



INFRASTRUCTURE CONSULTANTS ASSOCIATION OF INDIA

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Ref. No. ICAI/NHAI/CHAIRMAN/2026-27/268

Date 28/05/2026

To,

The Chairman,

National Highways Authority of India,

G-5 & 6, Sector-10, Dwarka,

New Delhi-110075

Email: chairman@nhai.org

Sub.: Issues for discussion in the Quarterly Meeting with Authority Engineer / Independent Engineer scheduled on 29-05-2026 at NHAI Head Quarter, New Delhi.

Ref.: Meeting Notice No. NHAI/AE/IE/Service Improvement (E-file No.- 234206) /02, dated 18-05-2026.

Respected Sir,

Infrastructure Consultants Association of India expresses its sincere appreciation for NHAI's initiative in convening the Quarterly Meeting on 29-05-2026. We are confident that this platform will help resolve long pending issues faced by consultants and contribute to improving the overall quality and efficiency of Highway Construction activities.

However, we wish to bring to your kind notice the following critical issues that require urgent intervention at the highest level.

1. Payment of GST to Consultants: The Association wishes to bring to your kind notice that during the 2nd Review Meeting held on 30-04-2025, it was clearly discussed and assured by the Member (T) that this matter would be sorted out. This commitment is duly recorded in the Minutes of Meeting dated 29-05-2025 at Sr. No. 14.

However, despite the lapse of over a year, no guidelines have been issued in this regard. As a result, PIUs continue to release GST to consultants at their own discretion leading to inconsistent practices, delay in payments and undue financial hardship to the consultant firms.

Our Association had earlier submitted a formal request for the following practical and compliant procedure-

GST payment be released along with the payment of the invoices upon submission of GST Challan and CA Certificate. Form GSTR-1 and GSTR-3B may be obtained on completion of each financial quarter. Performance Security of consultants is already deposited with NHAI, which can be appropriated in case of any default. The proposed arrangement will ensure compliance while expediting legitimate payments.

Hence, it is most respectfully submitted to issue clear guidelines to ensure timely release of payment towards GST to AEs / IEs.

2. Similar capacity for the position of Team Leader in Government Organizations: It was brought out in 2nd Review Meeting held on 30-04-2025 that retired Superintending Engineer and above has been considered as similar capacity for the position of Team Leader in the existing Consultancy Contracts. We have submitted that availability of candidates retired from these positions from Government organizations is much limited and also these positions are more administrative than Technical as per their defined duties and responsibilities in the department. The position of Executive Engineer is more Technical and less administrative in any Government engineering department. Also the Position of Project Director of NHAI is equivalent to the position of Executive Engineer in any Government Engineering organization. Deployment of an officer retired as Superintending Engineer or above from any Government department as Team Leader of the consultant sometimes create ego problems between the Project Director of NHAI and Team Leader of Consultant. The matter was discussed at length and it was decided to create a qualified pool of Engineers consisting of retired Asst. Engineer / Executive Engineer through an entrance test followed by empanelment but we are not aware about the progress made in this direction.

3. Fixing Responsibilities of Key Personnel and Authority Engineers/ Independent Engineers Separately: During the 3rd Review Meeting held on 17-11-2025, you had kindly suggested that some consultants may sit together and jointly deliberate upon the responsibilities of Key Personnel and Authority Engineers/ Independent Engineers. In compliance with your valuable suggestion, the consultants have jointly deliberated and reached a consensus on the division of responsibilities which are elaborated as below:



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Key Personnel and consultancy staff will be responsible for the decision taken within the delegated power which include the followings:

- i. Excess payment to contractors / concessionaires.
- ii. Data Entry on NHAI One App
- iii. Timely submission of Monthly Progress Report
- iv. Entry on Data Lake Portal
- v. Approval of quarry / local material.
- vi. Slackness observed in supervision of work and site investigations.
- vii. Irregularities in maintaining quality and quality of materials.
- viii. Failing to attend meetings with clients.
- ix. Timely Submission of Maintenance Manual
- x. Any other duties assigned to Team Leader/Key Personnel as mentioned in Delegation of Power.

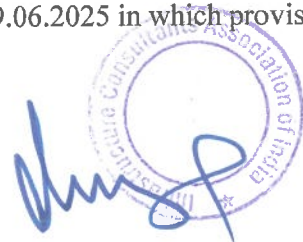
The responsibilities of AEs / IEs based on the Delegation of Powers will be as follows:

- i. Change of Scope.
- ii. Delay in Processing EOT.
- iii. Declaration of COD.
- iv. Source Approval of Bitumen, Steel, Cement and other factory made materials.

Any other responsibilities involving financial implications and assigned to AEs / IEs as per Delegation of Power. **A copy of sample Power of Delegation is enclosed for kind ready reference.**

4. Payment of Monthly Consultancy Invoices @90% within 72 hours. Kindly issue necessary Circular: During discussion in the review meeting, it was submitted by AEs/ IEs that there are delays in release of payment by the paying authorities thereby severely affecting the financial health of the consultants. It was also submitted that although the monthly consultancy invoices raised by AEs /IEs generally amount up to approximately Rs. 10 Lacs., yet the payments are not released in a timely manner.

