



DELEGATION OF POWERS

Effective from 1-4-2004

Updated upto 30.06.2012

Rajasthan Rajya Vidyut Prasaran Nigam Limited

PREFACE

In view of a number of amendments issued since last publication of Delegation of Powers, in 2004, it has been considered appropriate that an updated edition of Delegation of Powers should be made available incorporating all the amendments and Board's decision issued from time to time.

Accordingly, an updated edition of Delegation of Powers upto 30.06.2012 has been attempted. Although, every possible care has been taken to avoid errors and omissions, however, if any errors or omissions are detected in this update, which might have been remained inadvertently, the same may please be brought to the notice of F&R section, RVPN, Jaipur

For the matters involving legal and financial implications a reference to the original Circulars/Orders/ Instructions should, invariably, be made.

(Shailendra Agrawal)
Chairman and Managing Director
RVPN, Jaipur.

Jaipur:

Date:

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Revised Delegation of Powers to the officers of the Nigam (General)
(Effective from 1.1.2004)
(Modified upto 30.06. 2012)

General Instruction

- i) All the powers will be exercised with the concurrence of respective accounts authority except the expenditure up to Rs.5000/-.
- ii) The powers which are common to E&M and Civil Wing will be exercised by both.
- iii) **Wide publicity will be given as per norms for tenders of Works/Supplies /Award of Contracts costing above Rs. 1,00,000/-. However, this condition shall not be applicable for award of work to enlisted contractors against approved rate contracts under CLRC." (Inserted vide order No. 136 dt. 22-02-08 (F&R- 477).**
- iv) Wherever on any matter the Delegation of Powers or the Purchase Manual is silent, the same shall be regulated as per provisions of GF&AR /PWF & AR, as the case may be.
- v) **The validity of rates of tenders for works shall remain open for acceptance for 120 days but the maximum period to sanction tender by various competent authorities shall be as under counting from the date of opening of financial bids.**

(i)	For tenders to be accepted by XEN	30 days
(ii)	For tenders to be accepted by SE	60 days
(iii)	For tenders to be accepted by Dy. CE/ACE/CE	90 days
(iv)	For tenders to be accepted by WTDs	120 days or as extended by the tenderer

If any tender is not sanctioned by concerned competent authority within the above mentioned period, then it will be sanctioned only by the next higher authority depending upon time from the date of opening of financial bid. For example, if tender is in power of XEN but not sanctioned within 70 days, it will be sanctioned by Dy. CE/ACE/CE.

While recommending tender to the next higher authority, the reasons of not sanctioning tender in stipulated periods shall be indicated. In case where the tenders are to be processed by the office/authority who is not competent to sanction the tenders, care must be taken that not much time is taken in processing of tenders by such office/authority and tenders duly processed and complete in all respects shall be forwarded to the competent authority at the earliest for timely finalisation of the tenders".

The above condition shall not however apply in respect of tenders already opened before the date of this amendment. (Inserted vide order No. 554 dated 13.07.07 (F&R No. 416).

SECTION-I
(Works & Estimates)

- Notes: (1) Estimate should be framed at prevailing rates. Where Scheduled rates are adopted, a suitable adjustment should be made to bring them in line with prevailing market rates.
- (2) The term 'works' includes deposit works and contributing works.
 - (3) The work should be carried out by the Unit Officers only after Administrative Approval has been accorded and Technical Estimates sanctioned.
 - (4) Before commencement of works WIM Nos. shall be obtained from respective Circle Accounts Officer who before allotting WIM Nos. shall ensure that specific Budget provision exists and in respect of deposit and contribution works requisite deposit has been received.

(5) These estimate shall include Civil Works other than Administrative & Residential buildings. However, for civil wing it will include Administrative & Residential buildings also.

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
1(a)	To accord technical sanction to the detailed original, revised or supplementary estimates subject to the condition that fresh administrative sanction is sought if the detailed, revised or supplementary estimates exceed by 10 % of overall estimate or in case of substantial modification from the original proposals, of the approved scheme.	1. CE/ACE / ZCE 2. SE 3. XEN 4. AEN	Full Powers Upto Rs. 10 lakhs in each case Upto Rs. 6 lacs in each case Upto Rs. 1 lac. in each case
Note:- In case of difference of opinion whether modification is substantial modification or not, the same shall be decided by Director (P&R) whose decision shall be final.			
1(b)	To accord technical sanction in respect of 400 kV projects.	CE (PP&M)	Full Powers
Note: - Technical sanction is not necessary in cases of procurement of material by MM/ PP&M wing.			
2(a)	To accord administrative & financial approval for construction of new EHV Scheme (Lines & Sub-Stations).	1. BOD 2. WTDs	Full Powers Schemes costing up to Rs. 2 crores
2(b)	To accord administrative approval for capital expenditure on works of augmentation of sub-stations, transmission lines and associated works.	1. WTDs 2. Director (P&R) 3. CE(PP&M)	Full Powers Up to Rs. 200 lacs in each case Upto Rs. 100 lacs in each case
3.	To accord sanction for ordinary repair and maintenance of transmission lines & GSS including minor Civil Works.	1.CE/ACE/ Dy. CE 2. S.E. 3. XEN 4. AEN I/C Sub-Stations	Full Powers Full Powers Upto a limit of Budget allotment Upto a limit of Budget allotment
4.	To sanction estimates technically within the limits of budget allotment for maintenance works during construction chargeable to the project estimates.	1. CE/ACE /Dy. CE 2. S.E. 3. XEN	Full Powers Upto Rs. 50000/- in each case Upto Rs. 25000/- in each case
5.	To sanction estimates for special repairs of transmission lines and GSS equipments, Cranes, Filter Machines, Circuit Breakers etc. including Civil Works.	1. CE/ACE/Zonal Chief Engineer 2. Dy. CE/S.E.	Full powers Upto Rs. 2,50,000/- in each case. Repairs to be got done & services of the specialist to be obtained from the manufacturer /Principal /sole distributors of the manufacturer after obtaining price quotations & verifying the reasonability of the rates charged in the said estimates subject to CE's prior approval if such repair involve alterations of design of works of EHV lines /sub-stations.
6.	To authorize commencement of	1. CE/ACE	Full Powers

	emergent repairs including purchase of spares in anticipation of sanction to estimate & allotment of Budget.	2. DY. CE 3. S.E.	Full powers subject to the budget allotment not being exceeded and subject to the condition that the budget allotment for the same works is asked for immediately. Full powers provided that in such cases an approximate sum is fixed to the expenditure of which sanction is provisionally given and the XEN held responsible for submission of detailed estimate at earliest possible date and subject to the condition that the budget allotment for same works is asked for immediately.
7(a)	To pass excess over 'G' schedule value of works where only Material Part is involved (including premium) sanctioned by themselves or by higher authorities.	1. WTDs 2. CE/ACE /Dy. CE 3. SE/XEN.	Full Powers Upto 50% of the original quantity of each item subject to 20% of the tendered amount of work of which tenders sanctioned by him or WTDs. Upto 50% of the original quantity of each item subject to 20% of the tendered amount of work of which tenders sanctioned by him. In case the above limit exceeds, the power will be exercised by the next higher authority adjudging the prevalent tender premium, site and market conditions.
7(b)	To pass excess over 'G' schedule value of works sanctioned by themselves or by higher authorities (where only Labour Part is involved).	1. WTDs 2. CE/ACE /Dy. CE 3. SE/XEN .	Full Powers Upto 50% of the tendered amount shown in the 'G' Schedule sanctioned by him or WTDs Upto 50% of the tendered amount shown in the 'G' Schedule sanctioned by him. In case the above limit exceeds, the power will be exercised by the next higher authority adjudging the prevalent tender premium, site and market conditions.
<p>Note: - 1. If the cost of the works according to the revised 'G' Schedule exceeds the limit of their powers for according sanction, the estimate should be submitted to the next higher authority for sanction. The original cost plus the above excess should not exceed the powers delegated to the concerned officer.</p> <p>2. No. officer is competent to pass any excess over a revised estimate sanctioned by an authority higher than himself.</p> <p>3. The next higher authority, shall have full power in respect of contract sanctioned by its lower authority provided such excess does not exceed technical estimate.</p>			

4. 5.	If the cost the work according to revised estimates exceed the limit of their powers for according technical sanction, the estimate should be submitted to the next higher authority for sanction. The Chief Engineer/ACE/Dy. CE. will have full powers to sanction excess work in respect of contract sanctioned by any lower authority.		
7(c)	To sanction payment for Addl. Items (extra items not included in 'G' Schedule but is/are existing in approved schedule of rates.)	1. WTDs 2. CE/ACE/ZCE 3. Dy. CE/SE 4. XEN	Full Powers Upto 20% of the sanctioned estimate/'G' Schedule or Rs. 5.0 lacs whichever is less. Upto 20% of the sanctioned estimate/'G' Schedule or Rs. 2.0 lacs whichever is less. Upto 20% of the sanctioned estimate/'G' Schedule or Rs. 25,000/- whichever is less.
Note: - 1. Reasons for not inclusion of item in 'G' schedule will be reported to next higher authority. 2. Sanction of next higher authority is required in case the value of extra items exceed 20% of technical estimates.			
8	To accord administrative approval involving modification (like Transformer capacity, Line length including configuration of line from S/C to D/C or D/C to S/C, addition of bays, feeders, Bus-Coupler, Equipments /Instruments etc.) of works under any Scheme, sub work or detailed head of the account in the case of an estimate administratively sanctioned by the BOD/WTDs.	1. WTDs 2. Director (P&R) 3. CE(PP&M)	Full Powers Upto 20% excess of overall estimates sanctioned by BOD/ WTDs, provided that such modifications do not in any way involve the alteration of other parts of the projects or effect the standard of efficiency or stability of the whole work. If the proposed modifications are likely to lead to any such results he shall refer the matter to the BOD before carrying out the proposed change. Upto 10% excess of overall estimates sanctioned by BOD/WTDs, provided that such modifications do not in any way involve the alteration of other parts of the projects or effect the standard of efficiency or stability of the whole work. If the proposed modifications are likely to lead to any such results he shall refer the matter to the WTD before carrying out the proposed change.
9	To divert provision for contingency (Capital Works) to meet cost of any new work or repair not provided for in the estimate provided such diversion does not materially alter the design provided in the original estimate sanctioned by a higher authority and is in respect of the works fairly contingent upon the work itself.	1. CE/ACE/Dy. CE 2. S.E. 3. XEN	Full Powers Upto Rs. 1,00,000/- in each case Upto Rs. 25000/- in each case
10.	To transfer savings for one detailed head of classification to another within the same sub-work of sanctioned estimates.	1. CE/ACE/Dy. CE	To the extent of their powers to accord final technical sanction to detailed estimate for original works provided that in the case of

			residential building the transfer does not cause an excess of more than 10% over the amount allowed for it.
11	To sanction the purchase of furniture & fixtures for each office/GSS subject to budget provision.	1. Secretary/HODs /CE/ACE/Dy. CE -Zone In charge 2. Dy. CE 3. S.E. 4. XEN	Full Powers Rs. 75,000/- Rs. 50,000/- Rs. 25,000/-
12.	To approve basic schedule of rates based on detailed analysis in each district.	CE/ACE/Dy. CE -Zone In charge/ SE(Civil)	Full Powers
13.	Re-appropriation of funds.	1. CE/ACE/Dy. CE (zone In-Charge)	To sanction re-appropriation of funds from one Circle to another under the same minor head within a grant sanctioned, provided that: (a)Such re-appropriation does not involve the undertaking of recurring liability (b)The re- appropriation is not made to a new service or project not contemplated in the budget for the year. (c)The re- appropriation has not the effect of increasing the expenditure on an item, the provision for which has been specifically reduced by the Nigam. (d)The total budget provision for minor works under a minor or department head is not incurred. (e)The re- appropriation does not involve a transfer of funds to a work or project which has not received the requisite administrative approval and technical sanction or does not involve an appropriation of funds in excess of the amount of estimates, if technical sanction has been accorded. (f)The amount of re-appropriation from or to a single major work does not exceed Rs. 25,000 & (g)A copy of the order sanctioning the re-appropriation shall be communicated to the Accounts & Finance Branch of the Nigam and to the CCOA as soon as it is passed.
		2. S.E.	(a) Original works to sanction re-appropriation within funds allotted to his Circle from one work head to another subject to the following conditions:- (i) that the total of the amounts proposed to be re-appropriated from or to a single major work does not exceed Rs. 10,000/-

			<p>(ii) that in the case of resumption the head of the department concerned is informed of the fact explaining why it was not possible to spend the appropriation on the work in –question.</p> <p>(iii) that the re-appropriation was confirmed to works under the same minor or departmental head</p> <p>(iv) that the re-appropriation does not involve a transfer of funds to a work or project which has not received the requisite administrative approval and technical sanction or does not involve any appropriation of funds in excess of the amount of the estimates if technical sanction is accorded.</p> <p>(v) that the re-appropriation has not the effect of increasing the total budget provision for minor works under a minor or departmental head.</p> <p>(vi) that the re-appropriation has not the effect of increasing the appropriation under a Unit which has been reduced by a higher authority and</p> <p>(b) Repairs & Tools and plants: lump sum will be allotted by the Chief Engineer for each Circle under the primary unit under these heads. The S.E. should redistribute the amount under each primary unit amongst the several Divisions under him.</p>
		3. XEN	<p>(A) <u>Major Works:</u> To sanction re-appropriation subject to the following conditions:</p> <p>(i) that the total of the amount proposed to be re-appropriated from or to a single major work should not exceed Rs. 500/-</p> <p>(ii) that in the case of resumption, the head of the department concerned should be informed of the fact explaining why it was not possible to spend the grant on the work in question?</p> <p>(iii) that the amount used on that account be debited to major works not provided for in the budget.</p> <p>(iv) that the re-appropriation are confirmed to works under</p>

			<p>the same minor or departmental head.</p> <p>(B) <u>Minor works:</u> Full power to re-appropriate the funds between the minor works within the Divisions subject to the following conditions:</p> <p>(i) No transfer should be made from one head to another</p> <p>(ii) The re-appropriation does not involve a transfer of funds to work or project which has not received requisite administrative approval & appropriation of funds in excess of the amount of the estimate, if technical sanction has been accorded, and</p> <p>(iii) that the re-appropriation has not the effect of increasing the total provision for major works under a minor or departmental head.</p>
<p>Note: Copies of orders sanctioning any re-appropriations should be communicated to the Accounts Branch of the Nigam through proper channel and to the CCOA as soon as orders are passed.</p>			

SECTION-II

(Contracts and Tenders)

Note -1

(a).....Negotiation:-

As far as possible, negotiation shall be avoided. However, if required in the interest of the Nigam, negotiation shall be undertaken only with the lowest tenderer by the authority/committee competent to sanction the tender in the following circumstances: -

- (i) When higher ring rates/pooled rates have been quoted by the tenderers.
- (ii) When the rates are considered much higher than the prevailing market rates, negotiation shall be undertaken for reduction in rates or on any commercial terms and conditions having implication on prices. Negotiations will not make the original offer made by the tenderer in-operative. The sanctioning authority will have option to consider original offer in case the tenderer decides to increase rates originally quoted or imposes new terms and conditions affecting the prices on higher side.

