

NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
(FINANCE DEPARTMENT)

No. D-72/Fin/2013

Dated 9-5-2013

SUBJECT: DELEGATION OF FINANCIAL POWERS

In suppression of existing delegation of powers circulated vide No. 91/Fin 12/ dated 11/13-4-12 and partial modification order No. D/135/Finance dated 4.6.12, in exercise of powers and functions conferred upon me under Section 18 read with Section 400 of New Delhi Municipal Council Act, 1994 and also other powers enabling me in this behalf, I hereby order and direct that powers in respect of items specified in Annexure 'A', 'B' and 'C' shall be exercised by the officers to the extent enumerated therein.

2. Provisions of GFR, CVC guidelines, resolution of Council and CPWD Manual as revised time to time and adopted by Council shall be followed while exercising the powers.

3. These delegated powers will be exercised by the concerned officers in consultation with the Associated Finance (i.e. Sr. Accounts Officer, Accounts Officers & Assistant Accounts Officers) subject to proper internal checks and controls in their departments.

4. These delegated powers as specified in Annexure 'A' 'B' & 'C' shall be exercised subject to specific budget allotment, codal provisions and guidelines laid down as per NDMC Act, 1994. These powers will be further subject to the superintendence, direction and control of the undersigned as also General Financial Rules as amended from time to time.

5. The above delegation of powers are subject to restriction and provision of any orders issued by the Government as adopted by Council from time to time, as also the provisions contained in various codes/CPWD Manuals.

6. Copy of sanction orders shall be sent to Internal Audit Branch, Finance Department and Municipal Chief Auditor Department.

7. Powers of Engineer-in- Chief will be exercised by Secretary as there is no E-in-C in position.

8. Please acknowledge receipt.

Archana Arora
9-5-13.
(ARCHANA ARORA)
CHAIRPERSON

Encl: Delegation of power Annexure 'A', 'B' and 'C'

Copy to:

- | | |
|--|-------------------------------|
| 1. Secretary | 9. Addl Chief Engineers |
| 2. Legal Advisor/ Advisor (Revenue) | 10. Supdt. Engineers. |
| 3. Financial Advisor | 11. Executive Engineers |
| 4. Chief Auditor | 12. Chief Security Officer |
| 5. Chief Vigilance Officer | 13. Chief Security Officer |
| 6. All HODs/CEs/Directors | 14. Fire Officer |
| 7. Director (Co-ord/Council Secretariat) | 15. PS to Chairperson |
| 8. P.S. to Chairperson | 16. P.S. to Financial Advisor |

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT

Annexure 'A'

Sr. No.	Executive Engineer	Superintending Engineer	Additional Chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks
1	Administrative approval and expenditure sanction (AA&EA) for original works including special repairs	₹ 2Lakh	₹ 5 lakh	10Lakh	₹15 lakh	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
2	(a) Sanction of AR&MO estimates where the norms are approved by the Council (b) Sanction of estimate for road restoration work on duly approved rates and norms(Only for Civil Engineering Department)	a) Nil (b) Nil	(a) Nil (b) Nil	(a) Nil (b) Nil	(a) Nil (b) ₹ 50 Lakh in consultation with the AO(Works) where the norms and rates are approved by competent authority	These delegated powers will be exercised in consultation with the associated Finance (AO Works/Electrical) observing all codal formalities
3	Administrative approval and Expenditure sanction of estimates for repair of tools & plants articles	₹50,000/- against Budget Provision	₹2lakh against Budget provision	₹5 lakh subject to Budget Provision	₹10 lakh subject to Budget Provision	These delegated powers will be exercised in consultation with their associated Finance(AAO/AO as the case may be), observing all codal formalities
4	Technical sanction of estimates for repair of tools & plants articles	₹50,000/- against Budget Provision	₹2 lakh against Budget provision	₹5 lakh subject to Budget Provision	₹20lakh subject to Budget Provision	
5	(a) Technical sanction for original works and Special repairs. (b) Technical sanction for deposit works (including MLA LAD/MP LAD Works) for AR&MO works and Road restoration works	(a) ₹10 lakh Provided AA&ES is not exceeded by 10% (b) ₹5 lakh provided that the estimated cost is not exceeded by 10%	(a) ₹20lakh Provided AA&ES is not exceeded by 10%. (b) ₹8Lakh provided that the estimated cost is not exceeded by 10%	(a) ₹30lakh Provided AA&ES is not exceeded by 10%. (b) ₹10lakh provided that the estimated cost is not exceeded by 10%	(a) Full power Provided AA&ES is not exceeded by 10% (b) Full powers provided that the estimated cost is not exceeded by 10%	Full amount will be got deposited under the deposit work before incurring any liability in case the technical sanction exceeds estimated cost.

