



FINANCE SECTION

Office Order No: **S06** /CFO/HPGCL/FIN-43

Dated: - 02.05.2023

Subject: 8th Amendments / incorporations in the HPGCL Delegation of Powers, 2016.


The Delegation of Powers No. 21 A (i) is hereby amended and incorporated in HPGCL Delegation of Powers, 2016 as under :

Existing		Amendment
DoP No. 21 A	Remarks	Remarks
To purchase material/ equipment for use on Projects i) Stock against regular indent.	i) The powers are to be exercised by the competent authority by following normal purchase procedure by inviting E-tenders/ NIT. ii) For cases having estimated value of less than Rs. 1 lacs, limited tenders may be called with the approval of C.E. iii) In case of E-tenders as well as limited tenders, enquiry to the approved vendors of the HPGCL shall be sent separately also. The scrutiny of the documents or the qualifying criteria shall not be required for such cases. iv) In case Govt. of Haryana issues specific instructions regarding the competent authority for deciding the cases beyond the specific limit then such instructions shall have overriding effect on the prescribed delegation of powers. (Present instructions are annexed to this DoP as Annexure-1) v) General principles for purchase as defined under regulation 3 of the HPGCL Works and Purchase Regulation, 2015 beside prudence and proprietary checks shall be observed by the indenting and purchasing authority. vi) Purchases from firms registered with DGS&D will be made as per regulation 6.5 of HPGCL Works and Purchase Regulation, 2015. vii) In case where the eligible tenders are less than three approval of the next higher authority shall be required. viii) For procurement of proprietary items without calling NIT from public sector undertaking BHEL, SAIL, OEM/OES including from Govt. Agency, shall be made as per regulation 6.7 of the HPGCL Works and Purchase Regulation, 2015. However approving authority will ensure the reasonability of rates. Only such authorized dealer/ distributors/ sub vendors shall be considered under OEM/OES category who are exclusively authorized by the main OEM/OES to quote on their behalf. ix) The financial value of the case shall be considered inclusive of taxes and duties for ascertaining the competent authority in the DOP. x) Repeat/ additional order for supplies: In case any unforeseen/ new requirement of any item arises at a later stage for which a Purchase Order has already been placed and normal processing of the case is likely to delay the procurement and adversely affect the work then a repeat order may be placed on the firm for the additional requirement subject to the followings: (a) The date of repeat order will not be more than three months after the completion of the original order.	Sr.No. i to x of remarks is as per existing DoP No. 21A (i) . xi) For procurement of material from Central PSUs i.e. M/s BHEL, M/s SAIL etc. on single quotation basis.

	<p>(b) A reasonable assessment and certification by the recommending authority that there has been no downtrend in the prices. Purchasing authority shall ascertain the reasonability of the rates before placing the repeat order.</p> <p>(c) Repeat order shall not be a effect of the splitting of quantity to avoid the approval of higher authority.</p> <p>(d) Repeat order shall not be placed more than once.</p> <p>(e) Value of repeat order should not be more than 25% value of original order. However, the approval of the next competent authority shall be required in case the total value of the purchase orders including the value of repeat order exceeds the power of the initial approving authority.</p>	
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The other terms & condition of the DoP No. 21 A (i) of HPGCL Delegation of Powers ,2016 will be same.

This issues with the approval of Board of Directors, HPGCL in its 134th meeting held on 22.03.2023.



 ✓ Sr. Accounts Officer/Finance
 for Chief Financial Officer,
 HPGCL, Panchkula.

Endst. No. **654** /CFO/HPGCL/FIN- 43

Dated:- 02.05.2023

Copy of the above is forwarded to the following for information and necessary action please.

1. All Chief Engineer in HPGCL at Projects/Panchkula.
2. Company Secretary, HPGCL, Panchkula
3. All FA & CAO in HPGCL at Projects/Panchkula.
4. L.R. HVPNL, Shakti Bhawan, Panchkula
5. Xen/ IT, HPGCL, Panchkula with the request to upload the same on HPGCL web.site pl.
6. All Deputy Secretary's /Under Secretary's/ Admn. Officer in HPGCL.
7. All Sr. Accounts Officers in HPGCL at Projects/Panchkula.
8. All Accounts Officers in HPGCL at Projects/Panchkula.
9. PRO/LWO, HPGCL, Panchkula.


 ✓ Sr. Accounts Officer/Finance,
 for Chief Financial Officer,
 HPGCL, Panchkula

CC:

1. Sr. PS to Chairman, HPGCL, Panchkula
2. OSD (Tech.) to Managing Director, HPGCL, Panchkula.
3. SPS to Managing Director, HPGCL for kind information of Managing Director pl.
4. Sr. PS to Director/Finance, HPGCL for kind information of Director/Finance pl.
5. Sr. PS to Director/Technical-I, HPGCL for kind information of Director/Tech.-I pl.
6. Sr. PS to Director/Technical-II, HPGCL for kind information of Director/Tech.-II pl.
7. PA to Chief Financial Officer, HPGCL, Panchkula.