(b).....Procedure of Negotiation and counter offer:-

- (i) Before recommending/conducting negotiation, full justification should be recorded in writing giving comparative rates of such tenders.
- (ii) The lowest tenderer(s) shall be informed in writing through registered letter and minimum time of 7 days shall be given from the date of issue of letter. In case of urgency, the authority/committee competent to sanction tender may reduce this time period with recorded reasons provided the lowest tenderer get the intimation and reasonable time, for which record shall be maintained by the tender issuing authority.
- (iii) In case of non-satisfactory achievement of rates from lowest tenderer, even after negotiation, the authority/committee competent to sanction tender may choose to make a written counter offer to the lowest tenderer and if this is not accepted by him, the sanctioning authority may decide to reject and re-invite tenders or to make the same counter offer first to the second lowest tenderer, then to the third lowest tenderer and so on in order of initial bidding and work order be awarded to the tenderer who accepts the counter offer.
- (iv) In case the rates even after negotiation are very high or counter offer is not accepted, fresh tenders should be invited."

Note-2

The above conditions and procedure of negotiation and counter offer shall be applicable for the works covered under DOP item no. 14 (A) to 14(J). (Inserted vide order No. 980 dated 13-12-07 (F&R No.-461).

Item No.	Nature of Powers	To whom delegated	Extent of delegation	
1	2	3	4	
14(A)	To accept tenders & approve award of contracts for electrical & mechanical original works, and to award contracts for O&M works of Sub-Stations and line including repair works, overhauling, service/testing, inspection (with or without material) of Plant & Machinery, equipment and T&P with associated minor	1. WTDs 2. Committee consisting of concerned Zonal Chief Engineer (T&C), Chief Engineer (MM) & Chief Controller of Accounts. 2. Committee consisting of:	Full Powers If lowest tender is accepted Rs. 100 lacs in each case Rs.25 lacs in	If other than lowest tender is accepted Rs.25 lacs in each case Rs.10 lacs in

Civil works for sanctioned works or part of sanctioned works in accordance with technically sanctioned estimates.	(a) Concerned CE/ACE/ Zonal Chief	each case	each case
	(b) CAO/Sr. AO/AO as the case may be		
	(c) One CE/ACE/Dy. CE to be nominated by the CMD		
	3. Committee consisting of : (a) Dy. CE/SE (b) Zonal Sr. AO/AO (c) one SE as nominated by the CMD	Rs.5 lacs in each case	Rs.1 lac in each case
	4. Committee consisting of: (a) XEN (b) AAO (c) One other XEN to be nominated by zonal CE	Rs.1,00,000/- in each case	Rs. 50,000/- in each case
5. Committee consisting of: (a) AEN(Sub Dvl.Officer) (b) Accountant (c)One AEN to be nominated by Circle SE	Rs.50,000/- in each case	Rs.15,000/-in each case	
Committee at S.No. 2 substituted vide order No. 155 date 31.5.2010 (RVPN F&R No. 650).			

- Note:**
- (i) Whenever other than lowest offer is accepted reasons, thereof must be recorded & submitted for perusal of the next higher authority.
 - (ii) This delegation will not be used exclusively for transportation.
 - (iii) That the vale of material to be supplied under works contract shall not exceed 40% of the contract value for the contracts with material.
 - (iv) Wide publicity will be given in Newspaper as per norms for works costing above Rs. 1,00,000/-.
 - (v) In case of difference of opinion in SE level committee, the committee will be chaired by ZCE /CE /ACE concerned.
 - (vi) Deleted vide order No. 136 dt. 22-02-08 (F&R No. - 477)

Item No.	Nature of Powers	To whom delegated	Extent of delegation	
1.	2.	3.	4.	
14(B) (i)	1. To accept tenders & approve transportation of material including loading and unloading. 2. To approve transportation of	1. WTDs 2. CE/ACE/Dy. CE-Zonal Incharge 3. S.E. 4. XEN 5. AEN 1. WTDs	Full powers If lowest tender is accepted Rs. 5 lacs in each case Rs. 1.25 lacs in each case Rs. 20,000/- in each case Rs. 10,000/- in each case Full powers	If other than lowest tender is accepted Rs. 2.5 lacs in each case Rs. 62,500/- in each case Rs. 10,000/- in each case Rs. 5000/- in each case

	transformers, loading and unloading through limited tenders calling offers from such agencies having Trola/ Traylor and facility of loading unloading. 14 (B) (i) substituted vide order No. 03 dated 4.4.2011 (RVPN F&R No. 726).	2. CE/ACE/Dy. CE Zonal Incharge	Full powers	
Item No.	Nature of Powers	To whom delegated	Extent of delegation	
1	2	3	4	
14(B) (ii)	To approve the transportation of material, loading, unloading, stacking after recording reasons of urgency, without call of tenders.	1. WTDs 2. CE/ACE/Dy. CE/ZCE 3. SE 4. XEN 5. AEN	Full Powers Upto Rs. 25000/- in each case. Upto Rs. 15000/- in each case Upto Rs. 10000/- in each case Upto Rs. 5000/- in each case	
Foot Note: Cash payment upto Rs. 10000/- can be made.				
Item No. 14 (B) (ii) substituted vide order No. 196 dated 13.7.2010 (RVPN F&R No. 669).				
14(C) (i)	To accept tenders & to approve execution of EHV lines & sub- station construction works, excluding cost of equipment & line material. (14 (C) (i) substituted vide order No. 311 dated 21.04.07 (F&R No. 394) further substituted vide order No. 156 dated 31.5.2010 (RVPN F&R No. 651)	1. WTDs 2. Committee consisting of concerned Zonal Chief Engineer (T&C), Chief Engineer (MM) & Chief Controller of Accounts. 3. Zonal Chief Engineer (T&C) & Sr. AO (T&C) 4. Committee consisting of SE(TCC) & the Circle AO 5. Committee consisting of XEN & AO /AAO Committee at S.No. 2 substituted vide order No. 155 date 31.5.2010 (RVPN F&R No. 650).	Full powers If lowest tender is accepted Rs. 150 lacs in each case Rs. 75 lacs in each case Rs. 30 lacs in each case Rs. 3.00 lac in each case	If other than lowest tender is accepted Rs. 75 lacs in each case Rs. 50 lacs in each case Rs. 15 lacs in each case Rs. 1.50 Lacs in each case

		Committee at S.No. 2 further substituted vide order No.160 dated 2.6.2010 (RVPN F&R No. 654).	
<p>Note:- (a) The length of line should not be split up just to keep the tender in his own competence.</p> <p>(b) Powers are subject to condition that the tender premium does not exceed the sanctioned estimate by more than 20%, however WTDs shall have full powers.</p> <p>(c) If the tendered amount exceeds the estimate more than 20% the powers will be exercised by the next higher authority/ committee. Where 'G' schedule is based on previous years BSR and tender received when evaluated to current BSR, do not show any increase over current BSR, then tender need not be referred to next higher authority provided it is certified that revised estimate has already been submitted to the competent authority for sanction.</p> <p>14 (C) (i) further substituted vide order No. 156 dated 31.5.2010 (RVPN F&R No. 651) made effective w.e.f. 31.5.2010 vide order No. 160 dated 2.6.2010 (RVPN F&R No. 654).</p>			
14.(C) (ii)	To approve the award of contract for electrical & mechanical original works /execution of EHV lines & sub-station construction works, excluding cost of equipments & line material including minor Civil Works, with limited tenders.	<ol style="list-style-type: none"> 1. WTDs 2. CE/ACE/Zonal Chief 3. S.E. 4. XEN 	<p>Full Powers</p> <p>Rs.1,00,000/- in each case</p> <p>Rs.30,000/- in each case</p> <p>Rs.10,000/- in each case</p>
14(C) (iii)	To approve the award of contract for electrical & mechanical works of EHV lines & sub-station including minor Civil Works in break down cases without call of tenders.	<ol style="list-style-type: none"> 1. WTDs 2. CE/ACE/Zonal Chief 3. S.E. 4. XEN 	<p>Full Powers.</p> <p>Rs.2,00,000/- in each case</p> <p>Rs.60,000/- in each case</p> <p>Rs.20,000/- in each case</p>
<p>Note: - Delegation under item 14(C) (ii) & 14(C) (iii) may be exercised only in emergent circumstances. In case of item 14(C) (iii) concurrence from Accounts Authority will not be necessary.</p>			
Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
14 (D)	To sanction & award contract for works, repairs, testing, inspection, overhauling and servicing of Plant & Machinery equipment T&P (with & without material), including associated Civil Works & transportation, on single tender basis for		

	sanctioned work or part of a sanctioned work in accordance with technically sanctioned estimates.		
	I. To Central & State Govt. Undertaking Deptt. Viz. BHEL, ILK, NGEF, Railways, BEML etc. when they are original manufactures.	1. WTDs 2. CE/ACE/Zonal Chief 3. Dy. CE/S.E. 4. XEN	Full Powers Upto Rs.25 lacs in each case Upto Rs.7 lacs in each case Upto Rs.50,000/- in each case
	II To standard & reputed original manufacturers of machinery or original equipment supplier to that manufacturer or their authorised dealers /service centres (other than Public/Govt. undertakings).	1. WTDs 2. CE/ACE/Zonal Chief 3. Dy. CE./S.E.(TCC) 4. XEN 5. AEN	Full Powers Upto Rs.3 lacs in each case Upto Rs.1.5 lacs in each case Upto Rs.25,000/- in each case Upto Rs. 5,000/-in each case
	III. Other parties /firms.	1. WTDs 2. CE/ACE/Zonal Chief 3. Dy. CE/S.E. 4. XEN 5. AEN	Full Powers Upto Rs.50,000/- in each case subject to annual limit of Rs.4 lacs in a year Upto Rs.20,000/- in each case subject to annual limit of Rs.2 lacs Upto Rs.10,000/- in each case subject to annual limit of Rs 1 lac Upto Rs.5,000/- in each case subject to annual limit of Rs. 50,000/-
Note:- 1) All the above powers should be exercised after recoding detailed reasons for not calling open /limited tenders & informing the next higher authority. (2) The authority concerned shall certify that rates allowed are reasonable and comparable to the prevailing market rates except in case of open tenders.			
14(E)	To award annual contract for up-keep & maintenance including cleaning of premises of non-residential building/ Project /Plants /Rest houses /Offices.	1. WTDs 2. Secy./HOD /CE/ACE/Zonal Chief 3. Dy. CE/S.E. 4. XEN 5. AEN/AO (in case of independent office)	Full powers Rs.2 lacs in each case Rs.1.0 lac in each case Rs.50,000/- in each case Rs. 25,000/- in each case

14(F)	To award annual contract for upkeep and maintenance including cleaning, maintaining sanitary and electrical installations for residential colonies, complex, rest house, offices, lawns and gardens plantation & watering etc.	<ol style="list-style-type: none"> 1. WTDs 2. CE (Civil/Electrical)/ACE (Civil/Electrical) / Dy. CE (Civil/Electrical) 3. SE(Civil/Electrical). 4. XEN(Civil/Electrical). 	<p>Full powers</p> <p>Rs.10 lacs in each case</p> <p>Rs.4 lacs in each case</p> <p>Rs.2 lacs in each case</p>												
<p>Powers are subject to the condition that:</p> <p>The validity of rates of tenders for works shall remain open for acceptance for 120 days but the maximum period to sanction tender by various competent authorities shall be as under counting from the date of opening of financial bids.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 5%;">(i)</td> <td style="width: 60%;">For tenders to be accepted by XEN</td> <td style="width: 35%;">30 days</td> </tr> <tr> <td>(ii)</td> <td>For tenders to be accepted by SE</td> <td>60 days</td> </tr> <tr> <td>(iii)</td> <td>For tenders to be accepted by Dy. CE/ACE/CE</td> <td>90 days</td> </tr> <tr> <td>(iv)</td> <td>For tenders to be accepted by WTDs</td> <td>120 days or as extended by the tenderer</td> </tr> </table> <p>If any tender is not sanctioned by concerned competent authority within the above mentioned period, then it will be sanctioned only by the next higher authority depending upon time from the date of opening of financial bid. For example, if tender is in power of XEN but not sanctioned within 70 days, it will be sanctioned by Dy. CE/ACE/CE.</p> <p>While recommending tender to the next higher authority, the reasons for not sanctioning tender in stipulated period shall be indicated. In case where the tenders are to be processed by the office/authority who is not competent to sanction the tenders, care must be taken that not much time is taken in processing of tenders by such office/authority and tenders duly processed and complete in all respect shall be forwarded to the competent authority at the earliest for timely finalisation of the tenders. (Item No. 14 (F) substituted vide order No. 666 dated 18.08.07 (F&R No. 432).</p> <p>Item No. 14 (F) except terms and conditions are substituted vide order No. 132 dated 18.08.2011 (F&R No. 749).</p>				(i)	For tenders to be accepted by XEN	30 days	(ii)	For tenders to be accepted by SE	60 days	(iii)	For tenders to be accepted by Dy. CE/ACE/CE	90 days	(iv)	For tenders to be accepted by WTDs	120 days or as extended by the tenderer
(i)	For tenders to be accepted by XEN	30 days													
(ii)	For tenders to be accepted by SE	60 days													
(iii)	For tenders to be accepted by Dy. CE/ACE/CE	90 days													
(iv)	For tenders to be accepted by WTDs	120 days or as extended by the tenderer													
14(G)	To award annual contract for up-keep & maintenance including cleaning etc. of GSS yard.	<ol style="list-style-type: none"> 1. ZCE 2. SE(S/S I/C) 3. XEN(S/S I/C) 4. AEN(S/S I/C) 	<p>Full Powers</p> <p>Rs. 2 lacs per S/S</p> <p>Rs. 1 lac per S/S</p> <p>Rs.50,000/-per S/S</p>												
14(H)	To arrange drinking water for Staff and colony.	<ol style="list-style-type: none"> 1. SE(S/S I/C) 2. XEN(S/S I/C) 3. AEN(S/S I/C) 	<p>Rs. 50,000/- per S/S per month</p> <p>Rs. 25,000/- per S/S per month</p> <p>Rs. 10,000/-per S/S per month</p>												
14(I)	To issue work order to <u>other enlisted contractors /unlisted contractor who has successfully carried out the work in past one year</u> without	<ol style="list-style-type: none"> 1. WTDs 2. CE/ACE/Dy. CE/SE 	<p>Full Powers</p> <p>Full powers to the original sanctioning authority</p>												