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72 Fin/2013 Dated 9-5-2013

Annexure 'A'

Page 1 of 7

Anil Kumar Arora
9-5-13

Sr. No.	Executive Engineer	Superintending Engineer	Additional chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks	
6	(a) Administrative approval to undertake deposit works including works under MLA LAD/MPLAD (b) Administrative approval to undertake deposit works in Electricity Department under DERC guidelines NIL	NIL	NIL	NIL	(a) Nil (b) Chief Engineer Electric will exercise full powers in respect of the 100% deposit works and ₹ 50lakh in respect of deposit works where NDMC portion is 50% or more relating to release of electric connection/increase in load etc in terms of policy/guidelines of DERC in consultation with associated A.O and submit quarterly details thereof to Chairperson NDMC	(a) In consultation with AO(Works/Electrical) (b) In consultation with AO(Electrical)	
7	(i) Award of work against tenders, acceptance of lowest tender (ORIGINAL WORKS)/Special Repairs (ii) Award of work against tenders, acceptance of lowest tender (AR&MO Works)/Road restoration works/Deposit works	(i) ₹10lakh against specific budget provision (ii) ₹5lakh against specific budget provision	(i) ₹ 20 lakh against specific budget provision. (ii) ₹8lakh against specific budget provision	(i) ₹30Lakh against specific budget provision (ii) ₹10lakh against specific budget provision	(i) ₹ 40 lakh against specific budget provision. (ii) ₹20 lakh against specific budget provision	(i) ₹ 50 lakh against specific budget provision. (ii) ₹25lakh against specific budget provision	These Powers are to be exercised in consultation with AAO by EE & in consultation with AAO(Works/Electrical) by SE, CE & E-In-C/Secretary.

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72 Fin/2013 Dated 9-5-2013
Annexure 'A'

Sr. No.		Executive Engineer	Superintending Engineer	Additional chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks
8	(i) Acceptance of Single tenders received against limited/open tenders (original Works)/Special Repairs (ii) Acceptance of Single tenders received against limited / open tenders in respect of AR&MO, Deposit works (including MLA LAD/MP LAD works) and road restoration works.	(i) ₹1 Lakh in consultation with A.A.O. (ii) ₹ 50,000/- in consultation with A.A.O.	(i) ₹5 lakh in consultation with A.O.(Works/Electric) (ii) ₹2 lakh in consultation with A.O.(Works/Electrical)	(i) ₹ 7Lakh in consultation with A.O.(Works/Electrical) (ii) ₹ 3Lakh in in consultation with A.O. (Works/Electrical)	(i) ₹ 10 lakh in consultation with A.O.(Works/ Electrical) (ii) ₹ 5 lakh in consultation with A.O. (Works/Electrical)	₹15 lakh in consultation with A.O.(Works/Electrical) (ii) ₹10 lakh in consultation with A.O.(Works/Electrical)	Full reasons should be recorded by the approving authority who should also guard against contractors, holding out unjustifiably higher rates
9	Supply order for proprietary items on single tender basis	Nil	Nil	₹5 Lakh in consultation with AO(Works/Electrical)	₹10 Lakh in consultation with AO(Works/Electrical)	₹15 Lakh in consultation with AO(Works/Electrical)	Full reasons should be recorded by the approving authority who should also guard against contractors, holding out unjustifiably higher rates
10	Award of work/supply order without call of tenders	₹50,000/- (₹ 10 lakh per annum)	₹ 1 lakh (₹ 20 lakh per annum)	₹ 1.5 Lakh (₹ 30 lakh per annum)	₹ 2 Lakh (₹ 40 lakh per annum)	₹ 4 Lakh (₹ 50Lakh per annum)	Powers are to be exercised with due justification in consultation with AAO by EE & in consultation with AO(Works/Electrical) by SE, CE & E-in-Chief/Secretary. Proper record/register is to be maintained to monitor annual ceiling limits. The progressive total value of powers already used will need to be mentioned at the time of fresh award of work/supply order.
11	Rejection of tenders	Upto delegated powers of acceptance of tenders in consultation with associated AO(Works/Elect)	Upto delegated powers of acceptance of tenders in consultation with associated AO(Works/Elect)	Upto delegated powers of acceptance of tenders in consultation with associated AO (Works/Elect)	Upto delegated powers of acceptance of tenders in consultation with associated AO(Works/Elect)	Upto delegated powers of acceptance of tenders in consultation with associated AO(Works/Elect)	

