicles. Since, work orders were issued for repair/service of around 50 (fifty) parts/other works in a single work order, how the least rates were assessed in the Division without comparative statement could not be ascertained in audit.

The Division may therefore look into the matter for regularization of expenditure of Rs.30,57,020/- incurred on repair and service of Water Tankers/Vehicles under intimation to audit.

Para No. 11: Avoidable expenditure of Rs.77.31 lakhs on hiring of Beldars/Un-skilled workers

(Ref. Observation Memo No. 15 dated: 21.01.2025)

As per the information provided by the Division, in response to requisition memo No. 01 (D) dated 13.01.2025, 276 MTS/Beldars/Field Assistants are working in the Division against 352 sanctioned posts of MTS and the salary and other allowances of these MTS/Beldars/Field Assistants (regular) are being paid from the funds received in the Division under the Revenue Head.

Now a days, all works are being carried out through Contracts, however, day to day maintenance works and repair of small leakage of water supply lines are being carried out through departmentally after utilizing the services of these MTS/Beldars/Field Assistants.

During scrutiny of records for the audit period 2023-24, it was noticed that the Division had hired Beldars/Un-skilled workers through M/s. Vaishnavi Infrastructure for day to day maintenance of water/sewer network and payment of Rs.77,30,906/- was made to the Contractor for this purpose. Audit is of the view that when the Division has 276 MTS/Beldars/Field Assistants and said works were to be executed through

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departmentally by using the services of these MTS/Beldars/Field Assistants then an amount of Rs.77,30,906/- may be saved. The details are as under:

S. No.	Work Order No. & Date	Name of the work	Total Amount (in Rs.)
1	18 dated 01.07.2023	Engagement of un-skilled workers for maintenance of drainage system on contract basis in Nangloi Jat AC-11	16,38,000/-
2	46 dated 25.07.2023	Engagement of 15 nos. Beldars for repair and maintenance of various dia water lines in Kirari Constituency	14,82,570/-
3	54 dated 04.09.2023	Engagement of 10 Nos. Beldars/un-skilled workers on daily basis for maintenance of water supply system in Mundka Constituency	23,16,200/-
4	186 dated 15.03.2024	Engagement of 10 nos. un-skilled workers for maintenance of sewerage system on contract basis in Nangloi Jat AC-11	12,74,520/-
5	187 dated 15.03.2024	Engagement of Beldars on daily wages for the maintenance of water/sewer network in Sultanpur Mazra Constituency AC-10	10,19,616/-
		TOTAL	77,30,906/-

The Division may therefore look into the matter and furnish the reasons for hiring of Beldars for repair and maintenance of water and sewer lines through Bids to audit.

Para No. 12: Discrepancies in Zonal Revenue Offices – Sultanpuri and Kirari
(Ref. Observation Memo No. 16 dated: 21.01.2025)

a. Non-recovery of outstanding water charges amounting to Rs.214.30 crores

As per the information provided by the office of Zonal Revenue Office (ZRO) – Sultanpuri and Zonal Revenue Office (ZRO) – Kirari under office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been revealed that as of 31st March, 2024, huge amount of water charges from commercial (Rs.5,04,65,159/-) as well as from domestic water connections (Rs.209,25,22,167/-) were lying outstanding from the consumers falling under the jurisdiction of the Division as indicated below:

Name of the ZRO	Commercial water connection amount (in Rs.)	Domestic water connection amount (in Rs.)	TOTAL [2 + 3] (in Rs.)
1	2	3	4
ZRO Sultanpuri	4,02,24,424/-	132,35,08,849/-	136,37,33,273/-
ZRO Kirari	1,02,40,735/-	76,90,13,318/-	77,92,54,053/-
TOTAL	5,04,65,159/-	209,25,22,167/-	214,29,87,326/-

Records/information regarding the date/month/period since when and from whom these dues are pending were not made available to audit. Even no concrete efforts were found made by the Division to recover the water charges and consequently, these are being accumulated over the periods.

Head of Office may therefore initiated urgent necessary action to settle the huge amount of water charges amounting to Rs.214.30 crores from domestic and commercial connection consumers after due verification of facts and figures under intimation to audit.

b. Metering of Water Supply

Measurement of supply of water for domestic and commercial purposes through connections is essential for proper billing and realization of water charges.

