Contract Award Amendment & Budget Reallocation Limits

To be read with:

a. *'Construction Budget – Norms for Expenses other than Basic Construction Cost Estimate' policy. All limits, definitions and usage norms prescribed in the said policy will apply to this policy document.*
b. 'Budget Types, Changes and Approval Process thereto' policy

Focus of this document is the approval mechanism during Contract Award, Contract Amendment and Budget reallocation during a project life cycle. Major assumptions are as below:

- Architecture Lead is responsible for budget up to DD
- PD is responsible for the budget post DD handover
- The CRN system will be simplified to reduce day-to-day amendment approvals.

1. Contract Award Approval Matrix

Variation of Likely Award Amount from Budgeted Value	Approval Authority (in addition to Procurement DOA as per Financial Authority Delegation (FAD) Policy)
Rs 10,000 or 1% of Budgeted value, whichever is higher	Package Head
Upto 3% of Budgeted Value	HOD-Procurement
Upto 6% of Budgeted Value	RCOO
> 6% of Budgeted Contract Value	RCEO / MD

Budgeted value refers to the value finalized for DD Budget for the given package / material. If separate value is not available for a given package / material (and that value is part of a large package / estimate), the separation of the budgets is to be done by DCO before award. If a package /material is not included anywhere in the plant budget, the same has to be estimated by DCO prior to award. All variations (actual award + amendments – budget) are to be debited to the 'Execution Contingency' head.

2. Amendment approval matrix

The below amendment approval limits are applicable for non-KCA plants and Entrance lobbies of CASA projects. For KCA plants (includes Clubhouse; Temple; Landscape excluding civil, waterproofing

& services) & non-CASA Entrance lobbies, the budget transfer and amendment approval rights ("CRN/QCRN approval rights") are retained with DCO team.

A. Limits for amendment approval for services Contracts:

Original Contract Value (as awarded excluding GST)	Max. cumulative Increase on account of amendment from original contract value (when change in scope/rate)	Approval Authority
1. Upto 25 Lakhs	Maximum Variation upto 5 Lakhs	Commercial Manager
2. > 25 Lakhs	Maximum 20% of original contract value, subject to a maximum of 50 Lakhs	Project Director
3. Beyond above limit		DCO Lead & CPT Package Head 1) DCO Lead shall be responsible for approving all the Quantity variations 2) CPT Package Head shall be responsible for approval of new line item rates 3) The total TAT shall be 14 days (7 Days for DCO + 7 Days for CPT) from the date of receipt of CRN with full back up data /document from Site

B. Limits for amendment approval for Lodha Supply Materials by Commercial Manager

Material Type	Category Characteristics	Quantity Amendment limit by Commercial Manager (% of original quantity)
Category A (Steel, concrete, CP/Sanitary fitting)	High cost	5%
Category B (Doors, Electrical, HVAC, Kitchens, plumbing fixtures etc as defined in Annexure 1)	Medium cost or medium estimation variability	10%
Category C (Tiles, Blocks, CP Accessories etc as defined in Annexure 1)	Low cost or high estimation variability	25%

- All amendments above these limits shall require Project Director + DCO approval

3. Budget Reallocation Process

The value and type of allocation for the various contingencies (beyond the basic construction cost for each plant) are:

- DD Contingency – 6%, allotted at L1 level
- Execution Contingency – 6%, allotted at L1 level
- Construction Discretionary Budget- Allotted at plant level – Usage norms as defined currently
- Design Discretionary Budget- Allotted for select packages – Usage norms as defined currently
- HFM Discretionary Budget - Allotted at Project level as part of Infra Plant for that project. Approvals to be handled as per norms defined in FAD policy.

Note: Inflation upto expected point of award is already taken into account in the individual L3 package budgets.

DD Contingency:

DD Contingency is primarily to be used between the period of Concept Budget finalization and (95%) completion of DD for that package. Once DD for a L1 package is completed, any surplus amount of DD contingency shall be moved to Execution contingency budget by DCO.

Change	Approval by	Key questions by approver
Use of DD contingency within a L1 package	• Design cell package Lead + DCO package Lead + Architecture cell project Lead through DCO project Lead All leads to be level 2 or higher	• Has complete value engineering been done and no further reduction in budget feasible
Allocation of DD contingency of one L1 package to another	Level 1 of Architecture incharge of the project, through DCO Project Lead.	• Is contingency within L1 package not sufficient • Is contingency remaining, sufficient for the package from which budget being moved
Plant budget increase due to DD contingency being exceeded	RCEO as per 'Budget modification – steps to be followed' policy	• Entire budget reviewed for VE options & reallocation within plant budget

Design Discretionary Budget:

Design Discretionary Budget can be used anytime post Concept Budget – it applies only to KCA finishing within the building line and Landscape & KCA finishing in the Infra plant.

Change	Approval by
Allocation/use of Design Discretionary Budget	Level 1 of Architecture incharge of the project, through DCO Finishing Package Lead / Landscape package Lead

Construction Discretionary Budget

Construction Discretionary Budget can be used anytime post Concept Budget

Change	Approval by
Allocation/use of Construction Discretionary Budget	PD / CH / DCH (highest level CM associate working full time on the project); PMH can formulate rules for his projects wrt usage and reporting of this budget

Budget change for different tenders within any L3 tender group on account of Contract Award or Amendment

Change	Initiator	Approver
Reallocation to different contracts within L3 tender group	DCO project Lead for the package OR Commercial Manager	Approval not needed
Allocation of Execution contingency to L3 tender group	Commercial Manager	PD/COO*
Plant Budget Increase (if project contingency i.e. DD Contingency + Construction Contingency + Design Contingency (as applicable for KCAs and landscape) is exhausted)	Commercial Manager	RCEO (adjustment in SAP done by DCO)

* All PD authority stated above shall also be assumed to be available with DPD and PMH (if DPD or PMH is the seniormost CM associate directly responsible for the said site).