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72/Fin/2013 Dated 9-5-2013

Annexure 'A'

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Aradhana Prasad
9.5.13

Sr. No.		Executive Engineer	Superintending Engineer	Additional Chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks
12	Award of additional quantities of items stipulated in the contract Sanction of extra/substituted/items	10% of contract value or ₹ 1 Lakh whichever ever is lower Provided Estimate does not exceed by 10% (in consultation with AAO)	20% of contract value or ₹ 4 Lakh which ever is lower Provided Estimate does not exceed by 10% (in consultation with AO works/Electrical)	25% of contract value or ₹ 6 Lakh which ever is lower Provided Estimate does not exceed by 10% (in consultation with AO works/Electrical)	30% of contract value or ₹ 12 Lakh which ever is lower Provided Estimate does not exceed by 10% (in consultation with AO works/Electrical)	30% of contract value or ₹ 15 Lakh which ever is lower Provided Estimate does not exceed by 10% (in consultation with AO works/Electrical)	If the additions exceed beyond 10% revised AAGES of competent authority will be obtained
13	Grant of extension of time & levy of compensation	Upto 2 months when sanctioned cost of the work is within his power to accord TS (in consultation with AAO)	Upto 4months when sanctioned cost of the work is within his power to accord TS (in consultation with AO works/Electrical)	Upto 6months when sanctioned cost of the work is within his power to accord TS (in consultation with AO works/Electrical)	Upto 9 months (in consultation with AO works/Electrical)	Upto one year (in consultation with AO works/Electrical)	EOT is to be granted recording justified/unjustified hindrances in support of with or without levy of compensation.
14	(a) Purchase of stores/equipments born on DGSS&D rate contract through DGSS&D against sanctioned stock limit (b) Purchase of stores/equipments born on DGSS&D rate contract directly through agency against sanctioned stock limit	(a) Nil (b) Nil	(a) Nil (b) Nil	(a) Nil (b) Nil	(a) ₹25 Lakh following procedure as laid down in Chapter 6 of GFR in consultation with Accounts Officer(works/Electrical) (b) ₹10 Lakh following procedure as laid down in Chapter 6 of GFR in consultation with Accounts Officer(works/Electrical)	(a) ₹50 Lakh following procedure as laid down in Chapter 6 of GFR in consultation with Accounts Officer(works/Electrical) (b) ₹25 Lakh following procedure as laid down in Chapter 6 of GFR in consultation with Accounts Officer(works/Electrical)	(a) ----- (b) No Advance payment is to be made to agency when direct order is made on R/C basis.

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72/Fin/2013 Dated 9-5-2013

Annexure 'A'

Page 4 of 7

Aradhna Sharma
9.5.13.

