

	INTEGRATED MANAGEMENT SYSTEM	Document No.: SF-D&P-E25
	SYSTEM FORM	Revision No.: 01
	TITLE: SUBMISSION OF RUNNING BILL	Effective Date: 20 Sep. 18
		Page 1 of 1

Date: ----/----/----
Memo No:

Project Director/Superintendent Engineer (Project/Development)
Dhaka Electric Supply Company Ltd (DESCO)
22/A, Faruk Sarani, Nikunja-2.

Sub: Submission of 1st/2nd/3rd Running Bill for Construction, Renovation and Dismantling of 33kv, 11KV, 0.4KV, O/H or U/G Lines and 11/0.4KV Distribution Transformers.

Ref: DESCO/PI&T/procurement/20...../....., Date :/...../.....

Sir,
With subject and reference to the above, the following works have been completed by M/S.under supervision of Project/D&MW Division of DESCO. Line is taken over by respective S&D as joint inspection of these works is completed.

Sl. No.	Job No.	P&D No.	D&MW No.	Area/Location	Construction Nature	Remarks
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Hence, we are submitting here with the Running bill for the Construction, Renovation and Dismantling of 33KV, 11KV, 0.4KV O/H or U/G Lines and 11/0.4KV Distribution Transformers. You are requested to take necessary action for early payment.

Thanking you

(.....)
CEO
Contractor Firm

Enclosure:

- i. As-Built Drawing of completed job
- ii. As-Built Material List (SF-D&P-15)
- iii. BOQ
- iv. Duly signed Site Book (SF-D&P-27)

58

Standard Operating Procedure (SOP) Execution of Engineering Works