



Karnataka State Police Housing Corporation Limited

#59, Richmond Road, Bangalore - 560025. ☎ +91 80 25584102. Website:
http://www.ksphc.org

Quality Plan-specimen

1. Scope:

Construction of Fire Station, 12 Firemen & 2 fire officers quarters at Hanur, Chamaraja Nagar District – both civil and electrical works

2. **Project No.:** DC-FF/06/MYS/07-08/5195

3. **PROJECT ID:** THIS PROJECT IS NOT UPLOADED EVEN THOUGH 4 MONTHS HAVE PASSED SINCE CONTRACT FINALIZATION

4. Period of completion of work:

12 months from the date of letter of award of contract (2 Jun 2007) or from the date of handing over of site, which ever is later

5. **Date of handing over of site:** dd.mm.yyyy

6. **Scheduled date of completion:** dd.mm.yyyy

7. **Amount of contract:** Rs. 1,51,37,125

8. **Basis for contract amount:** 7.04% above SR 2006 - 2007

9. Quality assurance plan for Construction support processes:

Activity	Description	Document / Procedure	Area / Department
Preparation, submission and approval of bar chart	To be submitted before 10 Aug 2007 and approved before start of work	Clause 9 of Agreement	AEE (CRNR) & EE (Mys)
Issue of user name and password to contractor	To be completed before 31 Jul 2007	Clause 9 of Agreement	EE (PMS)
Site clearance and filling up	As per AEE's instructions	Clause 13 of General Specifications, page 23 of 82	AEE (CRNR)
Line out	Ascertaining of initial ground levels	Clause 14 of General Specifications, page 23 of 82	AEE (CRNR) & EE (Mys)
Hollow concrete blocks	Test for each supply for 25,000 stones	IS ref: ?????-????	Project manager, IE, AEE, AEE

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Supply of water for construction purposes	Limits for Ph value, organic impurities, sulphates and alkali chlorides specified	KSPHC QSP doc ref: F 23 - 1	JE, AE, AEE (CRNR) & EE (Mys)
Supply of water for potable purposes during construction		IS 10500 - 1991	
Supply of water for occupants	Location of bore well in accordance with layout plan	IS 10500 - 1991	
Activity	Description	Document / Procedure	Area / Department
Supply of stones for construction work	Test for each supply for 25,000 stones 1. Best trap / granite stone 2. The stones shall not have skin / soil cover 3. The stones shall make a ringing sound when struck with a hammer. 4. Shall be fine or medium grained and bright in colour	Clause 15 of General Specifications, page 25 of 82	Project manager, JE, AE, AEE (CRNR) & EE (Mys)
Supply of sand	Test for each source for every 100 Cu. M. from same source. Fineness modulus and silt % are specified	KSPHC QSP doc ref: F 23 - 4 & IS 383 - 1970	
Supply of coarse aggregate	Test for each source for every 100 Cu. M. from same source	KSPHC Quality System Procedure doc ref: F 23 - 5 & IS 383 - 1970; IS 2386 - 1963 Part II and III; IS 2430 - 1986	

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Supply of cement	For each brand once in 75 Tons	IS 8112 - 1989 & IS 12269 - 1987 & QSP F 23 - 2	
Cement concrete	Plain and reinforced cement concrete specifications Slump and compressive strength of test cubes to be measured	IS 456 - 2000	
Common burnt clay bricks	Compressive strength and % water absorption specified	IS 1077 - 1992 & QSP doc F 23:6	
Solid concrete blocks	Test for each supply for 25,000 stones	IS ref: ????-????	
Door & window frames	5% to be tested or dimensional accuracy, workmanship & hinging	QSP 23	
Activity	Description	Document / Procedure	Responsibility
Steel	ISI marking / manufacturer's logo / name	Refer IS 1786:1985 & QSP doc F 23:3	Project manager, JE, AE, AEE (CRNR) & EE (Mys)
SBC Analysis	SBC considered for foundation design is 30 T/sq M at a depth of 1.4 M from GL	IS 875 - 1987 parts 1,2,3 and 5	
Water closets, wash basins and urinal basins	10% of the material tested for brand and ISI marking	QSP 23	
GI Pipes	10% of supplies to be tested	IS ?y?y:yyyy?	
GI fittings	10% of the supplies to be tested for ISI marking & brand name	QSP 23	