Sr. No.	Executive Engineer	Superintending Engineer	Additional Chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks	
15	Purchase of building & road material (Civil Engg. Only) through call of limited /open tenders and against sanctioned estimate	₹2 lakh against sanctioned estimate	₹4 lakh against sanctioned estimate	₹6 lakh against sanctioned estimate	₹25 lakh against sanctioned estimate	₹50 lakh against sanctioned estimate	The powers will be exercised in consultation with Associated Finance, i.e. AAO/AO, as the case may be. Sanction of estimate for annual stock ceiling fixed by the Competent Authority will be done by CE
16	Purchase of items other than building & road material used in Civil and mechanical works of Sewerage/Water supply/Drainage Divisions through call of limited / open tenders and against sanctioned estimate.	₹2 lakh against sanctioned estimate	₹4 lakh against sanctioned estimate	₹6 lakh against sanctioned estimate	₹25 lakh against sanctioned estimate & following procedure as laid down in Chapter 6 of GFR in consultation with associated Accounts Officer	₹50 lakh against sanctioned estimate & following procedure as laid down in Chapter 6 of GFR in consultation with associated Accounts Officer	The powers will be exercised in consultation with Associated Finance, i.e. AAO/AO, as the case may be. Sanction of estimate for annual stock ceiling fixed by the Competent Authority will be done by CE
17	Purchase of equipment/ material by call of open tenders against sanctioned estimate (for electric only)	₹2 lakh against sanctioned estimate	₹4 lakh against sanctioned estimate	₹6 lakh against sanctioned estimate	₹25 lakh against sanctioned estimate	₹50 lakh against sanctioned estimate	The powers will be exercised in consultation with Associated Finance, i.e. AAO/AO, as the case may be. Sanction of estimate for annual stock ceiling fixed by the Competent Authority will be done by CE

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72/Fin/2013 Dated 9-5-2013

Annexure 'A'

Page 5 of 7

Aradhna Prasad
9.5.13

Sr. No.		Executive Engineer	Superintending Engineer	Additional Chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks
18	Sanction of expenditure under work contingencies including expenditure on ceremonies connected to laying of foundation stone and opening of public building	₹25,000/- or amount of contingencies in the approved estimate whichever is less.	₹40,000/- or amount of contingencies in the approved estimate whichever is less.	₹50,000/- or amount of contingencies in the approved estimate whichever is less.	₹ 1 Lakh or amount of contingencies in the approved estimate whichever is less.	Full powers to utilize available contingencies in approved estimate.	1. The powers will be exercised in consultation with AAO/ AO (works/Electrical) as the case may be. 2. The work contingencies will be strictly spent in terms of Para 4.1.5 Chapter 4 of CPWD Works Manual 2012
19	Approval of deduction item in respect of works/supply of material	Nil	Nil	Nil	Full powers for both material/works in consultation with AO(Works)	—	
20	Fore-Closure of contract	Nil	Upto delegated power of acceptance of tender in consultation with AO (Work/Elect) & no-fault of contractor.	Upto delegated power of acceptance of tender in consultation with AO (Work/Elect) & no-fault of contractor.	Upto delegated power of acceptance of tender in consultation with AO (Work/Elect) & no-fault of contractor.	Upto delegated power of acceptance of tender in consultation with associated AO & no-fault of contractor	
21	Rescinding of contract	Nil	Upto delegated power of acceptance of tender in consultation with AO (Work/Elect) & no-fault of contractor	Upto delegated power of acceptance of tender in consultation with AO (Work/Elect) & no-fault of contractor	Upto delegated power of acceptance of tender in consultation with AO(works/Elect) & action against the defaulter is taken as per guidelines / codal provisions.	Upto delegated power of acceptance of tender in consultation with AO(works/Elect) & action against the defaulter is taken as per guidelines / codal provisions.	

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72/Fin/2013 Dated 9-5-2013

Annexure 'A'

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Pushpa Shaw
9.5.13.

Sr. No.	Executive Engineer	Superintending Engineer	Additional chief Engineer	Chief Engineer	Engineer-in-Chief/Secretary	Remarks	
22	Acceptance of arbitration award	Nil	Nil	Nil	₹ 5 lakh in consultation with associated A.O. (Works/Electrical).	₹ 10 lakh in consultation with associated A.O. (Works/Electrical).	These powers are to be exercised in consultation with the Law Department where no appeal is to be preferred against arbitration award or where appeal filed against such awards has been dismissed.
23	To make advance payment	Nil	Nil	Nil	₹10, 000/- in each case out of work contingencies subject to codal provisions.	₹25, 000/- in each case out of work contingencies subject to codal provisions.	