	calling tenders on same rates and terms for remaining works in cases where the original contractor fails to give stipulated progress and decision has been taken by competent authority as per conditions of the contract (including splitting up of such incomplete works with permission of CE/ZCE).	(Amended vide order No.311 dated 21-04-07 (F&R No.-394).	
Note: If the expenditure exceeds above limits, the case shall be approved by the next higher authority.			
14(J)	<p>To issue work order to enlisted contractor (without call of tenders) for following works at the rates indicated there against:-</p> <p>(1) Modification of existing EHV lines requiring shutdown. --50% above BSR</p> <p>(2) Emergency repairing works of EHV lines under break down conditions. --70% above BSR</p> <p>(3) Modification of existing EHV line involving railway crossings. --80%above BSR</p> <p>(4) Small works of 132 KV and 220 KV lines upto ten towers /3.0 KMs. --30% above BSR</p> <p>(5) Small augmentation works i.e. construction of additional bays, installation of structures etc. --30%above BSR</p> <p>(S.No. 5 valid up to 31-01-2009 or finalization of CLRC, whichever is earlier).</p>	<ol style="list-style-type: none"> 1. WTDs 2. Committee of CE/ACE/ZCE and concerned CAO/Sr. AO 3. Committee of SE and circle AO. <p>(14 (J) inserted vide order No 311 dated 21-04-07 (F&R No. -394)</p> <p>(S.No.5 inserted vide order No. 137 dt. 22-02-08, (F&R No. 478)</p> <p>Date 31.7.2008 substituted by date 31.01.2009 vide order No. 1442 dated 17.11.2008 (RVPN F&R No. 556)</p>	<p>Full Powers</p> <p>Up to Rs. 7.50 lac in each case.</p> <p>Up to Rs. 5.00 lac in each case</p>

14(K)	To issue work order for repair & maintenance works, construction of small and petty works of Electrical & Mechanical wing on Basic Schedule Rate (BSR) without inviting tender (with or without material).	<ol style="list-style-type: none"> 1. ZCE/CE/ACE/Dy. CE 2. SE 3. XEN 4. AEN <p>Annual limit of each authority shall be 5 times of above delegation.</p> <p>(14 (K) inserted vide order No. 803 dated 27-09-07, (F&R No. 441) and further substituted vide order No. 924 dated 16.11.07 (F&R No. 454).</p>	<p>Upto Rs. One lac in each case.</p> <p>Upto Rs. 50,000/- in each case.</p> <p>Upto Rs. 25,000/- in each case.</p> <p>Upto Rs. 10,000/- in each case.</p>
Note: Copy of work order will be simultaneously endorsed to next higher authority.			
14(L)	To approve Centralized Labour Rate Contract (CLRC) for erection, operation, repair and maintenance of EHV lines and sub-stations etc.	<ol style="list-style-type: none"> 1. WTDs <p>(14 (L) inserted vide order No 136 dated 22-02-08 (F&R No. - 477)</p>	Full powers
<p>Note: i) The BSR and rate contract prices shall be finalized only in respect of works of regular nature and not for the works of occasional nature.</p> <p>ii) The rate contract prices shall be finalized on the basis of BSR for these works after inviting open tenders.</p>			
14(M)	To award work orders against rate contracts approved by WTDs of RVPN for erection, operation, repair and maintenance of EHV lines and sub-stations etc.	<ol style="list-style-type: none"> 1. WTDs 2. Concerned CE/Zonal CE/Addl.CE/Dy. CE 3. SE 4. XEN 5. AEN (Sub Divisional officer) <p>(14 (M) inserted vide order No. 136 dt. 22-02-08 (F&R No. - 477)</p>	<p>Full Powers</p> <p>Rs. 40 lakhs in each case subject to budget provision</p> <p>Rs. 20 lakhs in each case subject to budget provision</p> <p>Rs. 2 lakhs in each case subject to budget provision</p> <p>Rs. 50,000 in each case subject to budget provision</p>
<p>Note: -i) The work order against rate contract shall be awarded only to the registered contractors up to financial limit mentioned in enlistment rules with the concurrence of respective accounts authority.</p> <p>ii) Circle SE shall enlist/register Contractors as per procedure prescribed in 'RVPN Rules for Enlistment of Contractors for E&M Works, 2007'.</p> <p>(iii) The length of line should not be split up just to keep the tender in his own competence.</p> <p>14 (M) substituted vide order No. 156 dated 31.5.2010 (RVPN F&R No. 651).</p>			
15(A)	To issue work order for original or repairs of Civil Works other than Admn. Residential & office buildings upto the sanctioned	<ol style="list-style-type: none"> 1. XEN (E&M) 2. AEN (E&M) 	<p>Upto Rs. 15000/-in each case</p> <p>Upto Rs. 6000/-in each case</p>

	estimate without inviting tenders.		
15(B)	To issue work order for Electrical & Mechanical original works or repair works upto the value of the technically sanctioned estimate without calling tenders provided the work orders are given on such rate as already accepted for works of similar nature based on call of competitive tenders by SE & above in the vicinity either in progress or completed during preceding six months.	1. CE/ACE /Dy. CE 2. SE 3. XEN 4. AEN (15 (B) substituted vide order No. 313 dated 09-04-08 (F&R No.- 493)	Rs. 5 lacs in each case (Rs.25 lacs in a year) Rs. 2 lacs in each case (Rs.10 lacs in a year) Rs. 1 lac in each case (Rs.5 lacs in a year) Rs. 50,000/- in each case (Rs 2.5 lacs in a year)
<p>Note: (a) These powers are to be exercised only in urgency after recording reasons. (b) The amount of such order without tender under this item shall not exceed the amount of the order approved under item No. 14(A) & 14 (C) of DOP on the basis of which work order is being given. (c) In case the rates in the vicinity as mentioned are several, then work order will be given on lowest of these rates.</p>			
15(C)	To approve expenditure in each case for the services of the Erectors/ Erection Engineers/ Commissioning Engineers /Supervising Engineers of the Manufacturers/ Suppliers for the purpose of repair/ erection or supervision of Plants, Machinery & equipments with boarding and lodging, Medical facilities, actual expenses for journey, conveyance, daily allowance rates for every day of absence from their H.Qs including on working days and transit period i.e. date of departure from their HQs to date of return to their HQs, overtime etc.	1. CE/ACE/Zonal Chief 2. Dy. CE/S.E. 3. XEN	Full Powers Rs. 1lac. Rs. 40,000/-
<p>Note: The authorities at Sr. No. 2 &3 above will exercise their power on the rates as approved by concerned CE (T&C).</p>			
15(D)	To sanction advance payment in each case for the jobs detailed in item No. 15(C).	1. CE/ACE 2. Dy. CE 3. SE	Full Powers Rs. 1 lac Rs. 50,000/-

<p>Note:- (1) Authorities mentioned at item No. 2 & 3 of Col. 3 above shall make advance payment upto 50% of the estimates obtained and approved under item 15 (C) of Delegation of Powers and balance payment has to be finalized/released on completion of the job.</p> <p>(2) Advance payment under item 15 (D) shall be made to the manufactures/suppliers of established reputation having standing contracts with the Nigam and subject to obtaining an undertaking from the firm that in case the amount so advanced to them, is not utilized or in case they fail to depute their Engineers for the purpose, they will refund the amount/advance immediately but not later than a month, otherwise the said amount together with interest @21% per annum will be recovered from the due payment against any of their orders of erstwhile RSEB/Nigam .</p> <p>(3) No advance payment will be allowed to those manufactures/suppliers against whom the previous advance is outstanding except with the approval of the Whole Time Directors.</p> <p>(4) No expenditure shall be incurred unless there is a budget provision for the same.</p>			
16	To grant for recorded reasons an extension of time for the execution of works or supply of material or other performance of a contract.	<ol style="list-style-type: none"> 1. WTDs 2. Secy/CE/CCOA/HOD/ACE/ZCE/ Dy. CE./SE/XEN 	<p>Full Powers</p> <p>Full powers with or without recovery for delay in case of contracts accepted by them provided that the approval of the next higher authority is obtained in case the extension exceeds by a period equal to the time allowed for execution in the original contract, provided that a committee consisting of CE(MM), CE(PP&M) & CCOA shall have full powers to grant extension for recorded reasons.</p> <p>An extension of time beyond the powers delegated to the officers at item no. 2 in col.3 is subject to no extra burden on the Nigam as a result of grant of extension.</p> <p>In case unanimous decision is not arrived at by the committee, the Whole Time Directors of the Nigam will act as reviewing authority and accord decision in terms of the full powers delegated to them.</p>
17(a)	To advertise for tenders when necessary and sanction expenditure on such advertisement.	<ol style="list-style-type: none"> 1. PRO/APRO with approval of Secretary 2. S.E. 	<p>Full Powers</p> <p>Rs. 1,000/- in each case</p>
<p>Note:- Advertisement is to issued only in such papers as approved by the Nigam from time to time.</p>			
17(b)	'Publicity & Advertisement'		
	(a) Advertisement in dailies (other than display advertisement).	Secretary	Full Powers
	(b) Publicity & Advertisement in other than Dailies (display advertisement etc.).	CMD	Full Powers
18.	To remit or reduce for recorded	1. WTDs	Full Powers

	reasons the penalty imposed in the agreement or contracts.	<ol style="list-style-type: none"> 2. CE (MM), CE(PPM) and CCOA in respect of cases of MM & PPM wing 3. CE (Civil)/CE(T&C) CE(MM) and CCOA in respect of Civil and T&C wing 4. CE (MM)/(PPM) in consultation with the Concerned Accounts authority for cases pertaining to MM/PPM wing 5. CE(T&C) concerned, CE(MM) and CAO (Control) in respect of T&C Cases. 6. CE (Civil), CE (MM) and CAO (Control) in respect of cases of Civil wing 7. CE(T&C)/Civil in consultation with the concerned Accounts authority 8. Concerned purchase Committee 	<p>Upto Rs. 5 lacs after adjustment of financial hold available.</p> <p>Upto Rs. 2,50,000/- after adjustment of financial hold available.</p> <p>Upto Rs. 1,00,000/- after adjustment of financial hold available</p> <p>Upto Rs.1,00,000/- after adjustment of financial hold available.</p> <p>Upto Rs. 1,00,000/- after adjustment of financial hold available.</p> <p>Upto Rs. 10,000/- after adjustment of financial hold available</p> <p>Full powers in respect of contracts accepted by lower-authorities</p> <p>Amended vide order No. 523 dt. 13-07-05 (F&R No.-285)</p>
<p>Note:- Provided that a committee consisting of CE(MM) concerned CE & CCOA shall have full powers beyond the purview of present delegation of powers, except that of the Whole Time Directors. In case unanimous decision is not arrived at by the committee the Whole Time Directors of the Nigam will act as reviewing authority and accord decision in terms of the full powers delegated to them.</p>			
19(a)	To sanction refund of security deposits of contractors in all cases of original & repairs works or supplies after the lapse of period, if any specified in the contract or tender notice or purchase orders.	<ol style="list-style-type: none"> 1.CE/ACE/Dy. CE /Secy. /HOD 2. S.E. 3. XENs & AENs/ Head of office 	<p>Full Powers</p> <p>Full Powers</p> <p>In case where the amount of the work or supplies does not exceed their power to accept contract.</p>
19(b)	To sanction refund of earnest money to the unsuccessful tenderer, for supplies/works, after order has been placed upon the successful tenderer.	The authority who has accepted the tenders and earnest money.	Full Powers
20(a)	(i) To rescind contract where such cancellation does not result in any loss to the Nigam.	<ol style="list-style-type: none"> 1. WTDs 2. The Purchase Committee/ Authority. 	<p>Full Powers.</p> <p>Full Powers in respect of the contracts decided by the Purchase Committee/Authority.</p>
	(ii) To rescind contract where such cancellation may result in loss to Nigam after recording reasons.	<ol style="list-style-type: none"> 1. WTDs 2. The Purchase 	<p>Full Powers.</p> <p>Full Powers in respect of the</p>

	(Substituted vide order No. 442 dated 17.05.2008 (F&R No. -502).	Committee/ Authority.	contracts decided by the next lower Purchase Committee/ Authority.
20(b)	To waive the condition regarding earnest money pursuant to provision of para 17.10 & 25-6 of the Purchase Manual 1999.	The authority competent to make purchase /award works	Full Powers
20(c)	To waive the condition of security deposits.	1.WTDs 2.Secy/CE/ACE /CCOA/Dy. CE 3. SE & others	Full powers ,for works contract Full powers for supply of material by the firms of repute or registered with respective wing of RVPN. In case of other firms, the present prescribed percentage should invariably be taken unless they are so exempted by the orders of the CMD in consultation with Director (F&CA) As above
20(d)	Acceptance of Security in form of Bank Guarantee NSC/IVP/KVP and Indemnity Bond instead of in cash.	Secretary/ CE/ ACE/ CCOA /Dy. CE/SE/XEN/AEN/ Head of Office	Full powers for contract up to the extent of their purchase powers.