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Taps & fittings	10% of the supplies to be tested for ISI branding	QSP 23	
Supply of glazed wall tiles, and ceramic tiles	2% of materials tested for 1. Dimensional accuracy 2. Uniformity of colour, shade and texture 3. Verification of marking on box and tiles	QSP 23	
Eco-board door shutters / PVC door shutters / Flush shutters for door	10% of the materials to be tested for 1. Dimensional accuracy 2. Workmanship 3. Manufacturer's certificate	QSP 23	
Exterior and interior painting works	Colour scheme to be approved by EE or his appointee	Clause 8, Special Conditions, page 79 of 82	
Water storage tank placement and water lines	To be approved by EE or his appointee	Clause 9, Special Conditions, page 79 of 82	



10. QUALITY POLICY

KSPHC is committed to innovatively building for better Police-community relations by adhering to total transparency and right to information and striving continually to provide improved quality products and services that are cost-effective and delivered in time.

1st January, 2005
BANGALORE
Director

R. SRI KUMAR
Chairman & Managing

11. QUALITY OBJECTIVES (Construction and division related)

- 11.1 Zero cost over-run in 90% of projects
- 11.2 In 95% of cost over-run projects, cost over run shall not exceed 15%
- 11.3 Of projects completed during the year, at least 50% shall zero time over-run
- 11.4 In a maximum of 10% of completed projects, time over-run may exceed nine months.
- 11.5 The AE and AEE shall verify 100% of running bills submitted and clear the bill within 5 days of receipt of bill.
- 11.6 The EE and Divisional Accounts shall clear the bill within 5 days of receipt of bill.

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11.7 The site-in-charge shall verify 100% of e-bill / hard copy and forward it within 20 days of completion for projects up to 25 lakhs and within 30 days for projects beyond 25 lakhs.

11.8 The concerned AEE shall verify 100% of the bill and pass it within 5 days of receipt of bill in his office.

11.9 The EE and the Divisional Accounts shall check, pass and forward the bill within 15 days of receipt of the bill in the divisional office.

12. MANAGEMENT COMMITMENT

12.1 The Top Management of the Company is committed to the above policy and objectives and to develop a quality-oriented work culture throughout the organization. It aims to do so by educating all personnel at all levels of the organization through the medium of display on notice boards and also by appropriate training.

13. PROCESS PROCEDURES

13.1 The following System Procedures shall be applicable to the project:

- Procedure for Document Control QSP 01
- Procedure for Control of Records QSP 02
- Procedure for Internal Audit QSP 21
- Procedure for Non-conforming Products QSP 24
- Procedure for Corrective & QSP 25
- Procedure for Preventive Action QSP 26
- Procedure for Construction Contracts QSP 17
- Procedure for Construction Management QSP 18
- Procedure for Customer Complaints and Feedbacks QSP 20
- Procedure for Quality Assurance QSP 23
- Procedure for Project monitoring System QSP 25