5. Approval of Key Personnel as replacements with reduction in remuneration in case technical score of proposed candidates are lower than the original candidates. Kindly issue suitable direction as per NHAI Works Manual 2006: One-time special dispensation to fill the vacant positions of Key Personnel was carried out by NHAI under your able governance vide NHAI Policy Circular No. 10.1.41/2025 dated 09.06.2025 in which provision



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of accepting CVs of the proposed Key Personnel for replacement having technical score up to 90% of the replaced Key Personnel has been provided on prorata deduction in remuneration. NHAI Works Manual 2006 has also provisioned to accept the new proposed personnel having less marking in comparison to the marks of the original personnel on decreased remuneration basis.

6. Deduction of remuneration for attendance less than 90% of Key Personnel/Sub Key Professional for civil projects applicable on respective remunerative part while PDs are deducting 20% on entire monthly consultancy invoices. Kindly issue instruction for Project Directors to follow NHAI Policy Circular: NHAI vide Policy Circular No.10.2.32/2022 dated 05.12.2022 had issued clarification regarding reduction of remuneration for attendance less than 90% of Key Personnel/Sub Key Professional for civil projects. Thereafter NHAI vide Policy Circular No.10.2.33/2023 dated 20.07.2023 further clarified that the deduction in monthly payments on account of inadequate deployment of Key Personnel/Other Key Personnel/Sub Professional shall be applied on the respective remunerative part/component of Key Personnel/Other Key Personnel/Sub Professional but many PDs are not complying the instructions and deducting 20% from monthly consultancy invoices in case of non-availability of Key Personnel/ Sub Professional for 90% of stipulated time during the month therefore it is most humbly requested to issue another instructions for strict compliance in this matter.

7. Issues with Implementation of Skill Bridge Portal: NHAI has implemented the Skill Bridge Portal vide Policy Circular No. 10.2.49/2026, dated 10-03-2026. While the intent behind the portal is appreciated, its implementation has created practical difficulties. As on date, only above 265 Key Personnel have been empaneled on the Skill Bridge Portal.

In contrast, the Infracon Portal currently hosts around 26,000 CVs, out of which around 6,000 are verified and around 6,000 CVs are under verification while the remaining CVs are either blacklisted or cannot be used. Since the Skill Bridge Portal accepts only verified CVs, a large number of experienced Key Personnel available on Infracon Portal cannot be empaneled on Skill Bridge Portal. This has effectively rendered the Infracon Portal redundant for new NHAI assignments. It is pertinent to mention that "Under Verification" CVs available on Infracon Portal are being accepted and used in MoRTH and other central / state government projects.



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Even the Indian Railways has started using Infracon Portal in selecting Key Personnel for consultancy assignments for Railway projects.

We therefore request that suitable instructions may be issued to allow "Under Verification" CVs from the Infracon Portal to be empaneled on the Skill Bridge Portal, at least until the verification process is completed. This will prevent disruption in the availability of experienced Key Personnel.

8. Use of Sub-Standard Crash Barriers: It has come to the notice of the Association that several contractors / concessionaires are supplying and installing inferior quality Crash Barriers in gross violation of NHAI Policy Circular No. 10.2.40/ 2024, dated 17-12-2024, MoRTH Policy Circular No. RW/NH-29023/02/2019- S & R (P & B), dated 01-01-2020 and IRC 119-2015.

Although the accompanying test reports claim conformity with the required standard, physical verification and site observations reveal major deficiencies in the supplied Crash Barriers. Major deficiencies observed in the supplied Crash Barriers are indicated below:

- i. The supplied Metal Beams and Posts are significantly thinner and smaller in section than prescribed.
- ii. Galvanization thickness is far below the specified limit.
- iii. All fittings (Bolts, Nuts and Washers) not found as per IS 1364 and IS 1367.
- iv. Contractors / Concessionaires get approval of Crash Barriers based on old videos of tests conducted at NATRAX on Crash Barriers made with specified materials conforming to NHAI Policy Circular dated 17-12-2024, MoRTH Policy Circular dated 01-01-2020 and IRC 119-2015 whereas actually contractors / concessionaires use Crash Barriers made of unspecified materials with the result fatalities in road accidents have increased which is a matter of serious concern.

Road Safety Experts of the Authority Engineer / Independent Engineer are not being allowed to effectively intervene or exercise quality control in the supply and installation process.

We urge your high office to issue strict instruction for immediate checks, enforcement of specifications and deterrent action against erring contractors / concessionaires to ensure road users safety.



9. Appeal to Issue Directions to all Controlling Officers of NHAI to Organize Remote Meetings instead of Physical Meetings in view of present crises of Petroleum Products:

As your goodself is aware that the Prime Minister of India has made fervent appeal to the Indian Public to use Diesel / Petrol with restrain in view of uncertainty over availability of petroleum products due to rising tension in South West Asia. Hence, it is kindly requested to issue suitable guidelines to all Controlling Officers of NHAI to convene meetings of contractors / AEs / IEs through VC to control use of imported petroleum products.