SECTION -III

(Power to execute contract after sanction has been accorded by the competent authority)

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
21	Instruments relating to acceptance of tenders.	1. HOD/S.E. 2. XEN/AEN	Upto an unlimited amount Upto the powers of sanctioning of tenders
22.	Bonds of auctioneers and security bonds for the due performance and completion of work.	XEN	Full Powers
23.	Security bonds for the performance of their duties by the Nigam servants whom the officers have specified powers to appoint.	Head of the office	Full Powers
24.	Leases of house land and other immovable property provided the rent received shall not exceed Rs. 5,000/- in a month.	SE/XEN	Full Powers
25.	All instruments connected with reconveyance of property given as security.	XEN	Full Powers
26.	Agreement relating to the loan of tools & plants to the contractors & others.	XEN	Full Powers
27.	Agreement for catering/ contracts to offices and campus for the protection of the conveyance belonging to the staff working in public building under their control.	Head of office	Full Powers

SECTION -IV

(Stores and stocks)

(The exercise of the powers referred in this section is subject to stores purchase rules prescribed by the Nigam)

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
28(a)	To sanction advance payment for execution of works/supply of material/ and service & maintenance contracts with the original equipment suppliers.		

	To Central & State Govt. undertaking/Deptt. (Viz. BHEL, ILK, NGEF, Railways, BEML, Hindustan Zinc etc.) /Original Manufacturer or its Supplier.	CE/Addl. CE-Zonal Chief (T&C)	Full Powers
Note: - No advance payment will be allowed to those Manufacturers/suppliers against whom the previous advance is outstanding except with the approval of the Whole Time Directors.			
28(b)	To make advance payment against procurement of steel as per item No. 30 (4).	CE(Civil)/CE(MM)	Full Powers
28(c)	To sanction advance payment to the State /Central Govt. Deptt. & State/Central Govt. undertaking for execution of the Nigam's work including the jobs required to be performed for survey & investigation of the major and minor projects.	1. WTDs 2. CE/ACE/Zonal Chief (T&C) 3. S.E. 4. XEN	Full Powers Rs. 1,00,000/- in each case Rs. 50,000/- in each case Rs. 20,000/- in each case
28(d) (i)	To sanction advance payment for purchase of stores, equipments, T&P Spares & other items.	WTDs	Full Powers
(ii)	To sanction advance payment for purchase of stores, equipments, T&P Spares & other items against despatch documents negotiated through bank or against delivery of material.	Secretary/HOD/CE/ ACE/Zonal CE/Dy. CE /SE/ XEN /AEN	Full powers to the extent the purchase committee /officer is competent to sanction purchase of stores, equipment, T&P, spares & other items taking due precautions for securing interest of the Nigam against any losses. For articles having total value of Rs. 30,000/- or above; 100% advance payment can be made on furnishing of bank guarantee equivalent to 10% of the purchase value. In the absence of Bank guarantee, advance payment may not exceed 90% of the total value of the item purchased. In respect of stores requiring inspection/ testing before its dispatch /delivery, advance payment may be made only on receipt of clearance of authorized inspecting officer not below the rank of Executive Engineer /Sr. AO/AO when the purchases are made by the CCOA or Secretary.

Note: - (1) In case bank guarantee is not agreed to be furnished, 100% payment through bank against despatch document shall be made only in case of suppliers of established reputation having regular contracts with the Nigam and the purchase committee/purchasing officer satisfy themselves regarding reasonableness of prices charged by the supplier.

(2) In case of payment through bank against despatch documents, it will be the responsibility of the consignee officer to check and verify the receipt of material and send the bill of the firm to Circle AO duly verified with his forwarding letter endorsing copy to the officer who has approved purchase /placed order. Circle AO shall carryout necessary adjustment so as clear the misc. advance against the firm within a week. In case there is any shortage /defective material or any other recovery against the firm, the consignee will report complete details thereof to the purchasing/order placing authority with copy to Circle AO/Sr. AO(CPC) who will immediately take up the matter with the firm concerned and get the short supply made/defective material replaced and cost/amount /other recoveries deposited. If this is not done by the firm, the amount may be deducted from the balance payment/BG, invoked, as the case may be. Even after taking these actions, if there remains any recovery against the firm, the purchasing authority, shall take legal action against the firm for effecting the recovery.

(3) In case of advance payment against delivery of material it will be the responsibility of the officer concerned (Consignee) that the cheque /DD is delivered to the supplier only against receipt of material. The bill of the firm may also be taken and sent to Circle AO duly verified for necessary adjustments. In such cases, the misc. advance shall be cleared within a period of one month. No such further advance payment may be given to the officer concerned until and unless the bill of the previous advance, duly verified, is received except in exceptional cases in which sanction of Circle SE/Next higher authority will be necessary.

(4) In the month of May of each year, Circle AO shall prepare detailed list of advance payment made during the preceding financial year either through bank or against delivery of material which have not been cleared and pursue the matter with the officer concerned to take necessary action to get the same cleared. Copy of such list may also be sent to CCOA and Circle SE.

29.	To purchase articles by indent from other departments including DGS & D required for sanctioned works.	CMD/CE/ACE/Dy.CE/ SE	Full Powers
30(1)	<p>To sanction purchase of stores from firms & to approve contracts for conversion including re-rolling & fabrication of material where whole or part of material is supplied by the Nigam or for purchase of equipment or equipments where fabrication, erection & associated Civil Works are also included in the Contracts for supply of equipments.</p> <p>(a) After calling competitive tenders.</p> <p>(b) At DGS & D rate contract.</p>	<p>1. WTDs</p> <p>2. (i)Purchase Committee consisting of :</p> <p>(a) C.E.(MM)</p> <p>(b) One of the CEs (concerned)</p> <p>(c) CCOA for cases of MM wing.</p> <p>2(ii)Purchase Committee consisting of:</p> <p>(a) CE(PP&M)</p> <p>(b) CCOA and</p> <p>(c) CE/ACE to be nominated by CMD for purchase of 400 kV Sub- station equipment / Material testing equipment &</p>	<p>Full powers Upto Rs. 1.5 crores in each case.</p> <p>Upto Rs. 1.5 crores in each case.</p>

	<p>(c) From the firm holding rate contracts within/outside Rajasthan, outside the rate contract, on the rate contract price after obtaining quotations.</p> <p>(d)At the rate contract entered into by the Central Stores Organization of the State Govt. or of the RVPN.</p>	<p>instruments</p> <p>3 Purchase Committee consisting of: (a) CE/ZCE /ACE (b) CAO/Sr. AO, and (c) One CE/ZCE/ACE to be nominated by CMD for other purchase cases.</p> <p>4 Purchase Committee consisting of: (a) SE(SSPC)/SE(TLPC) (b) One SE to be nominated by the CMD and (c) CAO (MM) for cases of Procurement- Circle.</p> <p>5. Purchase Committee consisting of : (a) SE(400kV Design) (b) CAO/Sr. AO (c) One SE from MM wing to be nominated by the CMD for purchase of 400kV sub-station equipment /material testing equipment and instruments</p> <p>6. Purchase Committee consisting of : (a) SE concerned - Convener (b) AO of the Circle (c) One SE to be nominated by the CMD.</p>	<p>Upto Rs. 20 lacs in each case.</p> <p>Upto Rs.50 lacs in each case.</p> <p>Upto Rs. 50 lacs in each case.</p> <p>Upto Rs. 5 lacs in each case.</p>
<p>Note: - The committee will purchase all the items covered by aforesaid delegation including JMC items subject to availability of the budget provision .</p>			
		<p>7. Purchase Committee consisting of : XEN and AAO</p>	<p>Upto Rs. 30,000/- in each case .with monthly limit of Rs.60000/- and annual limit of Rs. 3 lacs In each case articles having a total value upto Rs. 5,000/- may be purchased by the XEN without approval of the committee. This amount will be inclusive of annual limit</p>
		<p>8. Purchase Committee consisting of : AEN/ACOS and AAO/ Acctt./Jr. Accountant of office concerned</p>	<p>Upto Rs. 10,000/- in each case .with a monthly limit of Rs.20,000/- and annual limit of Rs. 1 lac excluding stationary In each case articles</p>

			having a total value upto Rs. 1,000/- may be purchased by the AEN without approval of the committee. This amount will be inclusive of annual limit.
<p>Note :- 1. Power delegated to the authorities mentioned at item (2)(i) above shall be exercised for procuring stores and T&P required to be kept with the ACOS as buffer stock and to supply to Divisions or Offices for construction or maintenance works.</p> <p>2. Power delegated to the authorities mentioned at item (3), (5) to (7) shall be exercised, in respect of articles not available with ACOS of the concerned circle, for purchasing the material subject to observance of procedure prescribed in the Stores/Purchase Manual.</p> <p>3. The Power delegated include the charges in respect of taxes and insurance etc. but do not include any expenses which may be incurred after taking delivery of the material at the destination and testing charges, if any.</p> <p>4. In case of difference of opinion between the purchasing authorities and the concerned Accounts authorities mentioned above on any issue involved in the purchases, the decision of the following authorities shall be final: -</p> <p>(a) In the case of WTDs Board of Directors</p> <p>(b) In the case of CE/ACEs level committee Directors (F&CA)</p> <p>(c) In the case of SEs level committee CE/ACE concerned, as the case may be</p> <p>(d) In the case of XEN/AEN level committee Circle SE/Dy. CE, as the case may be.</p> <p>5. (i) All purchases should be finalized in keeping with the commercial terms & conditions and general principles prescribed by the Nigam from time to time & the provisions of the Purchase Manuals /GF& AR. The relaxation in terms can be made by the purchase committee after recording full reasons thereof.</p> <p>(ii) Where the post of SE does not exist, the Dy. C.E will function as convener of the committee. In such cases XEN of Circle Head quarter will be nominated as Member by the CE /Addl. CE concerned.</p> <p>6. The limit of inviting tender by giving wide publicity is raised to Rs. 1 lac. For purchase falling in competence of S.E. and above, tenders will be invited by SE. Prior approval of Chief Engineer/Zonal Chief will, however, be obtained in cases above SE's competence.</p> <p>7. The powers under this item can also be exercised for execution of works pertaining to lines and sub stations, like electrification, painting, stub setting etc. The competent authority/committee can undertake negotiation and make counter offer as per conditions and procedure enumerated at Note 1 given at the start of section-II (Contracts & Tenders) of DOP. (Substituted vide order No.980 dt. 13-12-07 (F&R No.-461).</p> <p>8. Purchase of Tents can also be made from the Government Department /Government undertaking who are not on CSPO rate contracts, after obtaining price quotations.</p>			
30(2)	To award rate contract for repairs of transformers.	WTDs	Full Powers.
30(3)	To award rate contract for various items approved by WTDs. The rate contract will be operated by the SEs.	1. WTDs 2. CE(T&C)/ CCOA. The power by the committee at (2) above shall be exercised as per the guidelines, Rules and regulation of RVPN to be prescribed by WTDs	Full Powers Upto Rs. 1.50 crores in each case.

30(4)	<p>(a) To procure steel from the main producers (SAIL, RINL, TATA Steel & Rajasthan Small Industries Corporations Ltd.) of national, international standards either conforming to Grade of IS-2062/IS - 226/MISCRO/TMT/TISCON/SAILMA or of better quality on the terms and conditions of the respective main producers.</p> <p>(b) To procure Semis from any of the main producers (SAIL, RINL, TATA Steel) and getting the same re-rolled from the re-rollers, after inviting tenders as per rules. (Substituted vide order No. 333 dated 16-04-08 (F&R No.- 495).</p> <p>(c) To avail offers of M/s. Rashtriya Ispat Nigam Ltd., (a Govt . of India Undertaking) M/s. Raj. Small Industrial Corpn Ltd. (a Govt. of Raj. Undertaking) for the steel sections of tested quality offered by them at their rates, terms & conditions.</p>	CE(MM) /CE(Civil)	Full Powers
		<p>Note: - (i) In case of non-availability with any of above producers, the steel shall be procured from open market by inviting tenders as per the purchase powers delegated to different authorities.</p> <p>(ii) The CE (Civil) shall procure steel for the works to be executed by his wing only.</p> <p>(iii) The CE (MM) and CE (Civil) shall keep one another informed about the purchase price of steel and to have proper co-ordination to avoid duplication in the procurement.</p>	
30(5)(a)	To sanction purchase of fuel, oil, lubricants from any of the Public Sector Undertakings of Govt. of India i.e. IOC, HPC, BPC, IBS etc.	<ol style="list-style-type: none"> 1. CE/ACE 2. Dy. CE/SE 	Full Powers Rs. 25 lacs in each case.
30(5)(b)	To sanction purchase of Fuel/Diesel/ Lubricants from the authorized dealers of IOC, HPC, BPC, IBS etc. (Govt. of India Undertakings) at their approved rates for plant & machinery.	<ol style="list-style-type: none"> 1. SE 2. XEN /Sr. Resident Officer, Delhi (for Diesel generation set) 	Full Powers Rs.10,000/- at a time.
30(6)	To sanction purchase of Karl Fisher reagents laboratory quality grade-I like hydrogen, nitrogen gases, mercury (Hg.) and other states for oil testing laboratory/mobile van from original manufacturer of equipments/ authorized dealer on single tender basis.	<ol style="list-style-type: none"> 1. Director (T&C) 2. CE(T&C) 3. SE(TCC) 4. XEN (TCC) 5. AEN (GSS/TCC) 	Full Powers Upto Rs. 1 lac in each case. Upto Rs. 50,000/- in each case. Upto. Rs. 10,000/- in each case. Upto Rs. 5,000/- in each case.
31	To purchase spare parts of propriety nature of plant, machinery and equipments from original manufacture or his Indian agent in case of imported equipment distributor/authorized dealers of the respective manufacturers after obtaining prior price quotations	<ol style="list-style-type: none"> 1. WTDs 2. CE/Addl. CE/ Zonal Chief 3. Dy. C.E. /SE 4. XEN 5. AEN 	Full Powers Upto Rs. 10.00 lacs in each case subject to a maximum of Rs.1 crore in a year Upto Rs. 2 lacs in each case subject to a maximum of Rs.10 lacs in a year Upto Rs. 0.50 lacs in each case subject to a maximum of Rs.2.50 lacs in a year Upto Rs. 10.000/- in each