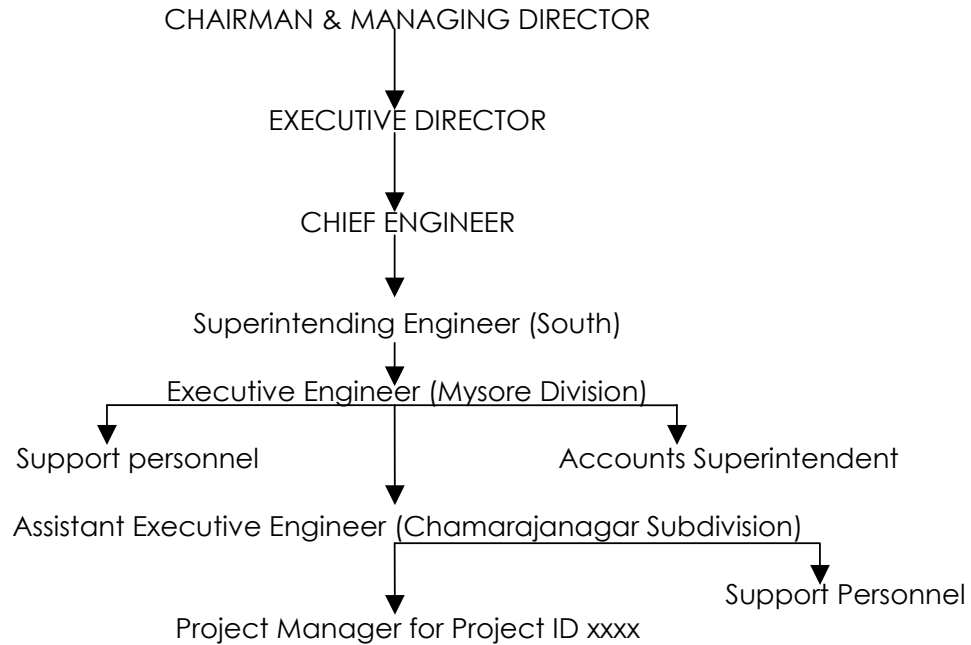
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14. The generic organisation chart shall be as below:



15. Site organisation chart is as below:

Monitoring and reporting on project status: Project Manager

Sri K Ramachandra Raju, Class I Contractor

SITE ENGINEER (S) (Mention names)

Supervisor(s) (mention names)

16. List of documents / records to be maintained in the site office / sub division:

16.1 List of tender documents, copy of agreement, copy of general and special conditions applicable, and project diary. (Please mention appropriate and specific reference for each of the documents listed)

16.2 List of drawings and copy of drawings:

16.2.1 For general notes: 5105 / Fire Dept / DC / FIRE STN / STR/ 01 / 2007

16.2.2 Architectural drawing no. 11622 & 11622 / 1

16.2.3 Structural drawings: 5195 / Fire Dept / DC / FIRE STN / STR / 01 / 2006-2007

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5195/ Fire Dept / DC / FIRE STN / STR / 02 / 2006-2007

5195 / Fire Dept / DC / FIRE STN / STR / 03 / 2006-2007

5195 / Fire Dept / DC / FIRE STN / STR / 04 / 2006-2007

5195 / Fire Dept / DC / FIRE STN / STR / 07 / 2006-2007

16.2.4 Electrical and plumbing drawings

16.3 List of BIS Codes

16.4 Evaluation format for contractors

16.5 Visitors' register & comments

16.6 Inspection and test reports

16.7 All formats under QSP 23

16.8 Register for accident & near miss incidents

16.9 Register for non-conforming works and corrective action taken

16.10 Register for attendance of technical staff at site

16.11 Measurement book

17. Name and address of the approved laborator(y)(ies) where tests will be conducted: **Mention**

18. List of monitoring and measuring instruments available on site and their details:

SL NO	Name of measuring / monitoring equipment	Belongs to	Due date for calibration	Remarks

19. Construction processes:

Activity	Description	Document / Procedure	Responsibility
Earth work excavation for levelling	Check and record date started on and date completed on	Work Instruction no. & drawings under 17.2, and agreement document	Project manager, JE, AE, AEE (CRNR) & EE (Mys)
Earth work excavation for foundation	Check and record date started on and date completed on	Work Instruction no. & drawings under 17.2, and agreement document	
Earth work excavation for water supply	Check and record date started on and date completed on	Work Instruction no. & drawings under 17.2, and agreement document	