We kindly request that the above issues elaborated in detail and summarized below may kindly be included in the agenda of the meeting schedule on 29-05-2026 and the suitable directions we issued for their early resolution.

1. Payment of GST to Consultants
2. Consideration of retired Executive Engineer for the position of Team Leader
3. Fixing Responsibilities of Key Personnel and Authority Engineers/ Independent Engineers Separately
4. Payment of Monthly Consultancy Invoices @90% within 72 hours
5. Approval of Key Personnel as replacements with reduction in remuneration in case technical score of proposed candidates are lower than the original candidates.
6. Deduction of remuneration for attendance less than 90% of Key Personnel/Sub Key Professional based on NHAI Policy Circular
7. Issues with Implementation of Skill Bridge Portal
8. Use of Sub-Standard Crash Barriers



9. Appeal to Issue Directions to all Controlling Officers of NHAI to Organize Remote Meetings instead of Physical Meetings in view of present crisis of Petroleum Products

Thanking you,

For Infrastructure Consultants Association of India

(Dr. L. N. Malviya)
Chairman



Encl.: A copy of sample Power of Delegation

Copy to:

1. PPS to the Chairman, NHAI (Email: sanjeevkumarbhalla@nhai.org)-For kind information
2. PPS to the Member (Project)- VS, NHAI (Email: mbalooni@nhai.org) -For kind information
3. The Chief General Manager, (SRD & Q), NHAI, (Email: premrajmeena@nhai.org) -For kind information
4. The General Manager (T)- QC, NHAI (Email: gajendrakumar@nhai.org) -For kind information
5. The General Manager, (SRD & TI), NHAI (Email: pankaj.mishra@nhai.org) - For kind information
6. All esteemed Members of ICAI - For kind information.

**DRAFT POWER OF DELEGATION APPROVED
BY MEMBERS OF THE ASSOCIATION**

To,
The Project Director,
National Highway Authority of India

Sub: Name of consultancy assignment. Reg.: Delegation of Power.

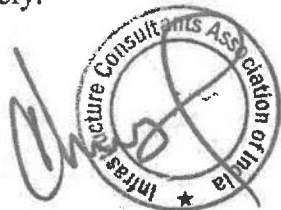
Ref: Agreement signed on -----

Sir,

The Contract Agreement under reference has been drawn by us with National Highways Authority of India, for providing our services on the project under subject.

It is submitted that....., Team Leader cum Sr. Highway Engineer will carry out the routine duties/correspondence in respect of subject consultancy services as Follows;

- i. Signing of RFI's,
- ii. Recommendation of IPC's,
- iii. Source approval of materials like Soil, Aggregate, Sand & Water and for rest all material (Team Leader has to send recommendation to Independent Engineer for approval of all materials excluding Soil, Aggregate, Sand & Water.).
- iv. Approval of Plant & Machinery used in project work.
- v. Quality Assurance Plan.
- vi. Correspondence related to Traffic Management in Work Zones and Road Safety as per IRC & NHAI provisions in consultation with Road Safety Expert of the Project.
- vii. Permission for opening of new petrol pumps. Team Leader has to send recommendation to Independent Engineer for Approval.
- viii. Preparation of Documents for Extension of Time (EOT) & Change of Scope (COS) proposal for sending to Independent Engineer for final recommendation.
- ix. Carryout proper Supervision of works and Site investigations on regular basis.
- x. Responsible for maintaining quality and quantity of materials used in the construction activities.
- xi. He will supervise the works as per Contract Agreement and Codal Provisions and perform all activities regularly except the duties vested with to Independent Engineer or his designated Authorized Representative at Head Office.
- xii. He will attend the meetings with the client, contractors and other stakeholders.
- xiii. The Team Leader will be responsible for ensuring the quality, quantity, and measurement of all types of work being carried out on site, as well as ensuring that all work is done in accordance with the relevant Codal provisions and the CA .Additionally, the Team Leader will be fully responsible for verifying the Contractors's bills and recommending them to the NHAI client. If any discrepancies or errors are found in the Contractors's bills, the Team Leader will be entirely responsible.
- xiv. The Team Leader will be accountable for ensuring that the payment of consultancy bill is received in the company's account by 5th of every month, enabling the company to make payments to the consultancy staff timely.



Further -is designated as Engineer of the project in terms of Policy circular No.10.1.42/2025,dated 10/06/2025.The following duties vested in Independent Engineer will be performed by the designated Engineer of consultancy firm.

Imposition of liquidated damages, subletting of works, suspension of works and termination payments, recommendation of EOT, COS, Approval of Plan and Profile and Design and Drawings, Annuity payments, Final payment to contractors, Issue of Completion Certificate, any matter involving financial implication Source Approval of Factory Made Materials, Arbitration and conciliation.

Thanking you and assuring our best services

Yours Truly

For, Consultancy Services

Mr X42

Managing Director

Copy to: The Regional Officer, -----