As per the information furnished by the office of ZRO – Sultanpuri and ZRO – Kirari under office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been revealed that total number of **136889 water meter connections** [69226 in ZRO, Sultanpuri & 67663 in ZRO, Kirari] were issued, **135951** under **domestic** category (68444 in ZRO, Sultanpuri & 67507 in ZRO, Kirari) and **938** under **commercial and industrial** category (782 in ZRO, Sultanpuri & 156 in ZRO, Kirari) as of March, 2024. However, out of total 136889 water meter connections, **provisional bills were generated in case of 3932** (3535 in ZRO, Sultanpuri & 397 in ZRO, Kirari) **non-functional meters although they are using the water supply of Delhi Jal Board**. Besides this, there were **2977 un-billed cases** (non-metered water connections), 2701 in ZRO, Sultanpuri and 276 in ZRO, Kirari.

Generation of provisional bills on non-functional water meter connection/non-metered water connection results in loss of revenue to the Government.

The Division may therefore look into the matter and take necessary action to cope up such loss of revenue and avoid deprivation to the exchequer under intimation to audit.

Para No. 13: Non-recovery of water charges of Rs.1.37 lakhs on account of dishonored cheques.

(Ref. Observation Memo No. 17 dated: 21.01.2025)

During scrutiny of water charges records and as per the information provided by the office of Zonal Revenue Office – Sultanpuri and Zonal Revenue Office – Kirari under office of EE (NW) – I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, it has been observed that following cheques amounting to Rs.1,37,206/-, received from the customers towards water charges, were dishonored. The amount of dishonoured cheques along with penalty of Rs.200/- per case has not been found recovered from the Consumers. This has resulted in a loss of revenue to DJB and raises concerns about the effectiveness of the current collection process of the water charges. Details of dishonored cheques are as under:

S. No.	K. No	Name	Cheque No.	Cheque Amount (in Rs.)	Penalty (in Rs.)	Total amount Recoverable (in Rs.)
1	5190460000	KAMAL SINGH	471168	16,368/-	200/-	16,568/-
2	1886260000	CHAUTH MAL	236466	28,000/-	200/-	28,200/-
3	4479460000	SURINDER GUPTA	777081	1,218/-	200/-	1,418/-
4	2232594370	GEETA	155588	50,000/-	200/-	50,200/-
5	1865360000	JAIWANTI	133230	30,000/-	200/-	30,200/-
		TOTAL (A)		1,25,586/-	1,000/-	1,26,586/-

1	8871838845	PARKASH BHARTI PUBLIC SCHOOL	252007	1,500/-	200/-	1,700/-
2	3742881000	SHAMSHER SINGH	463699	3,520/-	200/-	3,720/-
3	8766117494	PARKASH CHAND	000228	5,000/-	200/-	5,200/-
		TOTAL (B)		10,020/-	600/-	10,620/-
		TOTAL (A) + (B)		1,35,606/-	1,600/-	1,37,206/-

It is evident from the above data that there is no internal control monitoring system exists in the Division to keep check over the dishonoured cheques. Further, there was nothing in the records which established any action initiated by the ZRO against defaulters.

The Division may therefore look into the matter and take suitable necessary action to recover the outstanding amount of Rs.1,37,206/- from the customers after due verification of facts and figures under intimation to audit. Other similar cases may also be reviewed on the same lines and appropriate action taken under intimation to audit.

Para No. 14: Short recovery of License Fees amounting to Rs.7920/-
(Ref. Observation Memo No. 18 dated: 22.01.2025)

As per Directorate of Estate, Ministry of Urban Development, Govt. of India, Nirman Bhawan, New Delhi vide OM No. 18011/2/2015-Pol.III dated 10.07.2023 and further approval of the Competent Authority dated 16.02.2024, the revised rate of License fees is applicable to all the DJB Staff quarters w.e.f. 01.07.2023.

