

**PUNJAB STATE TRANSMISSION CORPORATION LTD.**  
Departmental Accounts Examination -2023 ( 2nd Session)

Category- JE (Civil)

(Paper-I)

Roll No-

Works Accounts

Time Allowed : 3 Hours

Max Marks : 100

Note – All Questions are compulsory

Q 1

a) Find out rate per KM of PSTCL's vehicle for Deptt. Works as well as Private Work from the following data:-

Life of Vehicle	:	5 years
Annual Mileage	:	40000 KM
Capital Value	:	Rs 350000
Value of Garage	:	Rs 30000

Direct Charges:

I) Employee Cost	:	Rs 500000
II) Repair and replacement:		Rs 70000
III) Fuel & Lubricants	:	Rs 125000
IV) Maintenance & Repair	:	Rs 20000
of Vehicle Shed		

Indirect Charges:

I) Depreciation	:	90% cost
II) Interest	:	13.50%
III) Supervision Charges:		10%
IV) Departmental Charges	:	27.50%

(Marks: 20)

Q2

a) Comment upon forfeiture of security deposit under Works regulation-1997  
(Marks: 10)

b) Can Head of Department re-delegate his financial powers to any officer subordinate to him? Comment.

(Marks: 10)

Q3

a) Comment upon Prequalification Criteria under PSTCL Purchase regulation-2017.  
(Marks: 5)

b) What is an IUT Bill? Explain the procedure for its preparation? (Marks: 10)

c) What is the competence of various authorities in PSTCL to convey administrative approval to works expenditure on Non Residential Buildings?

(Marks: 5)

**Q4 a)** What a note on Material Estimate Control Register and its maintenance for civil works.

**(Marks: 15)**

**b)** Write brief note on "Dismantlement Register"?

**(Marks: 5)**

**Q5**

**a)** For what purpose IWR is maintained? Explain in brief various parts of IWR.

**(Marks: 10)**

**b)** What is an estimate? What points should be kept in mind while preparing an estimate?

**(Marks: 10)**

**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**  
**DEPARTMENTAL ACCOUNTS EXAMINATION-2023 (2nd SESSION)**

CATEGORY: JE/Civil.

MODEL SOLUTION

PAPER-I (WORKS ACCOUNTS)

**Sol 1(a) :** Rate per km is arrived as under:

Employee Cost (A)	Rs 500000
Repair & Maint.	Rs 70000
Maint. & Repair of Vehicle Shed	Rs 20000
Fuel & Lubricants	Rs 125000
Depreciation:	
(350000*0.90/5)	<u>Rs 63000</u>
<b>Total exp for PSTCL work</b>	<b>Rs 778000</b>

**Rate per KM  $778000/40000 = Rs 19.45$  per Km**

**Rate for private use:**

127.50% of (500000+70000+20000)	Rs 752250
110% of 125000	Rs 137500
Depreciation:	Rs 63000
Interest @ 13.50% on (350000/2+30000)	<u>Rs 27675</u>
<b>Total exp for private use</b>	<b>Rs 980425</b>

**Rate per KM  $980425/40000 = Rs 24.51$  per Km**



**Q.2 (a): Comment upon forfeiture of security deposit under Works regulation-1997?**

**Sol<sup>n</sup> 2(a)** In the event of default on the part of Contractor in the faithful execution, the security deposit shall be forfeited by an order of the Contracting Agency under intimation to other SEs. CEs and Secretary Board. In the case of field Sr. XENs, an order of forfeiture of Security deposit shall be issued by them provided they are Contracting Agency, under intimation to their SEs, who in turn shall circulate the same to other SEs. CEs and Secretary Board. The forfeiture of security deposit shall be without prejudice to any other rights arising or accruing to the Board under relevant provision of the contract like penalty/damages for delay in delivery or risk execution of work including suspension of business dealings with Board for a specific period.

