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**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

No 2010/CE-I/Estt/<sup>12</sup>BRO

New Delhi, Dated 22.10.2010

**The Chief Administrative Officer (Con)  
All Zonal Railways**

**Sub:-Check-List for Detailed/Revised Estimate requiring  
Board's Sanction**

Railways are sending Detailed and Revised Estimates for Board's sanction. On perusal, it is revealed that a lot of time is wasted in the Board's Office, for want of required information in the Estimate Booklet and common queries. In order to expedite the matter, railways are earnestly requested to send the Estimate Booklet having details enlisted in the enclosed sample check-list. The covering note of forwarding officer should also be self explanatory, i.e. a sample covering note is enclosed. May also email the D.E. alongwith Covering letter to further expedite the sanctions.

DA: Four pages, as above.



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**Executive Director/Civil Engineering (B&S)-II**  
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**011-23383660 (Fax)**

**Check-List regarding processing of estimates for Board's Sanction.**

SN	Major Head	Items to Check	Yes-No
1	<b>Name Of Work</b>	The name of Work to be mentioned on covering note shall include	
2		The Name of ROB if any	
3		Lane Of ROB ( 2 Lane/4 Lane)	
4		Whether New ROB or Widening	
5		The Level Crossing Number	
6		Level Crossing Railway Kilometre ( TP No)	
7		Block Section of Level Crossing ( Full Name)	
8		Name of Division and Zone	
9	<b>Abstract Estimate Details</b>	The year of Works Programme in which the Abstract Estimate was sanctioned ( PB Item Number also). Attach Xerox copy of Pink Book in which this item is appearing	
10		The current item number of Pink Book of present Financial Year ( Attach Xerox Copy of Pink Book)	
11		Total Cost of Sanction in Abstract Estimate along with Railways and State Govt Share in lacs of rupees ( As mentioned in TOP SHEET of Detailed/Revised Estimate)	
12	<b>Detailed Estimate Details</b>	Reason for Delay in Preparation of Detailed/Revised Estimate	
13		Cost of Detailed Estimate in lacs Rupees along with Railways and State Govt Share as appearing in TOP SHEET of Estimate	
14		Mention that " The estimate is DULY VETTED By Associate Finance and Approved by GM of Railway . enclose . Xerox copy of Letter of Vetting and Approval.	
15	<b>Fitness of proposal for construction of ROB</b>	Whether lying on National Highway? If So then pattern of Cost Sharing such that cost of Railway Portion is borne by Railways and that of Approaches by State Govt,	
16		If Not Lying on National Highway than cost sharing shall be in the ratio of 50:50	
17		Whether case of new ROB ( TVU shall be greater than one lac) or widening of existing ROB from two lane to four lane (TVU above three lac for new track and five lac for old track) .Mention TVU of LC along with census year.	
18		If any additional Lane is included cost sharing pattern between Railways and State shall be as per existing norms. Same to be explained.	
19		The estimate booklet pages are NUMBERED and page reference be given whenever required.	
20		The requisite consent /undertaking from State Govt taken for cost sharing , closure of level crossing after commissioning of ROB etc ( Copy Enclosed).	

SN	Major Head	Items to Check	Yes-No
21	<b>Variation Table</b>	Variation Table in covering sheet mentioning the Abstract Cost , Detailed /Revised Estimate Cost, Difference of Two, % Variation , Railways Share and State Govt Share Wise as given in annexure ( All figures be in Lacs Of Rupees rounded up to two places after decimal)	
22		The Reason for Boards Approval be clearly outlined ie total cost exceeding GMs Sanction Power/Abstract Estimate Sanctioned By Board/Total Variation Exceeding 100%/Cost of Railway Portion exceeding 100%/Increase due to <b>Escalation above 100%</b> / Increase due to <b>other than Escalation above 20%</b> / This element shall be clearly pointed out mentioning the actual % variation of each component.	
24	<b>Financial Issues</b>	The estimate comprises full ROB or only Railway Portion and if only part estimate made the reason thereof.	
25		The increase in cost in Railway Portion be fully explained.	
26		If abnormal price hike in State Govt portion separate clarification from concerned authority for abnormal price hike and letter enclosed	
27		The detailed reason of OVERALL price hike . Abnormal % increase shall be exclusively explained.	
28		The provision of D& G Charges in estimate is checked . Normally it shall be restricted to 6.43%	
29		The detailed/revised estimate includes all the items provision for which was kept in Abstract Estimate ( Like Signalling, Electrical cost etc)	
30		Provision of UNFORESEEN ITEM if kept the amount involved and if excess to be DELETED.	
31		The Wholesome cost of approaches and bridge proper to be justified on PER METER COST ( For applicable lane 2/4/Multi) and comparison based upon other ROB's sanctioned by board in recent past.	
32	Engineering Deptt Checks/Financial Implications	Type of Foundation ( Normally Open and not pile), Type of Girder ( Normally Composite) and detailed reason if variation from existing instructions of board.	
33		The type and rate of Important Items like Cement( Like OPC) , Steel( Like Fe-500, TMT and Not TOR) to be at par with LARs and the mention there of to justify the quality and rate.	
34		The cost of Service Road to be included in State Govts Share	

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Sample Covering Note by Forwarding Officer

Letter No:

Dated

To

The Executive Director/Civil Engg.(B&S)II  
Railway Board

**Sub:** Detailed Estimate for construction of two( or Four/multi) ROB in lieu of " ABCD LC" LC No. XX(KM XXX/0X-0X) on ABCD-ABCD Section on ABCD-ABCD Route in XXX Division of XXX Railway.

1. The work of construction of two( or Four/multi) ROB in lieu of " ABCD LC" LC No. XX( KM XXX/0X-0X) on ABCD-ABCD Section on ABCD-ABCD Route in XXX Division of XXX Railway was sanctioned during the year XXXX-XXXX ( Vide PB Item No XX) on cost sharing basis at a cost of Rs XXX.XX lac ( Rly's & State Govt Share being XXX.XX & XXX.XX lac Rs respectively). Presently the work is appearing as item no XX of PB 2010-11.
2. This Railways had now prepared Detailed( OR Revised ) Estimate at the cost of XXXX.XX lac ( Rly's & State Govt Share being XXX.XX & XXX.XX lac Rs respectively) .The above estimate has been duly vetted by Associate Finance of this Railway at the cost of XXXX.XX lac .( Vide FA&CAO's Letter No XX/XXX/XXXX/XX dated XX.XX.XXXX) . Variation Table is given below.

*Sample variation table on covering letter*

VARIATION TABLE ( All Figure In Lac Rs)				
Item	Abstract Estimate	Detailed Estimate	Difference (Abstract & Detailed)	Variation (Abstract & Detailed)
Railway's share	261.70	808.30	546.60	208.87%
State Govt's share	341.27	1103.39	762.12	223.31 %
<b>Total Cost</b>	<b>602.97</b>	<b>1911.69</b>	<b>1308.72</b>	<b>217.04 %</b>

3. The Detailed( Revised) Estimate requires the SANCTION of Board as the total increase in cost is 217.04% ( above 100%) in which increase due to escalation is 199.84%( above 100%) and due to increase in scope is 17.49%( above 20%)
4. In view of above, Board is requested to VET the Consolidated Detailed Estimate at the cost of Rs 1911.69 lac ( Rly's & State Govt Share being 808.30 & 1103.39 lac Rs respectively)

( Name Of Signing Officer)

Designation

Mobile Number

E-Mail ID