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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF URBAN DEVELOPMENT
10th LEVEL, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002

F.No.18(267)/A/UD/Plg./2012/Part-I/3265-3289
(CD No. 021782620)

Dated: 03/10/2024

ORDER

Sub: Standard Operation Procedure (SOP) for releasing of funds to the Executing Agencies & booking of funds for carrying out development works under MLALAD Scheme.


1. Urban Development Department releases fund to the various Executing Agencies like MCD, I&FC, DUSIB, DJB, DISCOMs etc. for carrying out permissible works in Delhi under MLALAD Scheme. This office vide letter No. F. 18(267)/A/UD/Plg./2012/021181675/ 122-138 dated 24.05.2023 revised the fund releasing pattern to respective executing agencies (except DISCOMS) in respect of sanctioned works of MLALAD Scheme.
2. Previously, sanction under MLALAD Fund in the respective Assembly Constituency deducted total estimated amount submitted by the executing agency in respect of identified development works by the area MLAs and also released 25% of estimated cost to the agency as 01st instalment. However, it is observed that the tendered amount of most works comes on lower side, leading to unnecessary blockage of funds. This blocked amount is not being utilized for carrying out new development works due to non-submission of timely completion certificates by the executing agencies.
3. In the aforesaid context, in supersession all previous orders in respect of the above subject, the following SOP will be adopted while sanctioning of new development works under MLALAD Scheme.
 - After receiving new development works proposal through Executing Agency on the recommendation of area MLA, this office will issue only IN PRINCIPAL/ADMINISTRATIVE APPROVAL for carrying out of said work under MLALAD Scheme. No payment will be issued at this stage.
 - After awarding the work/finalizing the agency, the respective Executing Agency will submit the proposal with the tendered amount to UD Department for releasing the fund. Thereafter, UD Department will issue 50% of tendered amount as first instalment to executing agency to start the work. The remaining balance fund (50% of tendered amount) will be kept with UD Department and issued as final instalment only after completion of work and submission of requisite document to UD Department.

Contd 02/-



- The tendered amount shall be final in respect of the said work and no further amount shall be released over and above the tendered amount under any circumstances. No escalation in tendered amount will be accepted after awarding the work.
 - The cost of work may include actual amount payable to the Executive Agency towards contingency, third party quality control on actual basis.
 - After conveying tendered amount by the Executing Agency to UD Department of that work, the tendered amount will be deducted from Assembly Constituencies available sanction limit.
 - UD Department will issue IN PRINCIPAL/ADMINISTRATIVE APPROVAL in respect of available sanction limit only in any Assembly Constituency. After attaining the said upper limit, further proposals will be put on hold till tendered amount conveyed by the Executing Agency in respect of all earlier approved works and thereafter new development works proposal, on hold, may be approved against available fund of that Assembly Constituency.
4. The aforesaid Standard Operation Procedure (SOP) shall be applicable for all the Executing Agencies carrying out development works under MLALAD Scheme. This will be applicable to all new works and financial arrangements for all ongoing works will be revised accordingly.
5. In terms of earlier order, if two instalments of 25% and 25% (but not more than 50% of tendered amount) of the estimated amount were released for ongoing works, then only the balance amount of the tendered amount will be kept frozen and released after completion of works. However, this is subject to the condition of no escalation over and above the tendered amount and certified accordingly by the executing agencies concerned.
6. In such cases, where one instalment of 25% of the estimated amount has been released, the difference between 50% of the tendered amount & 25% of the first instalment will further be released to the executing agency. Further, only 50% of the tendered amount will remain frozen and will be released only after completion of work. In such cases, no escalation over and above the tendered amount will be allowed and certified accordingly by the executing agencies concerned. The difference amount (estimated & tendered amount) will be utilized further for sanctioning of new development works.

This issues with the prior approval of Hon'ble Minister (UD).


(Arvind Jain)
Deputy Secretary (MLALAD)
Contd 03/-

F.No.18(267)/A/UD/Plg./2012/Part-I/ 3265-3289

Dated: 01/10/2024

Copy to:

1. Pr. Secretary to Hon'ble LG, Raj Niwas, Delhi.
2. Secretary to Hon'ble Chief Minister, Delhi.
3. Secretary to Hon'ble Deputy Chief Minister, Delhi.
4. Secretary to Hon'ble Speaker, Vidhan Sabha, Delhi.
5. Secretary to Hon'ble Minister (Health, Urban Development), Delhi.
6. All the Hon'ble MLA (AC-01 TO 70) of 07th Delhi Legislative Assembly.
7. OSD to Chief Secretary, GNCTD, Delhi Secretariat, New Delhi.
8. Pr. Secretary (Finance), GNCTD, Delhi Secretariat, New Delhi.
9. Pr. Secretary (Planning), GNCTD, Delhi Secretariat, New Delhi.
10. The Principal Secretary, I&FC Department, GNCTD, L.M Bund Office Complex, Shastri Nagar, Delhi-110031.
11. Pr. Secretary (PWD), 05th Level, B-Wing, Delhi Secretariat, New Delhi.
12. Vice-Chairman, Delhi Development Authority, Vikas Sadan, INA, New Delhi.
13. The Commissioner, MCD, Dr. SPM Civic Centre, Minto Road, New Delhi-110002.
14. Secretary (Power), GNCTD, 08th Level, B-Wing, Delhi Secretariat, New Delhi.
15. The Secretary, New Delhi Municipal Council, Palika Kendra, Parliament Street, New Delhi-110001.
16. The Director General, CPWD, A-Wing, Room No. 101, Nirman Bhawan, New Delhi-110011.
17. The Engineer-In-Chief (PWD), Public Works Department, 12th Floor, MSO Building, IP Estate, New Delhi-110002.
18. The Chief Executing Officer, Delhi Jal Board, Jhandewalan, Karol Bagh, New Delhi-110005.
19. The Chief Executing Officer, DUSIB, Delhi Urban Shelter Improvement Board, Punarwas Bhawan, IP Estate, New Delhi-110002.
20. The Managing Director (DSIIC), Delhi State Industrial & Infrastructure Development Corporation Ltd., N-36, Bombay Life Building, Connaught Circus, New Delhi-110001.
21. Managing Director (DTTDC), Delhi Tourism and Transport Development Corporation, 18-A, DDA, SCO Complex, Defence Colony, New Delhi-110024.
22. Controller of Accounts, Urban Development Department, GNCTD.
23. Director, Planning Branch, Urban Development Department, GNCTD.
24. Assistant Programmer, Urban Development Department, GNCTD 09th Level, Delhi Secretariat, with the request to upload the same on the department website.

Copy for kind information to:

1. P.S. to Addl. Chief Secretary, Urban Development Department, Delhi Secretariat, New Delhi.

(Arvind Jain)
Deputy Secretary (MLALAD)