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ཇོང་ཁག་བདག་སྐྱོང་བསམ་ཚེ

**DZONGKHAG ADMINISTRATION, SAMTSE**

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



SDA Reg. No: .....

FORM – 2a

**CONSTRUCTION AGREEMENT**

This agreement made on month ..... day ..... year..... is executed between Samtse Dzongkhag Administration (hereinafter called 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 ..... Village, ..... Gewog, Samtse.

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. Any unapproved deviations from the approved set of drawings shall result in penalties as per BBR-2018.
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 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.
4. The building owner shall ensure that the building under construction has proper scaffolding, platforms, net and signboards cautioning the pedestrian and vehicular traffic.
5. All constructions, including roof projections and gutters, shall be within the registered area. The setback to be maintained as per approved building plan.
6. The Approved drawings shall be strictly used for construction and not for obtaining any other approvals/clearances. The construction shall start within two years from the issuance of final approval.
7. During finalization of building layout, the owner shall obtain a Building Inspection report Form I from Municipal before commencing any construction. Once it is checked and approved by SDA, if found deviated later, then owner shall be held responsible.
8. Should the owner wish to make any alteration to the approved drawings, they must seek prior approval from SDA.



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9. The building owner shall be responsible for disposal of construction materials including debris to a dumping site as advised by Gewog/SDA.
10. 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.
11. When the construction work is completed, the owner has to submit the supervising Engineer's (Thikadhar/mason) Completion Certificate to **SDA**.
12. Occupation of any building without obtaining occupancy certificate shall result in penalty and disconnection of services.
13. The building owner shall ensure that the building under construction is completed within three years from the date of commencement. In the event that the construction is stopped (for whatsoever the reason) for a period exceeding one year the owner shall erect a pitch roof over the finished floor.
14. The approved **Building Drawings shall be valid for two years (2 years) from the date of approval.** (i.e. ....to .....) )

.....  
Signature & Designation of  
Authorized Official, SDA

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

Witness (Sign & Address)

.....  
Signature, Name &  
Designation

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