



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
ALLAHABAD**

Form: 118

Office of the Dean of Infrastructure, IWD, Estate

WORK PROGRESS REPORT

(This form should be filled by Engr. I/C (IWD) and submitted to Accounts Section whenever an RA bill is raised for a particular work)

Request number															
Name of the work															
Contract Agreement No:		Contract Amount													
Name of Engr. I/C		Phone/ Mob No.													
Designation		Email		@iita.ac.in											
Date Assigned to the contractor for submission of RA Bill															
Is the work executed in compliance with the approved drawings and specifications?												Yes	No		
<i>Please provide a short description for any major changes in scope, design, drawings and specifications. (please attach necessary documents including revised drawings and interim corrective actions taken)</i>															
Is there any requirement of extra /substituted items for the satisfactory completion of work												Yes	No		
If Yes, Is a CCD Form 111 initiated for the approval of extra/Substituted items												Yes	No		
Is the work progressing in compliance with the stipulated time schedule in contract agreement? <i>(Also, please select appropriate option)</i>												Yes	No		
<input type="checkbox"/> On time				<input type="checkbox"/> Delayed				<input type="checkbox"/> Ahead							
Please explain if there was a rescheduling of milestones and extension of time. <i>(Attach updated schedules and relevant approval documents)</i>															
Was the Dean (IRI) Office notified for the joint inspection within 3 working days of submission of RA bill												Yes	No		
Have all the defects rectified/recommendations incorporated before RA bill is cleared for payment												Yes	No		

(Signature of the Engr. I/C)

_____/_____/_____
Date: (dd / mm / yyyy)

Verified by Head / IWD

Signature _____

* Mandatory documents for the payment of running account bill: Comparison statement of estimated quantity vs executed quantity incorporating all items approved through Dean (IRI) **Form 112**, non-executed item too and copies of all EOT's permitted through Dean (IRI) **Form 112** form till date.

- **For Dean (IRI) Office Use**

Checked		Passed										
		Note:										
Assistant/ Superintendent		OIC										
Recorded	Sent for clarifications	yyy-mm-dd	Clarifications Received	yyy-mm-dd	Revision Recorded	Sent for further processing	yyy-mm-dd					