

Board Circular No..... /2019

All Addl. General Managers,  
Deputy General Managers,  
Asst. General Managers,  
Project Directors,  
Managers/Chief Engineers/Chief Accountants,  
Secretary to the Board of Management,  
Chemists/Sociologists,  
Other Heads of Divisions including  
OICs

**Updated format for preparation of Total Cost Estimate (TCE)**

The updated format for preparation of Total Cost Estimate is enclosed to be followed here onwards.

The foreign currency conversion rate shall be taken from relevant Rate Book and percentage of VAT shall be the prevailing rate at the time of preparation of TCE.

*R. H. Anand*  
**General Manager**  
**National Water Supply  
& Drainage Board**

cc : 01. Chairman  
02. Vice Chairman  
03. Working Director  
04. DGM (Audit)

**Total Cost Estimate of .....**

Explanatory Notes	Item	Description	Qty	Unit	Unit Rate (Rs.) (Current Rate Book)		Implementing Cost (Rs.)						Total Implementing Cost (Rs.)			
					Foreign currency component	Local currency component	Year 1		Year 2		Year 3		Foreign currency component	Local currency component		
							Foreign currency component	Local currency component	Foreign currency component	Local currency component	Foreign currency component	Local currency component				
1. This Total Cost Estimate (TCE) is valid for a period of one year from ..... 2. In case this Total Cost Estimate is to be used for Design & Build/ Turnkey Projects the item ( i ) shall be removed and replaced with relevant design build / turnkey factors given in Table 03 of Rate Book. 3. Used Foreign Currency conversion rate is (1 FC ..... Rs..... ) <i>FC - Symbol of relevant Foreign Currency according to the Contract. Foreign Currency conversion rate shall be taken from relevant Rate Book</i>	1															
	2															
	3															
	4															
	5															
	6															
	7															
	8															
	9															
	10															
	11															
	12															
	<b>SUB TOTAL 1</b>															
	( i )	Investigation, Feasibility Studies, Designs and Drawings, Preparation of Tender Document, Tendering and Construction Supervision (20% of Sub Total - 1 if TCE is less than Rs. 100 Mn and 18% of Sub Total - 1 if TCE is more than Rs. 100 Mn)	Sum													
	( ii )	Provisional sum for Road Reinstatements, Power Supply and Land Acquisition etc.	Provisional Sum													
	( iii )	Allow 5% for Sub Total 1 for improvement of Rural WS & Sanitation	Provisional Sum													
	( iv )	Provisional Sum for improvements of Water Resources (if applicable)	Provisional Sum													
	<b>SUB TOTAL 2</b>															
	Allow for Contingencies (Maximum 10% of Sub Total - 2 )															
	Allow for Customs Duty															
	<b>SUB TOTAL 3</b>															
	VAT (.....%)															
	<b>TOTAL (Rupees )</b>															
	<b>TOTAL AMOUNT (Rupees in Million)</b>															
<b>Total Amount : Rupees .....</b>																
<b>Million.</b>																

Certified by:  
.....  
(Name)  
Chief Engineer

Certified by:  
.....  
(Name)  
Assistant General Manager(.....)

Certified by:  
.....  
(Name)  
Deputy General Manager(.....)

Certified by:  
.....  
(Name)  
Deputy General Manager(P&D)

Recommended by:  
.....  
(Name)  
Addl. General Manager

Recommended by:  
.....  
(Name)  
General Manager

Approved by:  
.....  
(Name)  
Secretary to the Ministry of .....