



**SUPERINTENDING ENGINEER
DESALINATION**



46



**CHENNAI METROPOLITAN WATER SUPPLY
AND SEWERAGE BOARD**

Letter No: CMWSSB/SE(Desal)/400 MLD Plant/PMC-024/2020

Dt: 09.10.2020

To

M/s. SMEC International Pty Limited, Australia in consortium
with M/s. NJS Engineers India Pvt Ltd., Pune,
M/s. Tata Consulting Engineers Ltd., Mumbai,
M/s. SMEC India Pvt. Ltd, Haryana
1st Floor, Novus Tower, West Wing
Plot Number – 18, Sector – 18
Gurgaon – 122015
Haryana.

Sir,

Sub: CMWSSB- SE (Desal) - Project for Construction of Chennai Sea Water Desalination Plant (I) - Consultancy for "Design, Preparation of Bid Documents & Evaluation of Bids for the Proposed Construction of 400 MLD Capacity Seawater Reverse Osmosis Desalination Plant at Perur along East Coast Road, South of Chennai, Tamil Nadu and Construction Management & Supervision for the Proposed Desalination Plant and its Product Water Conveyance Pipeline from the Plant and upto Porur and all allied works – Bills for the month of July 2020 & August 2020 - Returned - Reg.

- Ref: 1. Contract No: CNT /CON /DESAL/ICB/Gol/016 /2018-19
2. Letter No: CMWSSB/SE(Desal)/400 MLD Plant/PMC/2020, dt: 13.01.2020
3. Letter No. SMEC/CMWSSB/5061185/142, dt 17.08.2020
4. Letter No. SMEC/CMWSSB/5061185/173, dt 01.09.2020
5. Letter No. SMEC/CMWSSB/5061185/157, dt 14.09.2020

The invoice for the Payments towards Monthly Billing for PMC firms has been submitted for the month of July 2020 & for the month of August 2020 for all the firms vide ref 3rd, 4th & 5th cited as detailed below.

FIRMS	July Month Invoice Submitted On		August Month Invoice Submitted On	
	USD	INR	USD	INR
M/s. SMEC International Pty Limited	17.08.2020	17.08.2020	22.09.2020	22.09.2020
M/s. SMEC India Pvt. Ltd	17.08.2020	17.08.2020	22.09.2020	22.09.2020
M/s. Tata Consulting Engineers Ltd	01.09.2020	17.08.2020	22.09.2020	22.09.2020
M/s. NJS Engineers India Pvt Ltd	17.08.2020	17.08.2020	22.09.2020	22.09.2020

On scrutinising the Bills, it is found that the following supporting documents submitted are incomplete and the following documents are to be re-submitted as per the requirement for processing the Bill.


1. The attendance sheets for the month of July 2020 & August 2020 along with invoice is without the seal & sign of authorised person for all the firms of PMC except M/s. NJS Engineers India Pvt Ltd, which has to be submitted with seal & authorized sign.
2. The Professional Indemnity insurance & Insurance against loss or damage submitted by M/s. TATA Consulting Engineers Ltd., Mumbai is valid only up to 02.10.2020 which has to be renewed.
3. Sufficient numbers of Bill of Supply & Claim of Payment (1 original + 3 copies) has not been submitted with respect to payment towards foreign currency.
4. Letter of Credit for M/s. NJS Engineers India Pvt Ltd has not been submitted.
5. Abstract of claim of M/s. NJS Engineers India Pvt Ltd has not been submitted.
6. Amount in Bills are to be rounded off to same decimals for all the consortium firms.

Further, though the PMC was already requested to submit the invoices along with the required documents in common format by all the consortium firms, it is found that there is lack of uniformity in submission of invoices between consortium members. In this regard, a checklist for submission of invoice with supporting documents is enclosed herewith so as to maintain uniformity among the consortiums. It is also informed to submit the invoice in the same order / sequence as per the checklist.

Moreover, the invoices along with the supporting documents have to be submitted in Spiral binding separately for each firm & currency.

As such, the claim of bill towards monthly payment for July 2020 & August 2020 could not be processed for want of required supporting documents and returned herewith.

Hence, it is requested to re-submit the invoice along with the required supporting documents in similar / common format as per the checklist by all the firms of Consortium for processing the payment. Further, in order to avoid delay in processing the payment in future, it is requested to submit the invoices with the supporting documents in a common format & sequence as per the requirement.


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(DESAL)**

ANNEXURE

Sl.No	Checklist for local currency	Checklist for foreign currency
1	Letter for Submission of Invoice	Letter for Submission of Invoice
2	Checklist/Index	Checklist/Index
3	Invoice for Bill	Invoice for Bill
4	Allocation/Participation - Cost Break Up Details	Claim of Payment
5	Abstract of Claim of Payment	Statement of Performance - CMWSSB
6	Remuneration Details	Allocation/Participation – Cost Break Up Details
7	Signed copy Attendance Sheet	Abstract of Claim of Payment
8	Vehicle Rental Invoice	Remuneration Details
9	Duty Travel - Flight Tickets	Signed copy of Attendance Sheet
10	Agreement copy / Office Rental Invoice	Vehicle Rental Invoice
11	Purchase of Office Equipment Invoice (Tax invoice)	Duty Travel - Flight Tickets
12	Report Submission Acknowledgement	Agreement copy / Office Rental Invoice
13	Survey invoice	Purchase of Office Equipment Invoice (Tax invoice)
14	Software Purchase Invoice	Report Submission Acknowledgement
15	Per Diem Allowance	Insurance copies with Abstract Sheet
16	Insurance copies with Abstract Sheet	Performance Security Bank Guarantee
17	Performance Security Bank Guarantee	Asset Register / Stock Register
18	Asset Register / Stock Register	Lower Deduction of Tax Certificate
19	Lower Deduction of Tax Certificate	

Note: All the above documents has to be duly signed with seal

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