**Q.2(b): Can a Head of Department re-delegate his financial powers to any officer subordinate to him? Comment.**

**Sol<sup>n</sup>:** The Heads of Department may re-delegate the financial powers delegated to them in this booklet to any officer sub-ordinate to them at their headquarters offices, on their own responsibility and subject to such restrictions as they may like to impose. Provided further that such re-delegated powers shall be exercised personally by such officer and shall in no circumstances be further delegated.



**Q.3(a): Comment upon Prequalification Criteria under PSTCL Purchase regulation-2017.**

**Sol<sup>n</sup>3(a)** Prequalification, wherever incorporated in a tender, shall be based entirely upon the capability and resources of prospective bidders to perform the particular contract satisfactorily. The PQC for various items already approved shall continue, till not amended. The PQC if needs to be amended or added fresh for new items, shall be framed as per the CVC guidelines and approved by Director/Technical, Director/F&C and Director/Admin.

**Q.3(b): What is an IUT bill? Explain the procedure for its preparation?**

**Sol<sup>n</sup>:** The IUT bill is a bill prepared to raise the debit in respect of the transactions between one accounting unit and another and it is settled by U-Cheque.

The IUT bill is prepared by the account section at Division office within 7<sup>th</sup> of next month. The IUT bill will specify the date, serial number, name and location code the transfer AU/ Division, name and location code of the transferee AU/ Division, account code as per the chart of accounts related to the type of Inter Unit Transactions i.e. fuel, material etc., particulars of transactions including details and number of supporting documents and amount.

In construction and Hydel organization, the IUT bill is prepared by the store sub divisions and the bill with a receipted copy of store challans / store requisition is forwarded to its Division (Account Section) duly signed by SDO store sub division. The division sends the IUT bill to the receiving division along with a copy of receipted store challan / store requisition duly signed by the divisional officer without waiting for monthly stock account. The project stores sends the receipted store challans to the AO evaluation cell of the project. AO evaluation after evaluating the above challans will raise IUT Bill on the receiving Division / AU without waiting for the monthly stock account. In case of transfer of cash from one division to another division to another IUT bill be raised on the spot and cash transferred only against U-Cheque.

**Q.4(a): What a note on Material Estimate Control Register and its maintenance for civil works.**

**Sol<sup>n</sup>:** Material Estimate Control Register (MECR) is used for maintaining accounts of each sanctioned estimate/work in all cases of minor works. This register shows at any point of time the cumulative quantity and value of materials received in respect of major material items and cumulative value of petty material items vis-a-vis sanctioned requirements. This register shall also indicate consumption and balance of material in hand both with regard to the quantity and value on last day of each month/financial year or on completion of work. The register is maintained by JEs or other authorized officials for all the minor works under capital/revenue accounts.

The quantity of materials is entered in the register in blue/black ink and the respective value is entered in red ink. The estimated quantity and value of each article is entered at the top of each column provided in case of electrical works. The estimated quantity and value of each item of material are worked out with reference to the quantities of items of works as per sanctioned estimate and the formula given in the Common Schedule of Rates or otherwise as approved by the competent authority. The estimated quantity and value entered in the register shall be checked by AE/AEE.

Update the register on every receipt of material. Enter the consumption of material in the register with reference to the entries recorded in the Electrical Measurement Book. In case of civil works, work out the consumption with reference to the formula given in the CSR or otherwise as approved by the competent authority as per measurement in Works Measurement Book.

Return unused material, if any, to store by making entries in the register as minus receipt.

No page of the register on any account be torn out nor should any entry be erased or disfigured. Any cuttings made in the register should be attested by JE, AE/AEE in-charge. Net receipt of each month and progressive totals both in respect of quantities and value is worked out. Each entry in the register should be signed by JE/SO in-charge of work. The register should be checked by SDC and signed by AE/AEE monthly in token of check

for

**Q.4(b): Write brief note on "Dismantlement Register"?**

**Sol<sup>n</sup>:** The form CE-43 Register of Dismantlement has been designed. As and when the material is dismantled from a work, an inventory of all the materials dismantled, whether in serviceable or unserviceable conditions should be prepared and entered in the same in the Register of Dismantlement. The entries in this register are made article wise by entering name of article, present value, Quantity, unit, depreciated value and how the same has been disposed is also recorded. The SDO should verify the inventory and in token record his initial. It is a good tool to have a control over the material dismantled from the works and watch its disposal.



