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DZONGKHAG ADMINISTRATION, SAMTSE

"A prosperous community living in harmony with diverse culture and safe environment"

SDA Reg. No:

FORM – 3a

CONSTRUCTION AGREEMENT

This agreement made on month day year is executed between Samtse Dzongkhag Administration (SDA) of the one part and the Owner of the Plot/ Official representative of (hereinafter called as owner) of the other part.

The following terms and conditions shall apply for proposed **new construction / Vertical Extension / Horizontal Extension / or any alteration** of

storeyed **Commercial/Residential/Institutional/Industrial** building on plot no., at Samtse LAP

1. It is mandatory for the owner of the building to keep the original approved drawing at the site at all times. This will help the Building Inspector to check deviations.
2. The building owner shall ensure that before commencing any work (levelling/clearing the site) on the proposed site, he/she shall obtain a work clearance from the Authorities concerned. In the event services such as Water supply line, Sewer line, TV cable lines, Telephone lines, Electricity lines and roads are damaged, the actions will be taken as per the Water & Sanitation Rules, Bhutan Building Rules, and Code of Practice for Plumbing and other relevant Rules.
3. The owner shall ensure that a Civil Engineer/Architect is deployed for supervision of the construction work to avoid any sort of deviation from the approved plan.
4. SDA shall not be held responsible for any failure of the structure.
5. The building owner shall take necessary precautions against accidents, damages or inconvenience to the public and workers or adjacent property either directly or indirectly during the execution of the work. Further, the owner shall ensure that the construction materials are properly stacked and covered within the plot.
6. The building owner shall ensure that the building under construction has proper scaffolding, platforms, net and signboards cautioning the pedestrian and vehicular traffic.

All constructions, including roof projections and gutters, shall be within the registered area. The setback to be maintained as per approved building plan.

8. The Approved drawings shall be strictly followed at the time of execution.
9. During finalization of building layout, the owner shall obtain a Building Inspection report Form from SDA before commencing any construction. Once it is checked and approved by SDA, if found deviated later, then owner shall be held responsible.



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10. The owner shall inform SDA, Samtse before every concrete pour so that a building Inspection report can be issued.
11. Should the owner wish to make any alteration to the approved drawings, they must seek prior approval from SDA.
12. If the owner of the building continues construction despite written notice from SDA for rectification of deviations from the approved plan, services like water supply and electricity shall be disconnected. Such services shall be restored only after rectification of the deviation. As a last resort, SDA shall serve notice for demolition BBR-2018.
13. The owner shall inform Dz. Engineering and Human Settlement Sector as and when building construction work is fully completed so that the temporary services can be withdrawn.
14. The building owner shall be responsible for disposal of construction materials including debris to a dumping site as advised by SDA. The owner shall also be responsible for safeguarding the surrounding environment (noise and air pollution), damages caused to the public properties including roads, trees, drainage system, sewers etc. However, if SDA notices any of such things, the SDA has every right to stop the construction and take necessary actions.
15. The building owner shall restore/reinstate the public or private properties interfered/damaged during the construction to the satisfaction of the Implementing Authority/affected property owner. In the event, the interference is affecting both the parties the restoration shall be carried out jointly as determined by the SDA.
16. When the construction work is completed, the owner has to submit the supervising Engineer's/thikadar's and Electricians Completion Certificate to SDA. **(Form 5b & 5c)**
17. Based on the supervising engineer's Completion Certificate and application submitted by the owner for Occupancy Certificate, technical team will jointly inspect the building.
18. Occupation of any building without obtaining occupation certificate shall result into disconnection of services. Services shall be restored only after Occupancy Certificate has been obtained and reconnection charges and any fines have been paid to the SDA.
19. Any construction of a building or structure without written permission from the SDA shall be demolished at the risk and cost of the defaulter.
20. Any construction of additional floor/s (horizontal or vertical extension) without the written permission of the SDA shall be demolished at owners cost.
21. The building owner shall ensure that the building under construction is completed within five years from the date of commencement. In the event that the construction is stopped (for



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whatsoever the reason) for a period exceeding one year the owner shall erect a pitch roof over the finished floor.

22. The approved **Building Drawings shall be valid for two years (2 years) from the date of approval.** (i.e.to))

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Signature & Designation of
Authorized Official, SDA

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Signature of the proponent, Name & Designation of
Authorized Official (In case of Corporation/ Govt. Project)

Witness (Sign & Address)

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Signature, Name &
Designation

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