During scrutiny of records, it was noticed that although the License Fees was revised w.e.f. 01.07.2023, the Division has been deducting the fee at old rates. In the following cases, the Division has deducted the amount at old rates instead of new rates:

S. No.	Name of the Employee	Actual License Fees recovered (in Rs.)	Revised License Fees w.e.f. 01.07.2023 (in Rs.)	Difference of amount x number of months (01.07.2023 to 31.12.2024) (in Rs.)	Amount of License Fees recoverable (in Rs.)
1	2	3	4	5	6
1	Sh. Koshalveer	370/- p.m.	440/- p.m.	70/- x 18 months	1260/-
2	Sh. Hemant Kumar	370/- p.m.	440/- p.m.	70/- x 18 months	1260/-
3	Gaurav Kumar	370/- p.m.	440/- p.m.	70/- x 18 months	1260/-
4	Mukesh Kumar	420/- p.m.	500/- p.m.	80/- x 18 months	1440/-
5	Tarun Pathak	370/- p.m.	440/- p.m.	70/- x 18 months	1260/-
6	Rajveer	420/- p.m.	500/- p.m.	80/- x 18 months	1440/-
				TOTAL	7920/-

It is evident from the above that a short recovery of Rs.7,920/- was made in the above cases relating to License Fees. This is also indicative of weak internal financial control in the Division.

The Division may therefore take necessary steps to recover Rs.7,920/- towards License Fees from the officers/officials after due verification of facts and figures under intimation to audit. Other similar cases, if any, may also be reviewed on the same lines and recovery may be made under intimation to audit.

Para No. 15: Furnishing of purchase invoice before the date of work order, deviation in quantities after award of work and non-preparation of cement consumption report
(Ref. Observation Memo No. 19 dated: 22.01.2025)

The work for "Improvement of water supply by replacement of old/damaged water line near Vardhman Place, Sector-3, Rohini, AC-12 - Mangolpuri" was awarded vide work order No.207/2022-23 dated 13.12.2022 to M/s. Ganga Construction Co. at the total cost of Rs.47,22,563/- which was 4.50% below the amount put to tender of Rs.49,45,092/-. The stipulated date of start and completion of the work was 16.12.2022 and 15.04.2023 respectively. The work was actually completed on 13.04.2023. **The payment of Rs.47,20,363/- was made to the Contractor against 1st and Final bill in March, 2024.**

Following shortcomings were observed in this expenditure:

a. Furnishing of purchase invoice before the date of work order

Condition No. 12.2.3 (i) of the Contract Agreement under the heading "Payment of running bills" stipulates that it shall be the contractual obligations on the part of the Contractor to submit photocopy of the challans with running bills for the main items purchased for the works like CI/DI/MS/RCC/PSC pipes, E&M equipment, manhole frame and covers, footrests, sluice valves, fire hydrants and other fixtures and accessories used in the Works.

As per final bill, DI pipe of 100 mm, 150 mm, 200 mm and 250 mm and other items was required to be used in the work. On scrutiny of the invoices in respect of material supplied by the Contractor, it was noticed that the Contractor submitted the tax invoices before the date of award (13.12.2022) of the work i.e. 26.03.2019 [M/s. SS Sanitary & Pipe Store - Invoice No.SSS/18-19/946], 19.12.2019 [M/s. R S Waterworks - Invoice No.444] , 05.12.2022 [M/s. Goel Trading Co. - Invoice No. GST-438], 10.12.2022 [M/s. SS Sanitary & Pipe Store - Invoice No.SSS/22-23/856] and 25.05.2022 [M/s. R S Waterworks - Invoice No.070]. Furnishing of tax invoices before the award date is questionable. In this regard, reasons for furnishing of invoice prior to the date of award was not found in the records made available to audit.

b. Deviation in quantities after award of work

As per bill of quantities, 56 items were required to be executed by the Contractor. It was noticed that out of the total 56 items, 33 items amounting to Rs.7.94 lakhs were executed over and above the estimated quantities whereas quantities of 17 items of Rs.7.96 lakhs were less executed than the bill of quantities. Savings/excess execution of quantities were indicative of the fact that the quantities were either inflated or were not based on the detailed drawings, designs as well as not based on site conditions.

Examination of the records disclosed that at the time of final bill, the statement of difference of quantities was attached with completion report but the reasons for the increase/decrease in quantities were not recorded. Under such circumstances, the



genuineness of increased/decreased in the bill of quantities could not be verified in audit.

c. Non preparation of cement consumption report

As per condition No.13.3 of the Contract Agreement, after completion of the work, the theoretical quantity of cement/steel to be used in work shall be calculated on the basis of statement showing quantity of cement/steel to be used in different items of works as provided in the Schedule of Rates. Over the theoretical quantity of cement, a variation up to 2% and for steel, a variation up to 3% plus/minus for Works shall be allowed.

Audit noted that neither the Contractor furnished in the cement consumption statement nor it was prepared by the Division. The correctness of use of cement brought to the site and used in the work could not be verified in audit.