- (1) The above delegation of powers are subject to restriction and provision of any orders issued by the Govt. as adopted by Council from time to time, as also the provision contained in various codes/CPWD Manuals.
- (2) Copy of sanction order shall be sent to Internal Audit Branch, Finance Department, and Municipal Chief Auditor Department.
- (3) All the financial powers as per above delegation shall be exercised by the concerned officers in consultation with the associated AAO/AO. In a division where there is no sanctioned post of AAO, the consultation with A.O will be done.
- (4) The Associated Finance (AAOs in divisions and AO Works/Electrical in the HQ) attached to EEs, SEs, CES will function under the technical supervision of Financial Advisor who may demand submission of specific proposals/information/ data for his scrutiny.
- (5) Powers of E-in-C will be exercised by Secretary as there is no E-in-C in position.

Archana Arora
 (ARCHANA ARORA)
 CHAIRPERSON

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF CIVIL / ELECT. ENGINEERING DEPARTMENT. No. D-72/Fin/2013 Dated 9.5.2013
 Annexure 'A'

Annexure 'B'

DELEGATION OF FINANCIAL POWERS FOR WORKS TO THE OFFICERS OF HORTICULTURE DEPARTMENT

S. No.	Nature of powers	Addl/Dy. Director	Director (H)	Secretary./Engineer-in Chief	Remarks
1.	Administrative approval and expenditure sanction to the estimate for original works/Special Repairs	₹ 50,000/-	₹ 2 Lakh	₹ 5 Lakh	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
2.	Sanction of AR&MO estimate against prescribed/ approved norms	Nil	₹ 2 Lakh	Full powers within the prescribed norms and budget provisions	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
3.	Administrative approval & Expenditure sanction for repairs to T&P articles	₹ 10,000/- against budget provision.	₹ 50,000/- against budget provision.	₹ 1 Lakh against budget provision.	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
4.	Administrative approval to undertake deposit works including under MPLAD/MLA LAD Schemes.	----	-----	₹ 20lakh	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
5.	Technical sanction for original works/Special Repairs	₹ 50,000/- provided PE is not exceeded by 10%	Full powers provided PE is not exceeded by 10%	---	---

Delegation of financial powers for works to the officers of Horticulture Department. No. B-72/Fin/2013 dated 9-5-2013 Annexure 'B'

S. No.	Nature of powers	Addl/Dy. Director	Director (H)	Secretary./Engineer-in-Chief	Remarks
1	2	3	4	5	
6.	Technical sanction for ARMO work, deposit work including MPLAD/MLALAD Schemes	₹ 25,000/-	Full powers provided PE is not exceeded by 10%	-----	Full amount will be got deposited under the deposit work before incurring any liability in case the technical sanction exceeds estimated cost.
7.	Administrative approval & Expenditure sanction for purchase of petty tools and plants	Nil	₹ 50,000/- against budget provisions	₹ 1 lakh against budget provisions	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities
8	Award of work/supply against tenders upon acceptance of lowest tenders	₹ 1 lakh against specific budget provision in consultation with AO(if no AO has been associated, in consultation with AAO) provided tendered amount is within sanctioned PE	₹ 7 Lakh against specific budget provision in consultation with associated AO(if no AO has been associated, in consultation with AAO) provided tendered amount is within sanctioned PE	₹ 15 lakh against specific budget provision in consultation with associated AO(if no AO has been associated, in consultation with AAO) provided tendered amount is within sanctioned PE	
9	Acceptance of single tender against open/limited tenders	Nil	₹3 Lakh against specific budget provision in consultation with associated AO(if no AO has been associated, in consultation with AAO) provided tendered amount is within sanctioned PE	₹7lakh against specific budget provision in consultation with associated AO(if no AO has been associated, in consultation with AAO) provided tendered amount is within sanctioned PE	

Delegation of financial powers for works to the officers of Horticulture Department No. D-121w/2013 dated 9-5-2013

Annexure 'B'