			case subject to a maximum of Rs.50,000/- in a year
<p>Note: - 1. Provision of clause No. 6 (Assessment of Requirement) of Purchase Manual shall not apply for emergent purchases of spares for break down maintenance.</p> <p>2. Purchase of bought out parts/components of the main equipments or their spares can also be purchased from the manufacture /authorized dealers of the bought out parts/components.</p>			
32 (A)	To accord sanction for the purchase of tools and plants excluding vehicles & office equipments.	<p>1. CMD</p> <p>2. CE/ACE /Zonal Chief</p> <p>3. Purchase Committee consisting of CE(MM), CE(T&C) & CCOA</p> <p>3(a) Committee consisting of CE(Civil) /CE (MM) & CCOA</p> <p>4. Dy. CE/SE</p> <p>5. XEN</p> <p>6. AEN</p>	<p>Full Powers</p> <p>Upto Rs. 1.5 lacs in each case subject to budget provision.</p> <p>The CE(MM) will be competent to incur expenditure to the full extent in respect of T&P articles required to be kept in stores organization & also for further issue if required</p> <p>Upto Rs. 25 lacs in each case</p> <p>Upto Rs. 25 lacs for purchases of T&P pertaining to Civil wing</p> <p>Rs. 50,000/- in each case and overall limit of Rs. 10,00,000/- in a year subject to budget provision</p> <p>Rs. 10,000/- in each case and overall limit of Rs. 50,000/- in a year subject to budget provision</p> <p>Rs. 2000/- in each case and overall limit upto Rs. 20,000/- in a year subject to budget provision.</p>
32 (B)	<p>To accord sanction for purchase of vehicle:</p> <p>(i) On standard terms and conditions as per G.C.C. given in Purchase Manual of RVPN.</p> <p style="text-align: center;">OR</p> <p>(ii) On prices, terms and conditions of the DGS&D rate contract but outside the scope of the rate contract.</p> <p style="text-align: center;">OR</p> <p>(iii) On the quoted prices, terms and conditions of the authorised dealer/ manufacturer in case the vehicles are not available on DGS&D rate</p>	WTDs	Full Powers

	contract. (Substituted vide order No. 1091 dated 30.08.08 (F&R-522))		
32(C)	To accord sanction for purchase of office equipment (not covered under item no. 68 (iii) of DOP).	As per GF & AR	
32(D)	To sanction purchase of work-shop machinery and tools & plants for 400 kV sub stations.	1. Purchase Committee consisting of CE(PP&M) CE(MM) and CCOA 2. Purchase Committee consisting of : SE (400kV Design), CAO /Sr. AO & one SE from MM wing to be nominated by the CMD	Upto Rs. 1.5 crores in each case Upto Rs. 50 lacs in each case
<p>Note: - 1. In the event of difference of opinion, the decision of the next higher authority will be final. In case of the Chief Engineer, the next authority will be the Director (F&CA). 2. Except in the case of articles required for stores Organization & Purchases made by 400 KV Design Circle in respect of Projects approved by the RVPN, the powers will be exercised for articles not available with the A.C.O.S. concerned.</p>			
32(E)	To sanction purchase without call of tenders including to meet day to day requirement.	1. WTDs 2. CMD 3. Secy/CE/Addl. CE/ Zonal CE/Dy. CE/CCOA 4. S.E. 5. XEN /Sr. Resident Officer, Delhi 6. Asstt. Engineer 7. Incharge GAB Stores	Full Powers Upto Rs. 50,000/- in each case Upto Rs. 30,000/- in each case with a yearly ceiling of Rs. 2.50 lacs Upto Rs. 15,000/- in each case but total purchases not exceeding Rs. 60,000/- in a year. Upto Rs. 5000/- in each case but total purchase not exceeding Rs. 20,000/- in a month. The power to Sr. R.O are in respect of items not covered under Circular No. 1068 dt. 18-10-2002 (F&R No. 85). Upto Rs. 1000/- in each case but total purchase not exceeding Rs. 5,000/- in a month Upto Rs.2000/- in each case with a monthly limit of Rs. 10,000/-
<p>Note:- 1. These powers are to be exercised only for non-centralized purchased items. No purchase under this item shall be made if the articles are not to be consumed within one month. 2. Articles having total value of Rs. 1,000/- and above shall be purchased from the firms having</p>			

<p>RST/CST/TIN registration and dealing regularly in the articles being purchased at a regular place of business.</p> <p>3. In all the vouchers relating to purchases above Rs.1000/- under this item, complete specifications of the items purchased like make, quality, sizes, rate etc. shall invariably be mentioned. Similar details will be mentioned in the proposal sent to and sanctioned by the higher authority approving purchases. Mere counter signatures on the purchase made by junior officers shall not constitute a proper sanction and higher authority should refrain from such counter signature.</p> <p>4. Splitting up of purchases to avoid sanction, of the higher competent authority shall be viewed seriously as it is highly irregular. Repetitive purchase of a particular item of different ratings & size shall be treated as the purchase having been split up.</p> <p>5. The officers authorized to purchase material under this delegation can make cash payment to the extent of Rs. 5000/- in each case. 100% payment against delivery can be made through cheque/DD (Bank charges shall be borne by the Suppliers).</p> <p>6. The purchasing authority shall certify that the rates are reasonable and comparable to the prevailing market rates besides making proper stock entries etc.</p> <p>7. The powers vested with SE/XEN/AEN under this item, shall be exercised to the extent indicated against them for item not covered under central rate contract.</p> <p>8. The powers will be exercised in respect of the items other than those which are to be purchased centrally by the MM Wing. (Substituted vide order No. 265 dated 31.03.05 (F&R No. 262).</p> <p>9. The intention of this delegation is not to make routine purchases in the name of petty purchases. Purchasing a single item to deal with a particular requirement is permissible but purchasing many items to be used in future is not permissible.</p>			
32(F)	To incur expenditure on freight, demurrage, wharfage charges cartage, duties, taxes on the articles purchased.	<p>1. Secy/HODs/CCOA/ CE (MM)/CE(T&C)/ACE (T&C)</p> <p>2. Dy.CE</p> <p>3.SE</p> <p>4. XEN</p> <p>5. AEN</p>	<p>Full power to Authorities competent to make purchase / ACOS and consignee taking delivery of the material subject to seeking post-facto sanction for expenditure relating to freight, wharfage & demurrage charges from competent authorities indicated below:</p> <p>Full power</p> <p>Upto Rs. 20,000/- in each case</p> <p>Upto Rs. 10,000/- in each case</p> <p>Upto Rs. 2,500/- in each case</p> <p>Upto Rs. 1000/- in each case</p>
<p>Note: - The powers in connection with demurrage charges will be subject to furnishing proper justification & apportioning delay.</p>			
33	To pass indents on other departments for articles required for sanctioned works.	S.E.	Full Powers
34	To allocate the stock limit (fixed by the Nigam) for each Circle/Sub-store according to the requirements within the total limit	C.E. (MM)	Full Powers

	fixed for the whole organization.		
35.	To sanction the limits of reserve stock for Circle /sub-stores.	CE(MM)	Full Powers, provided specific budget allotment exists to meet the cost of increase in reserve stock whenever sanctioned
36.	To sanction repairs of tools and plants with or without spares (excluding office equipment) including Cranes, Filter machines heavy equipments, special T&P etc. subject to budget provision.	1.SE 2.XEN 3.AEN	Full Powers Upto Rs. 5000/- in each case Upto Rs. 1000/- in each case
37.	To sanction the sale of stock (not tools and plants) which are not surplus or unserviceable at full value plus the usual supervision charges on the cost or market value whichever is higher. Normally Nigam stocks are not sold to private parties, the transaction should be treated as exceptional case occurring rarely.	1. WTDs 2. CE(MM) with the concurrence of CAO (MM)	Full Powers Upto Rs. 50,000/- in each case
38.	To accept tenders for the sale of T&P declared surplus by competent authority in accordance with rule made by the Nigam.	Authorities as prescribed in booklet of disposal of surplus stores.	Full Powers
39.	To issue stock or other material to work at stock issue rate plus 3% storage charges and 15% supervision charges or market rates whichever is greater when their issue is not provided for in the contract but such issue is required in emergent case, in the Nigam's interest.	SE	Full powers subject to the condition that a report should be made to the CCOA and the CE stating the amount of the issue and the circumstances.
40	To declare any stores and other material excluding T&P but including Stock material received from the works dismantled as surplus or unserviceable and sanction their sale by public auction.	Authorities as prescribed in the booklet of disposal of surplus & stores.	Full Powers
41(a)	To sanction hire charges of the departmental T&P which are let out to others.	1.CE/ACE/Zonal Chief 2.SE	Full Powers Rs. 50,000/- in each case
41(b)	Power to sanction hire charges of equipments, tools & plants obtained from external sources.	1.CE/ACE/Zonal Chief 2. Dy.CE./SE 3. XEN 4. AEN	Full Powers Rs.25,000/- in each case Rs.5,000/- in each case Rs.2000/- in each case
42	To sanction hire charges for vehicles obtained from external sources in case the departmental vehicle is not available or	1.CE/ACE/Zonal Chief/ Secretary (Admn) 2. Dy.CE/SE	Full Powers Not exceeding three months at a time and

	additional vehicle is required in view of the work load (after inviting limited tenders).	3. XEN 4. AEN	six months in a year in respect of each XEN /AEN under him. Not exceeding 15 days at a time subject to maximum of 45 days in a year in respect of each Asstt. Engineer under him. Not exceeding 6 days at a time and 30 days in a year.
<p>Note: - (1) The period for which the powers for hiring have been delegated to higher authorities is inclusive of the period for which lower authorities have already sanctioned the hiring of a vehicle in a year.</p> <p>(2) In case some rate has been fixed by the District Collector for hiring of vehicle in that area, the vehicles can be hired at that rate, after approving such fixed rate duly authenticated.</p> <p>(3) Cash payment upto Rs. 5000/- or extent prescribed in the orders issued from time to time can be made for hire charges of vehicle.</p>			

SECTION -V

(Temporary Establishment)

43	To sanction engagement of work charged labour (Skilled /Non- skilled).	CMD	Full Powers
43(A)	To sanction engagement of casual labour.	1 Zonal CE 2.SE	<p>To a monetary limit of Rs. 15 lacs in a financial year for his respective zone as a whole. For this purpose the amount will be allocated/reallocated amongst SEs under his respective jurisdiction in a manner so that in any case amount to one SE may not exceed Rs. 3 lacs in a financial year.</p> <p>Upto Rs. 100/- or the rates prescribed by the Govt. of Raj. from time to time per man per day subject to a monetary limit of Rs. 3 lacs or the amount allocated/re-allocated by the respective Zonal CE whichever is less in a financial year . (Figure Rs. 65 wherever appearing is replaced by Rs. 100 vide order No. 311 dated 09-04-08 (F&R No.-491)</p>
<p>Note: - 1.Per man day wage of Rs. 100/- or the minimum wage rates prescribed by the Govt. of Rajasthan from time to time will be taken as ceiling. The employer's contribution towards Provident Fund shall be borne by RVPN. (Substituted vide order No. 311 dated 09-04-08 (F&R No. -491).</p> <p>2. The concerned SE will issue specific sanction for engagement of casual labour indicating name of work, nature of maintenance involved, number of days required, rate per day duly certified that departmental labour is not available.</p> <p>3. Consolidated monthly statement will be sent to CCOA and Secy.(Admn) by the circle officer where these will be suitably monitored.</p> <p>4. No labour be kept for more than 60 days in a year and it will be the personal responsibility of concerned AEN to ensure this.</p>			
44.	To sanction payment for overtime	1.CE/ACE/Dy. CE/Zonal	On special

	work done in any month by a member of the work establishment.	Chief 2. SE	occasions upto a limit of 25% of the pay earned during the month Limited to Rs. 200/- per month
Note: - The excess expenditure on account of work-charged establishment not provided for in the sanctioned estimate will invariably be treated as an excess over the estimate if on the whole amount of the estimate is exceeded.			
45.	To sanction estimates for hot /cold weather establishment.	Head of office	Within the limit of appropriation

SECTION -VI

(Remission or abandonment of Revenue)

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
46	To sanction all cases of refund of misc. revenues with recorded reasons.	1. WTDs 2. CE//ZCE/HOD /CCOA 3. Dy. CE/SE/CAO /Sr.AO 4. XEN/AO 5. AEN /AAO (HOO)	Full Powers Upto Rs. 50,000/- in each case Upto Rs. 20,000/- in each case Upto Rs. 10,000/- in each case Upto Rs. 2000/-
Note: - The above powers for refund of Revenue would be applicable up to three years from the date of cause of action arises or as and when authorized by settlement committee(s).			
47.	To remit percentage charge prescribed for establishment and tools and plants charges in the cases of T&P is given to contractors for Nigam's work.	1.WTDs 2.CE/ACE/ZCE 3.SE	Full Powers Upto Rs. 5000/- in each case Upto Rs. 2500/- in each case
48.	To remit establishment and tools and plants charges in case of contributory work.	S.E.	Full Powers, when the cost of work is less than Rs. 2,000/-

SECTION -VII

(Write-off of losses)

Note:- In all cases of loss of Nigam property or stores, the authority competent to write it off should first undertake an investigation into the circumstances leading to the loss. If it is found that the loss been occasioned by fraud or negligence he should:

- (a) In the case of Nigam servant submit a report to the authority competent to take disciplinary action or if he himself is the competent authority proceed to take appropriate action, and
- (b) In the case of any other person, take such steps as may be appropriate to recover the value of the loss or initiate other proceedings, as the case may be.