The Division may therefore look into the matter and submit the reasons along with the supporting and requisite documents for removing the above-mentioned shortcomings under intimation to audit.

**Para No. 16: Abnormal delay in execution/completion of work and non-compliance of contractual obligations due to non-start of work
(Ref. Observation Memo No. 20 dated: 23.01.2025)**

As per Section 29 of CPWD Manual, 2014, the work shall be proceeded with all due diligence on the part of the contractor throughout the stipulated period of the contract (time being deemed to be the essence of the contract). The time allowed for carrying out the work as entered in the contract shall be strictly observed by the contractor and shall be reckoned from theth day (as mentioned in the NIT) after the date on which the letter of acceptance is given to the contractor. If an extension of time has been granted by the competent authority for genuine hindrances, he should re-schedule the milestones appropriately for the work. The tender accepting authority shall review the progress of work each month with all the concerned disciplines including the contractor. If an extension of time has been granted by the competent authority for genuine hindrances, he should re-schedule the milestones appropriately for the work. In all cases, a copy of the letter granting extension of time will be endorsed to the concerned Audit/Accounts Officer.

Further, Section 15.1(2) of CPWD Manual stipulates that before approval of NIT, it is desirable to have availability of clear site, funds and approval of building plans from local bodies. Further, section 29.7.1. of the Manual stipulates that wherever any hindrance, whether on the part of department or on part of contractor, comes to the notice of the Assistant Engineer, he should at once make a note of such hindrance in the register kept at site and immediately make a report to the Executive Engineer within a week and the Executive Engineer shall review the hindrance register at least once in a month.

h

During scrutiny of the list of works provided by the office of Executive Engineer (NW) - I [Now Executive Engineer (T) M-7], Delhi Jal Board for the financial year 2023-24, it was noticed that 11 (eleven) works, awarded and executed as on 31st March, 2024, were to be completed in 01 to 06 months but were not accomplished within the stipulated period of time even after delay up to 1615 days. Therefore, basic purpose of improvement of drainage/water system could not be improved timely due to non-completion of work and the benefits of these works could not be availed by the people.

Further, it has also been observed that despite lapse of scheduled completion date, the Contractors have failed to commence some of the works on the project. This is a breach of contractual obligations and raises concerns about the contractor ability to deliver the project on time. Additionally, the department has been unable to show any causes of the delay, the contractor's plan to catch up on the schedule which has an impact on the overall project timeline and costs. Therefore, audit could not verify whether the work will be commenced or not, whether the delay is on the part of the Contractor or on the part of the Division.

Details of slow progress/non-completion of works as well as non-start of works are enclosed at **Annexure - IV**.

Audit is of the view that authorities of the Division should take all necessary proactive decisions and direct the agencies for completion of work as soon as possible so that the benefits of works may be given to public.

HOO to take necessary steps to provide the reasons for non-start/completion of the work on due dates and impose the penalties on the contractors as per the terms and conditions of each work order, after due verification of fact and figures, under intimation to audit.

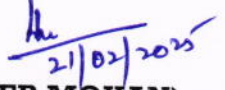
Para No. 17: Non-production of records/information

(Ref. Requisition Memos 01 dated 13.01.2025)

Following records/information has not been produced to audit. The same may be shown to next audit.

- a. Copy of Bank statements in r/o of Bank Ledgers shown in the records for the financial year 2022-23 and for the financial year 2023-24 except for the bank account No. SBI A/C No.3083.
 - b. Reconciliation Statements in r/o of Bank Ledgers as mentioned in the records for the financial year 2022-23 and for the financial year 2022-23.
 - c. Confirmation and details of closed A/c either at Unit Level or at Head Quarter level and status of Fund transfer to Delhi Jal Board(HQ) Bank Account/Related concerned Bank A/c in respect of financial years 2022-23 and 2023-24 along with the copy of certificate issued in this regard.
 - d. Purpose of maintaining each Bank Accounts up the financial year 2022-23 and in the financial year 2023-24.
- h.