Arjun Hans
9.5.13

S. No.	Nature of powers	Addl/Dy. Director	Director (H)	Secretary./Engineer-in Chief	Remarks
1	2	3	4	5	
10.	Award of contracts without call of tenders	₹20,000/- in each case subject to limit of ₹ 2 Lakh for each division per annum Powers are to be exercised with due justification in consultation with associated AAO/AO. Proper record/register is to be maintained to monitor annual ceiling limits. The progressive total value of powers already used will need to be mentioned at the time of fresh award of work/supply order.	₹50,000/- in each case subject to an annual ceiling of ₹20lakh Powers are to be exercised with due justification in consultation with associated AAO/AO. Proper record/register is to be maintained to monitor annual ceiling limits. The progressive total value of powers already used will need to be mentioned at the time of fresh award of work/supply order.	₹1 lakh in each case subject to ceiling of ₹25lakh per annum. Powers are to be exercised with due justification in consultation with associated AAO/AO. Proper record/register is to be maintained to monitor annual ceiling limits. The progressive total value of powers already used will need to be mentioned at the time of fresh award of work/supply order.	
11.	Rejection of tenders	Nil	Up to delegated powers for acceptance of tenders after recording reasons in consultation with Associated AAO/AO	Up to delegated powers for acceptance of tenders after recording reasons in consultation with Associated AAO/AO	
12	Award of additional quantities stipulated in contract and Sanction of Extra/Substituted items.	10% of contract value subject to ceiling of ₹10,000/- provided sanctioned estimate does not exceed 10%.	20% of contract value subject to ceiling of ₹50,000/- whichever is lower provided sanctioned estimate does not exceed 10%.	30% of contract value subject to ceiling of ₹ 1 Lakh for all items provided sanctioned estimate does not exceed 10%.	These delegated powers will be exercised in consultation with the associated Finance(AAO/AO as the case may be), observing all codal formalities

Delegation of financial powers for works to the officers of Horticulture Department. No. D-72/14/2013 dated 9-5-2013 Annexure 'B'

Anshu Arora
9.5.13.

S. No.	Nature of powers	Addl/Dy. Director	Director (H)	Secretary/Engineer-in Chief	Remarks
1	Grant of Extension of time and levy of compensation.	2 months when sanctioned cost of the work is within his power to accord TS (in consultation with AAO)	6months (in consultation with AAO/AO)	one year (in consultation with AAO/AO)	
13	Approval of deduction item in respect of works/supply of material.	Nil	Full powers for both material/works in consultation with associated AAO	-----	
14.	Fore- Closure of contract	Nil	Nil	Upto delegated powers of acceptance of tender in consultation with associated AAO/AO & no fault of contractor.	
15.	Rescinding of contract	Nil	Nil	Upto delegated powers of acceptance of tender in consultation with associated AAO/AO & action against the defaulter is taken as per guidelines/codal provisions.	
16.	Acceptance of arbitration award	Nil	Nil	Upto ₹2lakh in consultation with associated AAO/AO. These powers are to be exercised where no appeals is to be preferred against arbitration award or where appeal filed against such awards has been dismissed.	
17.					

Delegation of financial powers for works to the officers of Horticulture Department No. D-72 / FW / 2013 dated 9-5-2013

Annexure 'B'
Andhra Pradesh
 9.5.13.

S. No.	Nature of powers	Addl/Dy. Director	Director (H)	Secretary./Engineer-in Chief	Remarks
1	2	3	4	5	
18.	Making of advance payment Sanction of advance	Nil	Upto ₹ 25,000/- in each case out of work contingencies subject to codal provisions.	Upto ₹ 50,000/- in each case out of work contingencies subject to codal provisions.	
19.	Sanction of expenditure under work contingencies including expenditure on ceremonies connected to laying of foundation stone and opening of public building	10,000/- or amount of contingencies in the approved estimate whichever is lower.	25,000/- or amount of contingencies in the approved estimate whichever is lower.	Full powers to utilize available contingencies in approved estimate.	1. The powers will be exercised in consultation with AAO/AO as the case may be. 2. The work contingencies will be strictly spent in terms of Para 4.1.5 Chapter 4 of CPWD Works Manual 2012

- (1) The above delegation of powers are subject to restriction and provision of any orders issued by the Govt. as adopted by Council from time to time, as also the provision contained in various codes/CPWD Manuals.
- (2) Copy of sanction orders shall be sent to Internal Audit Branch, Finance Department, and Municipal Chief Auditor Department.
- (3) All the financial powers as per above delegation shall be exercised by the concerned officers in consultation with the associated AAO/AO.
- (4) The Associated Finance (AAOs and AOs) will function under the technical supervision of Financial Advisor who may demand submission of specific proposals/information/ data for his scrutiny.
- (5) Powers of E-in-C will be exercised by Secretary as there is no E-in-C in position.