After necessary action has been taken, the authority specified in the Delegation of Powers may write-off the loss to the extent indicated. A report setting out the circumstances in which the loss occurred, the person or persons responsible for the loss, the action, if any, taken against the person responsible for the loss and a copy of the action to the write-off should be sent to the AO/CCOA.

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
49.	To sanction the write-off of advances which they may have the power to sanction provided they are irrecoverable after recording complete reasons & justification.	1. WTDs 2. CE/HOD/Dy. CE / ZCE/ACE	Full Powers Upto the limit of Rs. 5,000/- in each case
50.	To sanction the write-off the value of all types of stores & tools & plants, Sub-Stations and line materials, property etc. (a) Lost/destroyed or damaged by accident or natural calamity.	1. WTDs 2. CE/ACE/Dy. CE /ZCE/HOD 3. S.E. 4. XEN	Full Powers Upto the limit of Rs. 50,000/- in each case Upto the limit of Rs. 10,000/- in each case Upto the limit of Rs. 3000/- in each case.
	(b) Theft/negligence/fraud.	1. WTDs 2. CE/ZCE/HOD 3. Dy. CE 4. S.E.	Full Powers Rs. 50000/- in each case Rs. 25000/- in each case Rs.7500/- in each case
Note: - If full value by way of auctions or otherwise not recovered.			
51	To sanction the write-off the tools & plants which have become unserviceable after fair wear & tear.	HOD/SE/XEN	Full Powers
52	To sanction after due investigation the write-off of loss of measurement books which have been lost.	HOD/CE/ACE/Dy. CE/SE	Full Powers
53	To sanction after due investigation the write-off of loss of receipt books and books of Accounts.	HOD/CCOA/CE/Z CE/ACE/Dy. CE	Full Powers
54.	(a) To write-off Unserviceable or surplus article of tools & Plants.	XEN/CAO/Sr. AO	Full powers provided that : (i) Their full value or a reasonable portion of it has been recovered by sale or public auction or otherwise. OR (ii) The officer exercising the power certifies after having destroyed them, in case the material being of no value or utility Full powers provided that their full value or a reasonable portion of it has been recovered by sale or public auction or otherwise; OR The officer exercising power certifies having destroyed them being of no
	(b) Tents which have become unserviceable by use for three years or more.	XEN	
	(c) Any unserviceable item of office/Rest house furniture and equipment, cost of which does not exceed Rs.5000/-.	HOD/SE/Sr. RO, Delhi with the concurrence of A.O	

			use and value.
55	To sanction estimates for losses on surplus or unserviceable stock and on their destruction or sale by the public auction at less than the book value (losses being reckoned as the different between the book value and the sale proceeds).	1.CE/ACE/Zonal Chief 2. S.E.	Full Powers. Upto a limit of Rs. 10,000/- subject to the not below.
Note: - Stock can be declared surplus only after reference have been made to all Executive Engineers in the technical branch & it has been ascertained that they do not require it or the cost of transportation to the point where it is required will make it un-economical. Procedure prescribed in Store Manual /Disposal of surplus stores manual shall be followed invariably.			
56	To rectify/remove discrepancies in the Accounts and waive recoveries relating there to.		
	(i) To forego recovery of irregular expenditure only (not applicable for revenue of the Nigam). (ii) To write off an expenditure which has become irrecoverable. (iii) To waive objection.	CCOA/HOD/CE/ACE	Upto a limit of Rs. 5000/- in each case.
Note: - The detailed procedure laid down in Rule 20 to 23 of GF& AR (Part-I) will be followed while exercising the powers under item no. 50 to 55.			

SECTION-VIII

(Miscellaneous Charges)

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
57	To sanction Compensation for crops destroyed or property damaged in execution of electrical woks on the basis of verification/ award of Revenue authorities not below the rank of Naib -Tehsildar.	1.CE/ACE/ZCE 2.SE 3.XEN 4.AEN	Full Powers Upto Rs. 10000/- for each farmer /Owner of property Upto Rs. 6000/- for each farmer /Owner of property Upto Rs.3000/- for each farmer /Owner of property
Note: - 1. Powers at Sl.No.1 to 4 will be exercised in consultation with concerned senior most Accounts Official/Officer. 2. The payment is to be made through Account payee cheque. However, if the beneficiary requests in writing, payment up to Rs. 5,000/- only can be made in cash subject to attestation of the acknowledgement by local Revenue Authority or the JEN/AEN of RVPN.			

58(a)	To sanction compensation under the Workmen Compensation Act, 1923 or under any law for the time being in force.	CE/Zonal Chief /SE in consultation with DDP/P.O.	Full Powers
58 (b)	To sanction compensation under the Workmen Compensation Act, 1923 or under any law for the time being in force where no award from any other authority is necessary.	Secretary /CE/ACE/CCOA /Dy. CE/ Zonal In Charge /SE in consultation with DDP/ P.O.	Full Powers
58(c)	To sanction compensation under approved scheme of the Nigam to such employees who are not covered under Workmen compensation Act or E.S.I. Act.	CMD in consultation with Director (F&CA)	Full Powers
59(a)	Power to sanction hiring of accommodation for office from external source other than Govt. (i) In cities having population of one lac and above. (ii) In cities having population less than one lac.	1. CMD 2. Secretary /CE/ACE/CCOA //ZCE 3. Dy. CE/SE 4. XEN 1. CMD 2. Secretary/CCOA /CE /ACE 3. Dy. CE/SE 4. XEN 5.AEN	Full Powers. Rs.9,000/- per month in each case Rs.6,000/- p.m. in each case Rs.2,250/- p.m. in each case Full Powers Rs.4,800/- p.m. in each case Rs.3,000/- p.m. in each case Rs.900/- p.m. in each case Rs.600/- p.m. in each case
Note:- The above powers will be exercised subject to the assessment of fair rent to be made by the Civil Wing on the pattern of P.W.D.			
59(b)	To hire land & accommodation for storing Nigam materials.	1. CE/Dy. CE/Zonal CE 2. S.E. 3.XEN	Rs. 10,000/- p.m. in each case Rs. 5,000/- p.m. in each case Rs. 2,500/- p.m. in each case
59(c)	Hiring of residential accommodation for consultants etc. in whose case accommodation is to be arranged by the Nigam according to the contract.	CE/ACE//ZCE	Upto 20% above the rent assessed under rules.
60(a)	To sanction purchase of private land on the basis of fair price certified by Revenue Authority/local bodies like Sub Divisional Officer/J.D.A/U.I.T/Municipalities in Urban areas within their respective area.	1. WTDs 2. CE/ACE/Zonal Chief Engineer	Full Powers Rs. 5 lac in each case for approved Scheme.
60(b)	To sanction purchase of land	1. CE/ACE/Zonal Chief	Full Powers

	on lease from Govt. /RIICO/JDA/UIT/Municipalities /Panchayat.	Engineer/SE	
61(A)	To sanction repairs of Nigam's vehicles including purchase of spare parts, Tyres, Tube & batteries after call of tenders or from the authorized dealers after obtaining price quotation for the same.		
	(a) Light Vehicles.	1. Secretary/CE/ACE/ Zonal Chief/HOD 2. Dy. CE/SE/CAO 3. XEN /Sr. RO, Delhi 4.A.S(I/C) vehicle in GAB/AEN.	Full powers Rs. 40,000/- at a time Rs. 10,000/- at a time Rs. 5000/- at a time
	(b) Heavy vehicles.	1. CE/ACE/Zonal Chief 2. Dy. CE/SE 3. XEN 4.AEN	Full Powers Rs. 80,000/- at a time Rs. 20,000/- at a time Rs. 5000/- at a time
Note: - Cash payment up to Rs. 5000/- can be made for repairs of Nigam's vehicles including purchase of spare parts, tyres, tube & batteries. Note inserted vide order No. 222 dated 9.8.2010 (RVPN F&R No. 676) ratified vide order No. 245 dated 31.8.2010 (RVPN F&R No. 682).			
61(B)	To sanction retreading of tyres	SE	Full powers by call of tenders.
61(C)	To transfer savings in respect of POL from one vehicle to other which is on the road within the ceiling of available budget provisions.	1. CE/ACE/ZCE/HOD 2. SE	Full Powers within wing/Zone Full Powers within Circle.
61(D)	To transfer savings in respect of R&M of vehicle and purchases of tyres, tubes & batteries from one vehicle to other which is on the road within the ceiling of available budget provisions.	1. CE/ACE/ZCE/HOD 2. SE	Full Powers within wing/Zone Full Powers within Circle.
62(a)	To purchase paper, stationery Articles (other than required for Computer)/ Printed forms/registers, Log sheets etc. after call of tenders/quotations.	1. CE level Committee consisting of (a) CE(MM) (b) CCOA and (c) One CE to be nominated by the CMD 2. SE level committee consisting of (a) SE (TLPC/SSPC) to be nominated by CE(MM) (b) one of the SE of TCC (c) CAO(MM) 3(i) Secretary	Full Powers Rs. 25 lacs in each case Full powers in respect of purchase for G.A.B. stores

		3.(ii) CE/HOD/CCOA/ ACE/Zonal Chief 4. Dy. CE/SE/CAO 5.XEN/Sr.AO/DDP/PO/ AO 6.A.En /Head of office	Rs. 50,000/- in each case but upto Rs. 5 lacs in a year, Rs. 50,000/- in each case but upto Rs. 2 lacs in a year, Rs. 5000/- in each case but upto Rs. 20,000/- in a year, Rs. 2500/- in each case but upto Rs. 10,000/- in a year.
62(b)	To purchase paper, stationery articles (other than required for computers)/ printed forms, Registers etc. without call of tenders and obtaining NAC from Stores organizations.	1. HOD 2. Company Secretary 3. Head of Office	Upto Rs. 2,500/- at a time subject to Rs. 25,000/- in a year Upto Rs. 1,000/- at a time subject to Rs. 15000/- in a year Upto Rs. 500/- at a time subject to Rs. 5000/- in a year Substituted vide order No. 933 dated 20.11.07 (F&R No. 455)
62(c)	To purchase paper at Mill Rate (Provided the paper is not available with stores organizations).	1. Secy/CE/ACE/ZCE/ CCOA 2. Dy. CE/SE	Full Powers Rs 25,000/-
Note: The above powers are subject to availability of Budget provisions and with the conditions that papers being purchased is not available in the stores (NAC to be obtained).			
62(d)	To purchase the stationery articles from the firms holding rate contracts within/outside Rajasthan after obtaining price quotation.	1. Secy/CE/ACE/ZCE/ CCOA 2. Dy. CE/SE	Full Powers Upto Rs. 25,000/- in each case.
63	To approve binding of registers, vouchers etc.	1. Secy./CE/ACE/Zonal Dy. CE/CCOA 2. Company Secretary 3. SE/CAO 4. Sr. A.O. 5. XEN/A.O. 6. AEN	Full Powers Full powers for Minutes Book, Agenda, Files, Registers etc. Rs. 50,000/- per annum. Rs. 12,000/- per annum. Rs. 10,000/- per annum. Rs. 4,000/- per annum. Substituted vide order No. 933 dated 20.11.07 (F&R No. 455)
64(i)	To get forms/registers/log-sheets printed, perforated, punched and ruled for offices under them.	1. Secy/CE/ACE/CCOA /Zonal Dy. CE/SE 2. Zonal Sr. AO/AO/XEN 3. AEN	Full powers subject to budget provisions Rs. 12,000/- per annum Rs. 5,000/- per annum
64(ii)	To award rate contract for printing, binding etc. after wide publicity.	HOD/Functional Heads	Full Powers
Note: - Applicable for 64(i) & 64(ii) (i) The Forms/Registers which are got printed centrally by the CCOA shall not be got printed by any other authorities by exercising the powers delegated under this items. (ii) The ceiling of budget shall not be applicable in case of Forms/Registers got printed by CCOA, while by the other authorities the powers under this items are to be exercised subject to budget provisions.			
65	Printing of rules, regulations, compilation of circulars,	1. Secretary 2. CCOA	Full Powers Full powers for Budget &

	Budget, Annual Statement of Accounts & reports & other booklets etc.	3. Company Secretary 4. CAO (P&F-Cont.)	Accounts & Annual Statement of Accounts. Full powers for Balance Sheets and other documents with the permission of the CMD. Substituted vide order No. 933 dated 20.11.07 (F&R No. 455) Full powers for printing of Rules and Regulations. CAO (P&F-Cont.) in place of Secretary (Admn.) has been substituted vide order No. 24 dated 25.5.2012 (RVN F&R No. 800)
Note: - The Secretary may at his discretion entrust the work of printing on schedule rates of Govt. of India/Govt. of Rajasthan (with discount), if any, as the case may be after obtaining minimum quotations of at least three leading Presses at Jaipur.			
66.	Purchase of Books and periodicals (a) For GAB Library (b) For Office use	Secretary Head of office/ Company Secretary	Full Powers Full powers subject to budget provisions. (Substituted vide order No. 933 dated 20-11-07 (F&R No.-455)
Note: - This will not cover the purchase of News papers and magazines for which the norms as prescribed by the JMC have to be followed.			
67	To purchase furniture, equipment, linen, crockery etc. for the Guest House / Rest House at Delhi or any other place under his control.	1. Secy/CE (In-charge)/Zonal Chief 2. SE (I/C)/ Sr. RO (I/C of R.H.) . Words 'Sr. A.O.(I/C)' is substituted by 'Sr. RO (I/C of R.H.)' vide order No. 451 dated 18-06-05 F&R No.-279) 3. XEN (I/C) 4. AEN (I/C)	Full Powers Upto Rs. 5000/- in each case subject to a limit of Rs. 50,000/- in a financial year for each Rest House. Upto Rs. 2500/- in each case subject to a limit of Rs. 25,000/- in a financial year for each Rest House. Upto Rs. 1000/- in each case subject to a limit of Rs. 5,000/- in a financial year for each Rest House/Rest Room.
Note: - 1. The delegation of powers to the respective authorities are subject to budget provisions. 2. For the purchase of special equipment not normally provided i.e. Radio, FAX, Photocopier, Computer, Television, Air Conditioners, Refrigerator etc. the sanction of CMD will be obtained.			
68(i)	To accord Administrative approval to purchase, computing systems such as computers, servers, Laptop/ Notebooks etc, hardware/ Networking components system Software(s), Application Software(s), Proprietary software(s)/ hardware (for computing system/networking)	1. WTDs 2. Director 3. CE/HOD	Full Powers Rs. 5 lacs in each case Rs. 1 lac in each case