- e. Reasons for Credit Balance of Rs.109,75,07,916.44 in r/o eight Bank Account/ Cheque in Transit Ledgers mentioned above for the year ending 31st March, 2023 and Credit Balance of Rs.36,40,747.00 in r/o five Bank Account/ Cheque in Transit Ledgers mentioned above for the year ending 31st March, 2024 and details thereof.
- f. Confirmation of Balances in Bank A/c to the tune of Rs.12,38,57,803/- (Rs.12,74,98,550/- [Dr.] - Rs.36,40,747.00 [Cr]).
- g. Reasons for **not** carry forward of closing balances in bank accounts from the Financial Year 2022-23 to the Financial Year 2023-24.
- h. GAR 6 (TR 5) Receipts Books and its Stock Register.
- i. Fidelity Bond filled by the Cashier.
- j. Spouse information.
- k. Property Register
- l. Dead stock register/condemnation files/Registers
- m. Dismantle Register
- n. MB Stock/Issue Register
- o. Material and Supply Register
- p. Hindrance Register
- q. Penalty Register.
- r. Valuable Register.
- s. Expenditure Control Register.


(INDER MOHAN)
Inspecting Audit Officer
Compliance Audit Party - DJB

PART - III

TEST AUDIT NOTES

(2023-2024)

TEST AUDIT NOTES
(2023-24)

TAN No. 01: Non maintenance of Contractor Ledger

(Ref. Observation Memo No. 08 dated: 17.01.2025)

Para 10.2 of CPWD Works Manual stipulates that the accounts relating to contracts should be kept in CPWD form 43 as Contractor's Ledger and separate folio or set of folios should be reserved for all the transactions with each Contractor and it should be written up and maintained up to date. It further stipulates that Divisional Accountant is responsible for correctness of entries in the Ledger.

Test check of the records for the period 2023-24 revealed that the Contractor's Ledger was not maintained in the Division. It could, therefore, not be verified in the audit as to whether all the transactions viz. advance payments and secured advances were made in terms of provisions of the codes/manual/contracts. Besides liabilities, if any, of the Contractor and abstract of transactions relating to works could not be ascertained.

Divisional Accountant has been advised to maintain the Contractor's Ledger in the Division for monitoring the payments of advances and secured advances made to the Contractor as per CPWD Work Manual and compliance shown to the audit party.

TAN No. 02: Non maintenance of Bill Register

(Ref. Observation Memo No. 09 dated: 17.01.2025)

As per Section 10.1 (1) of CPWD Manual, 2014, the payments made in Divisional Offices are made on receipt of the bills from the various Sub-Divisions. A consolidated record of all the bills received from Sub-Divisions in respect of works/supplies should be maintained in one register known as Register of Bills in the Divisional Office in the form given at Appendix-12

Further as per Section 10.1 (2) of CPWD Manual, 2014, the bills should be entered in the register strictly in order of receipt i.e. the bills received first should be entered before the bills received afterwards. The payment of the bills should also be made strictly in order of their receipt. In no case a bill received afterwards should be given priority over the bills that have been received before, except under the written orders of the Divisional Officer.

Further as per Section 10.1 (3) of CPWD Manual, 2014, the Divisional Accountant should ensure that the register is properly maintained and kept up-to-date in the Accounts Branch. The register should be submitted to the Executive Engineer every week for his perusal and he will record in the register cases in which these instructions have not been followed.

During examination of the records, it was noticed that the Division has not maintaining the Bill Register which is violation of Section 10.1 of CPWD Manual, 2014.

In the absence of the same, it is not clear as to how the settlement of payment records was ensured.

The Division may therefore take necessary steps to maintain the Bill Register as per CPWD Manual and compliance be shown to next audit.

TAN No. 03: Improper maintenance of Pay Bill Registers/ECRs.
(Ref. Observation Memo No. 14 dated: 20.01.2025)

During test check of Pay Bill Registers/ECRs for the period from 2023-24, the following shortcomings have been noticed:

1. The mandatory page counting certificate is not recorded in the PBRs/ECRs on the first page which is also required to be countersigned by the DDO concerned.
2. Monthly entries in PBRs/ECRs have not been verified and signed by the D.D.O. for its correctness.
3. Bill Numbers are not mentioned in PBRs/ECRs against each entry, without bill number, identification of Bill cannot be ascertained.
4. GAR-18, Abstract of Pay bill was not prepared.
5. No Column for GPF Advance/Withdrawal were found in PBR/ECR.
6. No proper columns for payment of Arrears, Leave Travel Concession, Leave Encashment, Children Education Allowance was found in PBR/ECR.
7. Gross total of all relevant columns has not been carried out in the PBRs/ECRs for income tax purposes.
8. Cuttings/over-writings are not initiated by the HOO/DDO after correction.
9. Past information of employees who have been transferred into the unit (required to be entered from LPC) were not found recorded in the PBR. This information is required for calculation of Income Tax, GPF contribution, etc.