Archana Arora
 (ARCHANA ARORA)
 CHAIRPERSON

DELEGAION OF FINANCIAL POWERS – GENERAL SECTION

S. No.	Item	Secretary	F.A.	HODS	Others	
1	Contingent expenditure Non-Recurring	₹ 50,000/- in each case	₹ 40,000/- in each case	₹ 20,000/- in each case	₹ 10,000/- in each case	
2.	(a) Contingent Expenditure Recurring (b) Payment to collective/combi ned bills of recurring nature like telephone bill, internet/broadband bills/postal charges including franking machines etc in consultation with associated AAO/AO	(b) ₹ 5 lakh in consultation with Association AAO/AO	(b) -----	(a) ₹ 20,000/- in each case in r/o Chief Engineer, MOH Director(MS), Other HODs upto ₹10,000/- in each case subject to annual limit of ₹ 1Lakh (b) Director(GA) ₹50,000/- in consultation with Associated AAO/AO	MS/C/PH MS/PMH MS/VETY MS/VETY Dy. Director, Jt. Director, Jt. FA/Jt. CAO, Sr.AOs, Secy to Chairman, EES(Civil & Elect) Addl. Dir(H), Dy Dir(H) Chief Security officer Chief Security officer	₹ 5,000/- in each case ₹ 10,000/- in each case subject to an annual ceiling of ₹1 Lakh ₹ 5,000/- in each case ₹ 5,000/- in each case subject to an annual ceiling of ₹50,000/-

DELEGAION OF FINANCIAL POWERS – GENERAL SECTION,

No

D-12/12/2013

Dated

9-5-2013

Annexure 'C'

S. No.	Item (1)	Secretary (2)	F.A. (3)	Dir.(MS)/ Dir(GA)/ MOH (4)	HODs (other than in Col. 4) (5)
3.	Misc. Advance	Upto ₹ 1 Lakh in each case subject to settlement of previous advance	Upto ₹ 50,000/- in each case subject to settlement of previous advance	Upto ₹30,000/- in each case for L.A., CVO, and Chief Engineers also.	₹ 20,000/- in each case subject to settlement of previous advance
4	Administrative approval and expenditure sanction for works/ procurement of goods/services.(including AMC/Repairs of equipments/machinery)	₹10 lakh in each case for all the departments under administrative control of Secretary	-----	₹2 lakh, Powers to be exercised in consultation with associated AAO/AO	₹50,000/- Powers to be exercised in consultation with associated AAO/AO
5.	Sanction of detail estimate and Framing & approval of NIT	-----	-----	A full power in consultation with AAO/AO subject to PE is not exceeded by 10% (Model NIT to be got vetted from Finance and Law Deptt)	Full powers (including CSO and Fire officers) subject to PE is not exceeded by 10% (Model NIT to be got vetted from Finance and Law Deptt)
6	Award of Work or supply against open/limited tenders(including AMC of equipments/machinery)	₹10lakh in consultation with associated AAO/AO	-----	₹2 lakh in consultation with associated AAO/AO	₹50,000/- in consultation with associated AAO/AO
7	Award of work or supply on single tender received against open/limited tenders	₹ 5 lakh in consultation with associated AAO/AO	-----	₹ 1 Lakh in consultation with associated AAO/AO	₹ 25,000/- in consultation with associated AAO/AO
8	(a) Award of supply order by quotation without call of tenders (b) Award of supply order to agency(s) against valid rate contract of DGS&D	(a) ₹1 Lakh subject to following provisions of Rule 145-146 and other relevant rules of GFR (b) ₹5Lakh in consultation with associated AAO/AO(No advance payment is to be made to the agency when direct order is made on R/C basis)	-----	(a) ₹ 50,000/- in consultation with associated AAO/AO subject to following provisions of Rule 145-146 and other relevant rules of GFR (b) ₹1 lakh in consultation with associated AAO/AO(No advance payment is to be made to the agency when direct order is made on R/C basis)	(a) ₹ 25,000/- in consultation with associated AAO/AO subject to following provisions of Rule 145-146 and other relevant rules of GFR (b) -----

DELEGAION OF FINANCIAL POWERS - GENERAL SECTION,

No D-72/Fw/2013 Dated 9-5-2013 Annexure 'C'

Arundha Arora
9.5.13.