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Earth work excavation for sanitary lines	Check and record date started on and date completed on	Work Instruction no. & drawings under 17.2, and agreement document	
Earth work excavation for electrical conduits	Check and record date started on and date completed on	Work Instruction no. & drawings under 17.2, and agreement document	
Excavation	Work instructions ref:	Clause 3 of General Specifications, page 23 Of 82 and drawing under 17.2	
Keeping dry	Keeping all works free from undue water	Clause 5 of General Specifications, page 23 Of 82	
Placing of concrete	Mention location of concreting work	Follow checklist QP_01_F_06	
Activity	Description	Document / Procedure	Responsibility
Masonry	Stones used are free from cracks. Built in parallel course of height 20 - 28 cms	Clause 33 & 34 of General specifications, page 28 of 82. IS 1597 Part I 1992.	Project manager, JE, AE, AEE (CRNR) & EE (Mys)
	All course have same height	As above. IS 1597 Part I 1992	
	No course has height more than the one below	As above	
Rubble masonry	Proper bonding to be ensured	IS 1597 Part I 1992	
Brick masonry work		Refer drawings under 17.2	
Finishing including plastering & painting works		Specifications in agreement	
Sanitary works		Specifications in agreement, drawings	



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Electrical works		Specifications in agreement, drawings	
Laying in position plain concrete	Reference:	Check list QP_01_F_01	
	Concrete mix ratio: 1:4:8		
	Aggregate size: Max 40 mm		
	Layer thickness: ≤ 15 mm		
Method of mixing: machine			
Laying in position reinforced concrete	Reference:	Check list QP_01_F_01	
	Concrete mix ratio: 1:1.5:3		
	Aggregate size: Max 20 mm		
	Method of mixing: machine		

20. Quality Assurance activities

- 20.1 Planning of inspection with complete details of activities to be verified, method of verification, reference documents, authority and responsibilities
- 20.2 Carrying out of inspection
- 20.3 Submitting inspection report – format for reporting inspection findings, corrective action to be taken, responsibility and authority
- 20.4 Action taken report (ATR) to be submitted by the Contractor / AEE / EE to SE (Designs)
- 20.5 Verification of ATR by SE (designs) or his appointee

21. RESPONSIBILITIES

21.1 Superintendent Engineer

- Monitor the progress of the project on the WBPMS and verify effectiveness of corrective actions taken at the divisional level
- Closely monitor on a day-to-day basis the performance of the works in respect of the project in his regions, taking necessary follow up actions whenever the performance of the progress is not satisfactory and provides solution for the same
- Ensure compliance with the Company Quality Policy and Quality objectives
- Report to the Top Management (**Format for report**)

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21.2 Executive Engineer

- Reviews progress bar chart, ensure compliance with the approved program and initiate suitable action to make up for time and cost over-run
- Appoint project manager, identify support staff , obtain the necessary resources from management for proper and speedy execution of project and allocate the resources
- Responsible for planning, organizing, leading, controlling and corrective action for all quality aspects of the project.
- Identification of product and system non-conformances during the execution of the project and take corrective actions
- Liaise with the Contractor and Engineers for execution of the project, co-ordinate with the Project Manager on quality related matters, meetings, evaluation, planning, review on drawings, co-ordination with contractor
- Justify the need for deviations to SE (Designs) and obtain sanction for the deviation, accord sanction to deviations and ensure completion of as built drawing and obtain client approval for the changed drawing
- Follow up internal quality audits and ensure quality audit points are disseminated to all concerned
- Communication with the Client
- Preparation and updating work programs, preparation of progress reports (Formats)

21.3 Assistant Executive Engineer

21.4 Assistant Engineer

21.5 Junior Engineer

21.6 Executive Engineer (Electrical)

21.7 Assistant Executive Engineer (Electrical)

21.8 Assistant Engineer (Electrical)

21.9 Junior Engineer (Electrical)

22. Handing over of completed /partially completed project to the client: Refer format QP_01_F_02, rev no. 00

23. Evaluation of Contractor's performance in reference to this project: Refer F: 17-10, rev no. 00

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