Actually, columns in the ECR are not matched with Pay Bill Register[PBR] (GAR-17). Bill No., other detail of GPF, Aadhar No., NPS Accounts, Abstract of bill are not found in ECR maintained in the Division of Delhi Jal Board. Other details like columns for details of Employee, detail of Arrear, if any, GPF advance/GPF withdrawn and other related information are missing. DDO's signature column was not found in ECR.

The Division may therefore take necessary steps to remove the above mentioned discrepancies in maintenance of Pay Bill Registers/ECRs under intimation to the audit.

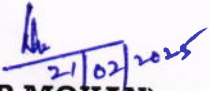
TAN No. 04: Discrepancies in maintenance of Service Books
(Ref. Observation Memo No. 21 dated: 23.01.2025)

During test check of Service Books provided by the Office of EE (NW) - I [Now EE (T) M-7], Delhi Jal Board, H-Block, Udyog Nagar Industrial Area, Peeragarhi Chowk, Delhi-110041, following deficiencies are observed:

- (i) **Entry of Aadhar Number** was not made in most of the Service Books as per the instructions circulated by Pr. Secretary (Finance), Govt. of NCT of Delhi vide No.F.3(03)/2015/T-I/Pr. AO/2017-26 dated 10/09/2015.
- (ii) **Verification and communication of qualifying service after 18 years of service or 5 years before retirement** - As per rule 32 of CCS (Pension) Rules, on completion of 18 years or 5 years before the date of retirement, whichever is earlier, verification of services of the Government servant concerned should be completed and a certificate of verification should be issued to him/her in the prescribed form (Form 24). However, the services of Government Servant were verified in any case.
- (iii) **'Home Town' declaration** under LTC scheme is to be kept in the Service Book. However, entry for home town declaration was not found in most of the Service Books.
- (iv) **GPF Account Number** is to be entered on the right hand top of page 01 by means of a rubber stamp as soon as the official is admitted to GPF. This number was not found mentioned in some of the Service Books.
- (v) **Practical guidelines on the maintenance of Service Book** - Instructions/guidelines contained on the inner cover pages of the printed Service Book should be followed. In addition, name of the employee was to be written both in English and in Hindi on the outer cover. Reference to the original documents verified to be made for (i) Date of Birth (ii) Educational Qualification (iii) Technical Qualifications and (iv) Caste Certificate for SC/ST/OBCs. These guidelines were not followed in most of the Service Books.
- (vi) **Annual Verification of Service** - Verification of Services will be completed annually along with pay slip for the month of April every year and certificate of verification will be recorded in the Service Book after ensuring correctness of the entries. This was not done in most of the Service Books.
- (vii) **In case of Transfer** - Certificate will be recorded for the period up to the date for which pay is drawn by the office, even if it is part of the month / year. The new office should verify whether certificate has been recorded correctly and agrees with LPC. This certificate was not found recorded in most of the Service Books.
- (viii) **Leave-Account** - It was observed that the leave account of none of the employees was maintained in prescribed Form-2 under Rule-15 of CCS (Leave) Rules, 1972. In many Service Books, cuttings, over-writings & use of fluid was seen over various entries of the Leave account. Leave records in Service Books not found signed by the HOO. Entries should be clear and orders in respect of Special Leave should be pasted in the Service Books.
- (ix) **Photograph** - Vide GID below SR 197, a photograph of the Government servant is to be affixed on the right-hand corner of the Service Book. However, in several cases, the photographs were not affixed or were very old.
- (x) **First page of the Service Book**, having details of the employee, should be filled up properly and completely. However, it was observed that impression of Finger Prints, Caste, identification marks etc. was not found in most of the Service Books.

- (xi) Orders of pay fixation on promotion and up-gradation were not found written or pasted in the Service Books.
- (xii) Entries of verification of Character and Antecedents of the employees, were not found in the Service Books.
- (xiii) Documents in r/o declaration of nominees in gratuity & pension were not found attached in the Service Books.

The Division may therefore take necessary steps to remove the above mentioned discrepancies in maintenance of Service Books under intimation to the audit.


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