	component, printers & plotters, other computer peripherals/accessories, Air-conditioners, Computer furniture Vacuum cleaners, Water coolers/Purifiers and other equipments/ Electronic gadgets/instruments for office use such as Photostat machine, Fax Machine, Telephone Instrument etc with associated Civil & Electrical works etc., (Cost of each component needs to be shown separately in the proposal for administrative approval).			
68(ii)	To accord administrative approval for award of job work / taking service related to computerization/ customized utility software development/up-gradation & modification of existing software/data filling/data/recovery/web development and services/system study and implementation/ digitization /photo copying along with necessary stationery/consumables for such works/services etc.	Head of Deptt./ CCOA/CE/ACE /Dy. CE	Full Powers	
68(iii)	To approve purchase of computing systems such as computers, servers, Laptop/ Notebooks etc., hardware /Networking components system Software(s), Application Software(s), Proprietary software(s)/ hardware (for computing system/networking) component, printers & plotters, other computer peripherals/accessories, Air-conditioners, Computer furniture, Vacuum cleaners, Water coolers/Purifiers and other equipments/ Electronic gadgets/instruments for office use such as Photostat machine, Fax Machine, Telephone Instrument etc. with associated Civil & Electrical works etc., after obtaining the necessary administrative approval of	<ol style="list-style-type: none"> 1. WTDs 2. Director 3. CE(MM)/CE(PPM) 4. HOD/CE/ACE/ ZCE/CCOA/Secy. 5. Dy. CE/SE 	<p>Full Powers. Upto Rs. 50 lacs in a year.</p> <p>Upto Rs. 25 lacs in a year.</p> <p>Upto Rs. 10 lacs in a year.</p> <p>Upto Rs. 5 lacs in a year</p>	<p>For proprietary Software/Hardware (for commuting system/ Networking) components on single tender basis from authorized dealer, distributor</p> <p>Full Powers Upto Rs. 5 lacs in a year.</p> <p>Upto Rs. 2 lacs in a year.</p> <p>Upto Rs. 1 lac in a year.</p> <p>-</p>

	the competent authority as given at (i) above.			
68(iv)	Purchase or additional system software, application software, proprietary software /hard ware (for computing system/Networking) components not purchased initially with computing / networking system or new requirement due to up-gradation/obsolescence.	1. WTDs 2. HOD/CE/ACE/ ZCE 3. Dy. CE/SE/CAO.	Full Powers Rs. 50,000/- in each case subject to limitation of Rs. 2 lacs in a year. Rs. 10,000/- in each case subject to limitation of Rs. 30,000/- in a year.	
68(v)	To accord sanction for annual maintenance for computing system along with associated system software, printers/plotters, other Computer peripherals /accessories. Air conditioners /AC system, equipments / electronics gadgets / instrument for office use and other office equipments such as water Coolers, Water Purifiers, Fax / Photostat machine etc. installed at offices/non-residential building and GSS's and annual support services for implemented IT system utility /customized software. Note: - The authorities delegated the power under this item at (i) can make advance payment towards AMC upto the tune of Rs. 25000/-in each case. (Inserted vide order No 461 dated 11-06-07 (F&R No.- 404).	(i) HOD/Zonal Chief /CAO/ACE/Secy. (ii) Dy. CE/SE	Full Powers Upto Rs. 50,000/- per annum.	
68(vi)	To award job work/taking services related to computerization/customized utility software development /up-gradation & modification of existing software/data filling/data / recovery /web development and services /system study and implementation /digitization/photo copying along with necessary stationery /consumables for such works/services etc. subject to prior administrative approval of the authority prescribed in 68	HOD/Zonal Chief Engineer /CAO	Full Powers	

	(ii) above.		
68(vii)	<p>(a) Purchase of computer stationery, removable/portable storage media such as floppy, CD/DVD, Magnetic tapes etc., computing system memory up-gradation such as hard disks, RAM etc. computing system up-gradation by necessary internal additional cards, printer /plotter cartridges/ ribbons, refills, computer books, manuals, drawing sheets folder etc., including binding and any other computing system consumable.</p> <p>(b) Purchase of computer stationery, removable/portable storage media such as floppy, CD/DVD, memory up-gradation cables, hard disks, Magnetic Tapes, Pen Drives, ribbons, Ink, refills, Papers, computer books & manuals, drawing sheets folder etc., including Photo copying & binding and any other computing system consumables. (Substituted vide order No. 933 dated 20.11.07 (F&R No. 455))</p>	<p>1 Secretary/HOD/CE (PP&M) / CE (MM) / Zonal Chief / CCOA. 2. CAO/SE 3. XEN/Sr. AO/AO</p> <p>1.Company Secretary</p>	<p>Full Powers</p> <p>Upto Rs. 25,000/- at a time subject to maximum of Rs. One lac in a year.</p> <p>Upto Rs. 5,000/- at a time subject to maximum of Rs. 50,000/- in a year.</p> <p>Full Powers.</p>
68(viii)	To sanction repair of computing system, hardware / networking components, electronic and other items etc. given at item 68(iii).	<p>1.HOD 2. Dy.CE/SE/ CAO 3.XEN/Sr. AO 4. Head of Office</p>	<p>Full Powers</p> <p>Upto Rs. 20,000/- in each case Upto Rs. 5,000/- in each case Upto Rs. 2,500/- in each case</p>
68(ix)	To sanction IT training expenditure related to computing system/networking items operation and regular upkeep, system /application/utility software operations and implementation, IT system operation and implementations etc. to officer(s)/officials under their respective control / jurisdiction subject to prior administrative approval of the CMD.	HOD	Full Powers
<p>Note :- (1) The powers delegated to the Head of Deptt. and other officers should be exercised subject to budget provision. (2) The authorities/officers shown in column 3 against item 68 (iii), (iv) and (vii) can also purchase the items/articles described in column 2 from firm holding DGS&D rate</p>			

<p>contract upto the financial limits prescribed in column 4.</p> <p>(3) The items of proprietary nature covered under item 68 (iii, iv & viii) may be purchased from the manufactures on single tender basis.</p> <p>(4) The authorities/officers shown in column 3 against item 68 (v) and (vi) can undertake negotiation and make counter offer as per conditions and procedure enumerated at Note-1 given at the start of section-II (Contracts & Tenders) of D.O.P. (Inserted vide order No 980 dated 13-12-07 (F&R No.- 461)</p>			
69 (a)	To sanction decremental amount awarded by the court against the Nigam.	1. CMD 2. Secretary/HOD (Law) 3. Zonal Chief 4. SE	Full Powers Upto Rs. 5,000/- in each case Upto Rs. 5,000/- in each case Upto Rs. 2,500/- in each case
<p>Note: - The powers delegated to the Secretary will be subject to fulfillment of the following condition :-</p> <p>(1) that the decree was not granted ex-parte.</p> <p>(2) that the case was contested according to the advice of Legal section.</p> <p>(3) that the appropriate head of account to debit the expenditure exists in the Budget Order No. RSEB/F&R/F/D.11 dated 28.1.1985. If not exists, approval of CMD and Director (F&CA) is obtained immediately.</p>			
69(b)	To sanction the fine/interest / fees/costs awarded by courts/statutory bodies.	1. CMD 2. HOD(Law)	Full Powers Upto Rs.10,000/- in each case
69(c)	To incur legal expenses of all types/nature including typing charges etc.	1. CMD 2. HOD(Law) 3. OIC & Addl. OIC	Full Powers Rs. 10,000/- in each case Upto Rs. 2000/- in each case
69(d)	To sanction fee bill of advocates.	1. CMD 2. HOD(Law) 3. Officer In charge /Addl. OIC	Full Powers Rs.10,000/- in each case & full power where fee is approved by CMD . Full powers to the extent the approved fees.
69(e)	To appoint OIC/Addl. OIC in court cases, & cases before statutory bodies and Arbitrator.	1. HOD(Law) 2. CE/ACE/Dy. CE /SE	Full Powers. Full Powers to appoint OIC /Addl. OIC for cases pertaining to them. For lower courts up to DJ Courts.
69(f)	Appointment of Advocates in court cases, & cases before statutory bodies and Arbitrator.	1. HOD(Law) 2.CE/ACE/Dy. CE/ SE/HOD	Full Powers to appoint advocates for cases pertaining to them, for lower courts up to DJ courts from the approved panel on approved fees
69(g)	(a) To make statutory payments like license, registration and inspection fee etc.	Head of Office	Full Powers
	(b) To make statutory payments like license, registration and inspection fee, ROC fee, and M.C.A. related works like, documentation filing fee etc. and Pre certification/ Consultancy fee/other fee	Company secretary	Full Powers

	payable to practicing CA/CS/ICWA or other professionals. Substituted vide order No. 933 dated 20.11.07 (F&R No. 455).		
Note: - Statutory payments can be made even in absence of budget provision, which may be sought in the RBE. In no case such expenditure made by the HOO will be placed as Misc. Advance.			
70	To award contracts for consultancy Charges.	1. WTDs 2. Director 3. CE/ZCE/HOD	Full Powers Rs. 5 lacs in each case Upto Rs. 2.5 lac in each case (after call of tenders)
71	To condone delay in submission of claim by a supplier/contractor against any purchase/work order which has become time barred under section 3 of the Limitation Act, 1963, if the supplier or contractor makes an application or request in this behalf.	WTDs	Full Powers
Note: - (i) The period of limitation shall be counted from the date on which the claim becomes due. (ii) In case any Supplier or contractor is involved in more than one purchase/ work order awarded by same or other authority of Nigam, the Limitation Act, 1963, shall be applied for each purchase/work order. (iii) An indemnity bond in the prescribed format mentioning that the payment for which claim is submitted has not been received by him (Claimant) would also be necessary. (iv) The above powers are to be exercised after scrutinizing/vetting the cases by the Accounts wing.			
72 (a)	To sanction expenditure on working lunch/dinner refreshment in the meetings of Board of Directors/Co-ordination Committee/HOD and others as may be approved by the CMD.	1. CMD 2. Director 3. Secretary/HOD/ Company Secretary	Full Powers Upto Rs. 10,000/- in each case Upto Rs. 3000/- in each case (Substituted vide order No. 933 dated 20-11-07 (F&R No.-455))
72(b)	To sanction expenditure on Tea & refreshment for (a) Official meeting (Substituted vide order No. 933 dated 20-11-07 (F&R No.-455) & further substituted vide order No. 1219 dated 22.09.08 (F&R-527) (b) VIP Visits Lunch /Dinners /and & refreshment.	1. CMD 2. Whole Time Directors 3. HOD/ Company Secretary 4. SE/CAO/Sr. AO 5.XEN/AO 1. CMD 2. Directors 3.CE/ACE/ZCE/HOD /CCOA	Full Powers. Rs. 2500/- per month Rs. 20/- per member upto Rs. 1000/- pm. Rs.15/- per member upto Rs. 500/- pm. Rs.10/- per member upto Rs. 150/- pm. Full Powers Rs.25,000/- Rs. 300/- per member
73	To sanction expenditure on foundation stone laying /inaugural function at GSSs. (Limit enhanced vide order No. 407 dated 07.05.08 (F&R No. 499).	1. CMD 2. HOD/ZCE	For 400 kV/220 kV GSS Full Powers Upto Rs 50,000/- For 132 kV GSS Full Powers Upto Rs 40,000/-

Note: - Where, in such function the Chief Guest is the Honourable Governor and/or the Chief Minister, the expenditure ceiling would be double of the amount fixed as above.			
74	To sanction advance payment of line block charges to the Railways.	1. Chairman & Managing Director 2. Director(T&C) 3. ZCE(T&C) 4. Circle SE	Full Powers Upto Rs. 10.00 lacs in each case Upto Rs. 5.00 lacs in each case Upto Rs. 2.50 lacs in each case
74(a)	To sanction advance payment in each case to the Forest Department for compensatory afforestation including payment towards net present value of the land required in connection with laying of transmission lines through forest and other related matters as per prevailing law.	1. CMD 2. Director (P&R) 3. CE/ZCE(T&C) 4. Circle SE	Full Powers Rs. 100 lakhs Rs.50 lakhs Rs 10 lakhs (Inserted vide order No. 260 dated 31-03-05 (F&R No.-265)
75	To sanction payment of charges for Electricity /Water /Telephone connections etc.	Head of the office	Full Powers
76	To sanction repair and maintenance of office equipments (including furniture) not covered under item No. 68 (viii).	Head of office/ Company Secretary	Full Powers (Substituted vide order No. 933 dated 20-11-07 (F&R No.-455)
77	To transfer savings from one general expenditure head to other general expenditure head.	1. HOD 2. SE	Full Powers Full powers within his Circle.
78	To award contract for courier services (After call of open tender).	HOD	Full Powers

REVISED DELEGATION OF POWERS TO THE OFFECERS OF NIGAM IN CIVIL WING
(Effective from 07-07-2004)
Modified upto 30.06.2012

- Note: - 1. The delegation of powers are subject to administrative and technical sanction and budget provision.
2. The powers are to be exercised with the concurrence of respective Accounts Authority.