Annexure 1:

Material group as per Old Material Master Grouping (Table 1) and the New Material Master Grouping (Table 2)

Table 1: Old Material Master Grouping

Material Group	Material Group Description	Description 2 for the material group	Threshold (%)
Category A			
113	Civil Works	Precast RCC	5%
310	Concrete	Concrete	5%
320	Reinforcements	Reinforcements	5%
340	Precast Concrete	Precast Concrete	5%
510	Struc. Metal Framing	Structural Metal Framing	5%
2230	Plumbing Equipments	Plumbing Equipments	5%
2240	Plumbing Fixtures	Plumbing Fixtures	5%
R0321	Reinforcements-TOR	Reinforcements-TOR	5%
Category B			
202	Finishing Work	Wooden Sections	10%
206	Finishing Work	Ready Made Doors	10%
230	Finishing Work	Carpets	10%
390	Shuttering Materials	Shuttering Materials	10%
501	Electrical	Substation	10%
550	Metal Fabrications	Metal Fabrications	10%
590	Roofing	Roofing	10%
620	Finish Carpentry	Finish Carpentry	10%
640	Arch. Woodwork	Architectural Woodwork	10%
680	Composite Fabricns.	Composite Fabrications	10%
690	Wood and Timber	Wood and Timber	10%
701	Fire Fighting	Fire Extinguisher	10%
820	Doors	Doors	10%
840	Curt. Walls &Entrnc	Curtain Walls and Entrances	10%
850	Windows	Windows	10%
870	Hardware	Hardware	10%
880	Glazing	Glazing	10%
930	Tiling and Flooring	Tiling and Flooring	10%
1120	Commercial Equipment	Commercial Equipment	10%
1130	Residential Equip.	Residential Equipment	10%
1140	Food Service Equip.	Food Service Equipment	10%
1150	Edu. & Sci. Equip.	Educational and Scientific Equipment	10%

1160	Entertainment Equip.	Entertainment Equipment	10%
1404	Quality Equip & Acc	Guages& Meters	10%
2120	Fire Ext. Sys.	Fire Extinguishing Systems	10%
2130	Fire Pumps	Fire Pumps	10%
2210	Piping and Pumps	Piping and Pumps	10%
2305	HVAC Works	HVAC Works	10%
2550	Intg Auto. Fac.Cont.	Integrated Automation Facility Controls	10%
2605	Electrical Work	Electrical Work	10%
2610	MV Elect. Distn.	Med. Voltage Electrical Distribution	10%
2620	LV Elect. Distn.	Low Voltage Electrical Distribution	10%
2720	Data Communications	Data Communications	10%
2730	Voice Communications	Voice Communications	10%
Category C			
112	Civil Works	Masonry	25%
228	Finishing Work	Partitions	25%
405	Masonry	Masonry	25%
920	Plastering & Gypsum	Plastering and Gypsum Boards	25%
970	Wall Finishes	Wall Finishes	25%
1420	Elevators	Elevators	25%
1430	Escalators	Escalators and Travalators	25%
1440	Lifts	Lifts	25%
1490	Other Convey. Equip.	Other Conveying Equipments	25%
1701	Infra Str Facilities	Gym Equipment	25%
2650	Lighting	Lighting	25%

Table 2: New Material Master Grouping

Material Group	Material Group Description	Threshold (%)
Category A		
7009	Concrete	5%
7016	CP Fitting	5%
7059	Sanitary ware	5%
7064	Steel	5%
Category B		
7003	Brown Goods (Small Appliances)	10%
7004	Carpentry	10%
7012	Construction Plant and Machinery	10%
7019	Door / Window Hardware	10%

7020	Door Frame	10%
7021	Door Shutter	10%
7023	Electrical	10%
7024	Electrical Panels	10%
7033	HVAC	10%
7035	Interior Furnishing & Accessories	10%
7045	Modular Kitchen	10%
7051	Piping and Fixtures	10%
7052	Plumbing	10%
7053	Power Backup Systems	10%
7054	Prefabricated	10%
7055	Pump	10%
7063	Specialist Formwork	10%
7065	Stone	10%
Category C		
7001	Architrave	25%
7002	Broken Tiles	25%
7005	Cement	25%
7006	Cement Additives	25%
7007	Children's Play Equipment	25%
7008	Commercial Appliances	25%
7013	Consumer Electronics	25%
7014	CP Accessories	25%
7015	CP Extensions	25%
7017	Curb stone	25%
7022	Earthing	25%
7025	Electrical Tools	25%
7026	Flooring	25%
7028	Furniture	25%
7029	Galvanised Iron	25%
7031	Gym Equipment	25%
7040	Lighting	25%
7041	Lightning Protection	25%
7042	Lipping Patti	25%
7043	Masonry	25%
7044	Mild Steel	25%
7048	Outdoor Accessories	25%
7050	Paver blocks	25%
7057	Ready Mix Plaster	25%
7061	Security Equipment	25%
7062	Spa Equipment	25%

7066	Storm Drainage	25%
7069	Tiles	25%
7070	Upholstery	25%
7072	Vertical Transport	25%
7073	Wall Paper	25%
7074	Water Filtration	25%
7075	White Goods (Major Appliances)	25%