S. No.	Item (1)	Secretary (2)	F.A. (3)	Dir.(MS)/ Dir(GA)/ MOH (4)	HODS (other than in Col. 4) (5)
9	(For Transport Department only) (a) Purchase order/Supply order to authorized dealers/distributors/stockiest/OEM for spare parts including batteries and Tyres of Municipal vehicles by call of sealed quotations. (b) Repair of Municipal vehicles on work order from authorized dealer/workshop	(a) ₹1 lakh in each case in consultation with associated AAO/AO (b) ₹1 lakh in each case in consultation with associated AAO/AO	-----	-----	Director (Transport) upto ₹50,000/- in each case subject to maximum of ₹10 lakh per annum. And EE (Auto) ₹20,000/- in each case subject to maximum of ₹5 lac per annum. Powers will be exercised in consultation with associated AAO/AO and subject to codal provisions. (b) Director (Transport) upto ₹50,000/- in each case subject to maximum of ₹10 lakh per annum. And EE (Auto) ₹10,000/- in each case subject to maximum of ₹5 lac per annum. Powers will be exercised in consultation with associated AAO/AO and subject to codal provisions.
10	Rejection of tenders	Upto delegated powers of acceptance of tenders in consultation with associated AAO/AO	-----	Upto delegated powers of acceptance of tenders in consultation with associated AAO/AO	Upto delegated powers of acceptance of tenders in consultation with associated AAO/AO
11	Release of contractual payments and performance guarantee/ Security deposit	-----	-----	Full powers upto the contract value / supply order subject to fulfillment of contractual obligation / terms of supply order.	Full powers upto the contract value / supply order subject to fulfillment of contractual obligation / terms of supply order.
12	Sanction of professional fee to consultants including Arbitrator fees etc(other than legal fee)	₹1,00,000/- in consultation with Associated AAO/AO	-----	₹ 10,000/- in consultation with Associated AAO/AO	₹ 10,000/- in consultation with Associated AAO/AO
13	Sanction of Legal Fee	₹1,00,000/-	Legal Advisor ₹ 50,000/-		

DELEGATION OF FINANCIAL POWERS - GENERAL SECTION.

No. D-72/H/2013 Dated 9-5-2013

Annexure 'C'

Arundhara
9.5.13.

S. No.	Item (1)	Secretary (2)	F.A. (3)	Dir. (MS)/ Dir(GA)/ MOH (4)	HODs (other than in Col. 4) (5)
14	Releasing of bills of empanelled hospitals in terms of provisions of the agreements executed with these hospitals AND medical reimbursement bills of NDMC employees based on the prescriptions/ recommendations of these hospitals under liberalized medical scheme approved by the Council	-----	-----	Full powers are vested with Director Accounts / Link Officer which will be exercised subject to specific budget allotment, terms & conditions of agreement executed with the private hospitals including Max. codal provisions and guidelines laid down as per NDMC Act 1994. These powers will further subject to superintendence, direction and control of Chairperson as also General Financial rules as amended from time to time from time to time.	-----

- (1) The above delegation of powers are subject to restriction and provisions of any order issued by the Govt. as adopted by Council from time to time, as also provisions contained in various codes/CPWD Manuals.
- (2) All the financial powers as per above delegation shall be exercised by the concerned officers in consultation with the associated AAO/AO.
- (3) The Associated Finance (AAOs and AOs in the Departments) will function under the technical supervision of Financial Advisor who may demand submission of specific proposals/information/ data for his scrutiny.
- (4) Copy of sanction orders shall be sent to Finance Department, Internal Audit Branch and Municipal Chief Auditor Department.

Archana Arora
 (ARCHANA ARORA)
 CHAIRPERSON

DELEGATION OF FINANCIAL POWERS – GENERAL SECTION,

No. D-72/1w/2013 Dated 9.5.2013 Annexure 'C'