Item No.	Nature of Powers	To whom delegated	Extent of delegation
1	2	3	4
1.	To accord tech .sanction to the detailed original, revised or supplementary Estimates including deposit/ contribution works subject to the condition that fresh Administrative sanction is sought if the detailed revised supplementary estimates exceed by 10% or where there are material deviation from the original proposals even though the cost of same may possibly be covered by saving on other items.	1.CE/ACE/Dy. CE 2. SE 3. XEN	Full Powers Upto Rs. 50 lacs in each case Upto Rs. 10 lacs in each case Note: - Above limits are exclusive of charges for contingencies & establishment and Tools and Plants. (Substituted vide order No. 472 dated 14-6-2007(F&R No. - 408)
2.	To accord Admn. approval for original civil works. I. For Admn. Bldgs. II. For Additions & Extensions in Admn. Buildings.	1. WTDs 2. CE 3. Dy. CE/SE 1. WTDs 2. CE/Secretary 3. Dy. CE 4. SE Note: - For additions & extension in rented buildings, these powers will be exercised by CE(Civil) /Secretary for putting up temporary structure only.	Full Powers Upto Rs. 5.00 lacs in each case Upto Rs. 2.00 lac in each case Full Powers Rs. 1.00 lac in each case Rs. 0.50 lac in each case Rs. 0.25 lac in each case
3.	To accord Admn. approval for original civil works of Residential buildings subject to approved plan and site of colony and approved design.	1. WTDs 2. CE	Full Powers Upto Rs.5.00 lacs in each case
4.	To accord Admn. approval for additions, extensions, alterations and improvements in the existing residential buildings subject to specific budget provision.	1. WTDs 2. CE 3. Dy. CE 4. SE Note: - R&M budget provided shall not be utilized for this purpose.	Full Powers Rs. 0.50 lac in each case Rs. 0.20 lac in each case Rs. 0.10 lac in each case
5.	To sanction advance payment to the State/Central Govt. Deptts. & State / Central Govt. undertakings for execution of the Nigam's work including the jobs required to be performed for survey and investigation of the major and minor projects.	1. WTDs 2. CE 3. Dy. CE 4. SE 5. XEN	Full Powers Rs. 10.00 lacs in each case Rs. 5.00 lac in each case Rs. 3.50 lac in each case Rs. 0.50 lac in each case

6.	To sanction advance payment to reputed Firms / concerns other than Govt./ Govt. undertakings for original works/Rate contract work like maintenance of Elevators by OTIS, Air Conditioners of Voltas/Batliboi etc.	1. CMD 2. CE	Full Powers Upto 100% in case of service and maintenance contracts subject to maximum of Rs. 2.50 lacs in each case
7.	To accord technical sanction for ordinary repair and maintenance including minor electric works.	1. SE 2. XEN	Full Powers Upto a limit of budget allotment.
8.	To sanction estimate for special repairs including electric works.	1. CE 2. Dy.CE 3. SE Note:-Prior approval of CE(civil) will be required if such special repairs warrants change from approved design	Full Powers Upto Rs. 2.50 lacs in each case Upto Rs. 1.25 lac in each case
9.	To sanction payment without schedule or rates for Addl. Items not provided for in a sanctioned estimated / tender.	1. WTDs 2. CE 3. Dy. CE 4. SE Note: - 1. The overall value of work including such items should not exceed original financial powers. 2. For Justification, computation of price per unit analysis of rates should invariably be done to assess reasonability of rates. 3. Such matters shall be reported to next higher authority.	Full Powers Upto 10% of work order or Rs. 1.00 lac whichever is less, in each case. Upto 5 % of work order or Rs. 0.50 lac whichever is less, in each case Upto Rs. 5000/- on each separate item but not exceeding Rs. 30,000/- or 5% of total cost of work whichever is less, in each case

10.	To award tender for civil works including supply of material for these works.	1. WTDs 2. CE/ACE/Dy. CE 3. SE 4. X.EN Notes: - 1. Powers are subject to condition that the tender premium do not exceed the sanctioned estimate by more than 20% 2. If the tendered amount exceeds the estimated amount by more than 20%, the powers will be exercised by the next higher authority. Where 'G' schedule is based on previous year's BSR and tender received when evaluated on current BSR do not show any increase over current BSR, then tender need not be referred to next higher authority provided it is certified that revised estimate has already been submitted to the competent authority for sanction. 3. When a tender other than lowest is accepted, detailed reasons for not accepting the lowest tender(s) should be recorded and intimated to next higher Authority. 4. In case only single responsive/qualified tender is received in response to open NIT, the next higher authority/Committee may decide to sanction or re-invite after recording reasons.	Full Powers Upto Rs. 150 lacs in each case Upto Rs. 50 lacs in each case Upto Rs. 10 lacs in each case Note: - The Dy. CE (Civil) is also authorize to sanction the tender cases, where the tendered amount for Civil works including supply of material for the works is upto Rs. 50 lacs in each case and the tender premium is more than 20%. The tender above Rs. 50 lacs will also be sanctioned by Dy. Chief Engineer as per delegation of power. (Inserted vide order No.
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The WTD Committee shall however be competent to decide itself.

It would not be necessary to re-tender, if the number of responsive/ qualified tenders received is less than three, even after wide publicity and the Committee/authority is satisfied that the rates received are fair and reasonable. (Substituted vide order No. 945 dated 28-11-07 (F&R No. -457).

5. The total financial powers shall be inclusive of excess and additional (extra) items being sanctioned by competent authority under other relevant items of delegation of power.

6. The validity of rates of tenders for works shall remain open for acceptance for 120 days but the maximum period to sanction tender by various competent authorities shall be as under counting from the date of opening of tender.

S.No.	Details of tender	Technical wing Scrutiny	Accounts wing Scrutiny	Time line for processing of tenders
1.	Tender of the competency of XEN i.e. upto ` 10.00 Lacs in each case.	J.En- TA to XEN	Accountant of Division	To be decided in 30 days from date of opening of tender
2.	Tender of the competency of S.E. i.e. upto ` 50.00 Lacs in each case.	XEN Civil Dn. A.En -TA to S.E. (Civil)	AAO of Circle	To be decided in 45 days from date of opening of tender. In case SE is not able to decide the case in 45 days, the case shall be submitted to Dy.CE/ ACE/CE who will decide the case in 60 days from date of opening of tender
3.	Tender of the competency of Dy.CE /ACE/CE i.e upto ` 150 Lacs in each case.	XEN(Civil) Division XEN- TA /P.Cell of Dy. CE / ACE / CE	Sr. A.O.	To be decided in 45 days from date of opening of tender.
4.	Tenders to be accepted by WTDs.	--	--	120 days or extended by the tenderer.

If any tender is not sanctioned by concerned competent authority within above mentioned period, then it will be sanctioned only by next higher authorities depending upon time from the date of opening of tender. For example, if tender is in power of XEN but not sanctioned upto 30 days it will be sanctioned by SE/ Dy. CE/ACE/CE/WTD.

While recommending tender to next higher authority, the reasons of not sanctioning tender in stipulated period shall be indicated.

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		<p>In case where the tenders are to be processed by the Office/ authority who is not competent to sanction the tenders, care must be taken that not much time is taken in processing of tenders by such Office/authority and tenders duly processed and complete in all respects shall be forwarded to the competent authority at the earliest for timely finalization of the tenders.</p> <p>The above Note No. (6) shall not apply in respect of tenders already opened before the date of this amendment. (Substituted vide order No. 472 dated 14-06-07 (F&R No. -408)</p> <p>Note 6 substituted vide order No. 147 dated 15.9.2011 (RVPN F&R No. 750).</p>	
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11.	To reject tender after recording reasons.	<p>1. CE 2. Dy. CE/ SE/XEN</p> <p>Note:- In case of rejection of Tender on second and subsequent invitation, the same powers as indicated above will be exercised . A report will, however be sent to the next higher authority in these cases.</p>	<p>Full Powers Full powers for the tender accepted by them.</p>
12.	To undertake negotiations and sanction negotiated rates.	<p>1. W.T.D. 2. CE / Dy. CE / SE / EE (a) To undertake negotiations (b)To sanction negotiated rates:</p>	<p>Full powers.</p> <p>Full powers to the extent of monetary limit under item No. 10, irrespective of the tender premium.</p> <p>Full powers to the extent he is competent to sanction tender under item No. 10, and as per conditions prescribed. *(Substituted vide order No. 867 dated 29-10-07 (F&R No.-444) and ratified vide No. 912 dated 15.11.07 (F&R No.-453). Finally, substituted vide order No. 39 dated 21.01.08 (F&R No. 466) and ratified vide order No. 90 dated 11.02.08 (F&R No. 469)</p>

Negotiation shall be conducted subject to following conditions:

Conditions of Negotiation:

(a) Negotiations after tenders should be discouraged. It may, however, be undertaken only with the lowest tenderer in following circumstances:-

- (i) When higher ring rates / pooled rates have been quoted by the tenderers.
- (ii) When the rates are considered much higher than the prevailing market rates. Negotiation shall be undertaken for reduction in rates or on any commercial terms and conditions having implication on prices in exceptional circumstances. Negotiations will not make the original offer made by the tenderer inoperative. The sanctioning authority will have option to consider original offer in case the tenderer decides to increase rates originally quoted or imposes new terms and conditions affecting the prices on higher side.

(b) Procedure of Negotiation:-

- (i) Before recommending / conducting negotiation full justification should be recorded in writing giving comparative rates of such tenders.
- (ii) The lowest tenderer(s) shall be informed in writing through registered letters with minimum notice period of 7 days from the date of issue of letter. Further, the sanctioning authority may reduce this notice period to any extent provided the

<p>lowest tenderer have been informed timely by any means of communication and they have attended the negotiations. In case of non participation of lowest tenderer, the notice shall be served as per procedure.</p> <p>(iii) In case of non satisfactory achievement of rates from lowest tenderer, the sanctioning authority may choose to make a written counter offer to the lowest tenderer and if this is not accepted by him, the sanctioning authority may decide to reject and reinvoke tenders or to make the same counter offer first to the second tenderer then to the third lowest tenderer and so on in order of initial bidding and work order be awarded to the tenderer who accepts the counter offer.</p> <p>(iv) In case the rates even after negotiation are very high, fresh tenders should be invited. (Substituted vide order No. 889 dated 14.08.06 (F&R No. -329). (b) (ii) substituted vide order No. 223 dated 11.08.10 (F&R No.-677) ratified vide order No. 246 dated 31.8.2010 (RVPN F&R No. 683).</p>			
13.	To issue work order for original works upto Basic Schedule Rates (BSR) in emergency without inviting tender.	<p>1. CE 2. Dy. CE 3. SE 4. XEN</p> <p>Note: - 1. It is important to check the validity of the rates in the schedule from time to time by inviting bids for sufficiently large items of works covered by these rates. 2. Copy of work order be simultaneously endorsed to next higher authority.</p>	<p>Upto Rs. 1.00 lacs in each case Upto Rs. 0.75 lacs in each case Upto Rs. 0.50 lacs in each case Upto Rs. 0.25 lacs in each case</p> <p>Such powers should be exercised for recorded reasons. It is further stipulated that the powers for issuing works orders will not be exercised in normal cases but will be exercised in emergent cases and where exercise of such powers is beneficial to Nigam.</p>
14	To issue work order to other enlisted contractors without calling tenders on same rates and terms for remaining works in cases where the original contractor fails to give stipulated progress and decision has been taken by competent authority as per conditions of the contract (including splitting up of such incomplete works with permission of CE(Civil).	<p>1. WTDs 2. CE/Dy. CE/SE</p>	<p>Full Powers Full powers to the original sanctioning authority.</p>
15.	TO award contract for consultancy charges.	<p>1. WTDs 2. CE</p>	<p>Full Powers Upto Rs. 1.00 lacs in each case (After call of Tenders)</p>
16.	TO award contract to State /Central Govt. Deptt. /Undertakings for work of Survey and Investigation for sanctioned project.	<p>1. WTDs 2. CE 3. Dy. CE / SE</p>	<p>Full Powers Upto Rs. 25 lacs in each case Upto Rs. 1 lac in each case</p>
17.	TO award contract to other agencies for work of Survey and Investigation for sanctioned project.	<p>1. WTDs 2. CE 3. Dy. CE /SE 4. XEN</p>	<p>Full Powers Upto Rs. 10 lacs in each case Upto Rs. 1.00 lac in each case Upto Rs. 0.25 lac in each case</p>
18.	To issue orders to original or repairs of civil works upto the	1.CE	Upto Rs. 1 lac in each case

	sanctioned estimate rates, when no tender is received.	2. Dy.CE/SE Note:- Works will be awarded to registered contractors only and at BSR rates and after recording emergency.	Upto Rs. 0.50 lacs in each case
19.	To grant for recorded reasons an extension of time for the execution of works or supply of material or other performance of a contract.	1. WTDs 2. CE/Dy. CE/SE/XEN	Full Powers Full powers with or without compensation in case of contract accepted by them provided that the approval of the next higher authority is obtained in case the extension exceeds by a period equal to the time allowed for execution in the original contract, provided there is no extra financial burden on the Nigam as a result of grant of extension.
20	To remit or reduce for recorded reasons the penalty provided in the Agreements or contracts.	1. WTDs 2. CE/Dy. CE/SE	Full Powers Full powers in respect of contracts accepted by next lower sanction authority.
21	To revise the rate of contracts for agreements and to fix date from which the revision of rates should take effect.	WTDs	Full Powers
22.	a) To rescind contract for recorded reasons. b) To rescind contracts where such cancellation does not result in any loss to Nigam. c) To withdraw work from the contractor under clause 32 of the Agreement.	1. WTDs 2. CE/Dy. CE/SE CE/Dy. CE/SE/XEN 1. CE 2. Dy. CE/SE/XEN	Full Powers Full powers for contracts accepted by next lower authority. Full powers to the limit of his power of acceptance of contracts. Full Powers Full powers for contracts accepted by them.
23.	To make advance payment against procurement of cement.	1. WTDs 2. CE/Dy. CE/SE	Full Powers Upto purchase powers delegated under relevant delegation of powers.
24.	To sanction sale, disposal or demolition of a permanent building or structure declared unsafe or unserviceable.	1. WTDs 2. CE	Full Powers Upto book value of Rs. 0.50 lac in each case
25	To sanction removal/ demolition of a pucca structure to facilitate new construction as per approved plan/layout.	1. WTDs 2. CE	Full Powers Upto book value of Rs. 1.00 lac in each case
26.	To accord Admn. /Financial sanction for Misc. improvement of water supply system, sewerage system & roads etc.	1. WTDs 2. CE 3. Dy. CE 4. SE	Full Powers Upto Rs. 7.50 lacs in each case Upto Rs. 5.00 lacs in each case Upto Rs. 2.50 lacs in each case.