

**DELHI DEVELOPMENT AUTHORITY**  
**Office of Director (H)-III**  
**3<sup>rd</sup> floor, D-block, Vikas Sadan, New Delhi**

No. F2(02)2020/PMAY(ISR)/237

Dated: 20.01.2020

**Circular**

Vice Chairman, DDA has been pleased to approve the Standard Operating Procedure (SOP) to be adopted for approval of Detailed Project Reports (DPRs) and for approval of RFPs in respect of In Situ Rehabilitation/Redevelopment projects before publication and uploading the same on DDA's website as under:-

- i. The survey of the JJ clusters will be got conducted and finalized by the In-situ Rehabilitation Branch, Housing Wing.
- ii. Consultant will be appointed by Engineering Wing for preparation of DPR. The Total Station Survey of the JJ clusters will be got conducted by the concerned zone of the Engineering Wing, through the Consultant or any other Agency, as the case may be, and the TSS will be forwarded to Planning Wing. L&DO and LM may be associated, as and when required.
- iii. The Planning Wing will super-impose the same on the external layout plan and will ratify the same. Any modification required or action for change of land use as per policy, wherever applicable, to be done by Planning Wing.
- iv. The external layout plan ratified by Planning Wing will be given to the Consultant for preparation of DPR/RFP.
- v. After preparation of DPR to be received by Engineering Wing, the same will be submitted to Architectural Wing of DDA for preparation and placing of the 'Agenda' before the Screening Committee for approval.
- vi. After approval of the Screening Committee the concerned Chief Engineer will validate the projected cost of EWS housing. Since, there are no resources within DDA to estimate projected revenue from built up properties, there is no alternative but to rely upon consultants' projection. Thereafter, the DPR will be forwarded with comments of Engineering Department, if any, to Housing Wing to:
  - a) To approve the DPR where no additional vacant DDA land has been used in the project as per the provisions of PMAY Guidelines and Authority Resolution No. 08/2020 and there will be no need to refer the same to the Lands Department and DPR would be appraised and vetted by Housing and Finance Departments; and



A handwritten signature in black ink, appearing to read 'R. Bhagat', is placed below the circular text. The signature is written in a cursive style with a horizontal line underneath it.

b) Where the additional vacant DDA land apart from the encroached land by the JJ dwellers is being used (as per Authority Resolution No. 64/2019) the same will be forwarded to the Commissioner (LD) to validate the cost of the vacant land proposed to be utilized in the project. Thereafter, the same will be forwarded to the Finance Department by Housing Department to vet the same.

vii. After approval of the DPR by Vice-Chairman, the Concerned Chief Engineer will incorporate the same in standard RFP template already approved and will give approval for uploading the same.

viii. The Bids received in response to the RFP would be examined and evaluated by Engineering Wing as per normal procedure and the same will be put up for award of work to Competent Authority (WAB and Authority).

O/C



(V. K. Chopra)  
Director (H)-III

1. Finance Member, DDA
2. Engineer Member, DDA
3. Principal Commissioner (Housing/PMAY)
4. Principal Commissioner (LM & LD)
5. Principal Commissioner (Personnel & Horticulture)
6. CLA
7. Commissioner (Pers./H)
8. Commissioner (LD)
9. Commissioner (LM)
10. Commissioner (Plg.)
11. Chief Architect
12. Chief Engineer (East zone, North zone, South zone, Rohini Zone & Dwarka zone)- for necessary action in respect of In Situ Rehabilitation/Redevelopment projects.
13. CAO
14. Director (Bldg.)
15. Director (LC)
16. FA (H)

O/C



Director (H)-III