**Q.5 (a)** For what purpose IWR is maintained? Explain in brief various parts of IWR.

**Sol:** IWR is maintained to maintain the accounts of all capital electrical and civil works. When it was initially introduced in 1972, it was introduced only for major electrical works but in the year 1985, its usage started for major capital civil works. At present, account of all electrical and civil major capital works executed in various sub divisions of PSPCL/ PSTCL are maintained by JE's IWR.

**Various Parts of IWR:**

**Part-I:** In Part-I the account of all principle items of material is maintained. Month wise quantity / value of major material drawn by JE from store is maintained in this part. The estimated quantity of material to be used on the work is also indicated in this part. At the end of Part-I there is an abstract bringing out component wise expenditure incurred during the month and progressive expenditure up to the end of the month. The material drawn from store is shown in this part and transferred to part IV.

**Part-II:** Part -II is the account of petty items drawn from store and purchased from the market. As in Part-I, month wise quantity / value of petty material is indicated in this part. The material so indicated is transferred to Part-IV. The expenditure shown in this part is also transferred to Part-I.

**Part-III:** This part is maintained to account for the expenditure incurred on labour deployed on work. The bill of labour is posted in this part. While passing the bill of labour, the progress made by labour is strictly kept in view. The expenditure shown in this part is also transferred to Part-I.

**Part-IV:** In this part, the material used in the execution of work is shown. The measurement of material used is recorded by the JE & checked by SDO. The quantity of all major items used in the work is checked by the SDO physically at site.

**Part-V:** This part indicates the material dismantled from the work during execution. The material dismantled or used on the same work is transferred to Part-IV.

**Part-VI:** The inspection note of various officers who are required to inspect the execution of work are recorded in this part and discrepancies noticed during inspection are shown, thereafter the action taken by the JE / SDO on such inspection notes is indicated by the respective officer/ official so that the compliance of observation of inspecting officer is ensured during the next inspection.



**Q.5 (b) What is an estimate? What points should be kept in mind while preparing an estimate?**

**Sol 5(b)** The papers to be submitted with the project for a work will consist of:-

- i. A report
- ii. A specification and a detailed statement of measurements, quantities and rates
- iii. An abstract showing the total estimated cost of each item.

These documents together form what is called the 'estimate'. In the case of a project consisting of several works, the report may be a single document for all the works and likewise the specification; but details of measurements and abstracts may conveniently be prepared for each work, supplemented by a general abstract bringing whole together. In the case of estimates for 'Repairs or Maintenance', only the specification and the detailed statement of measurements and quantities with the abstracts will ordinarily be required.

The following points should be kept in mind while preparing a project estimate:-

- 1) The report should state in clear terms the object to be gained by the execution of the work estimated for, and explain any peculiarities which require elucidation, including, where necessary, the reason for the adoption of the estimated project or design in preference to others. The report should also discuss the effect of proposed works will have any existing engineering works, such as railways embankment, bridges siphons and culverts, and should clearly state whether the concurrence of the requisite railway, road or other authority has been obtained.
- 2) To facilitate the preparation of estimates, a schedule of rates of each kind of work commonly executed should be kept up in each division, and the rates entered in the estimate should generally agree with the schedule rates, but where from any cause these are not considered sufficient, or in excess a detailed statement must be given in the report showing the manner in which the rate used in the estimate is arrived at.
- 3) Fractions of rupees will be omitted in showing the total cost of each kind of work in the abstract of the estimate and miscellaneous petty works may be entered without measurements, the estimated cost alone being given as lump sum

- 4) Provisions should be made in the estimate for all incidental expenditure which can be foreseen such as cost of land, hutment for workmen, sheds for workmen, sheds for stores, hiring of godowns, dewatering and pumping arrangements, etc. while in addition provision of 3% on the estimated cost of works should be made to cover contingencies which cannot be foreseen.