



GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(G&T DIVISION)

No. F.2(4)FD/PWF&AR/99 Part-II

Jaipur, dated: 08-03-2017

**ORDER**

The Governor is pleased to order that the following amendments are hereby made in the Public Works Financial & Accounts Rules :

The existing Appendix XIII of PWF&AR Part-II shall be substituted as under :

**"APPENDIX XIII**

**SCHEDULE OF POWERS DELEGATED TO THE OFFICERS IN THE PUBLIC WORKS DEPARTMENTS (BUILDING & ROADS), WATER RESOURCES DEPARTMENT, PUBLIC HEALTH ENGINEERING DEPARTMENT, RWSSMB, IGNP, GWD and CAD etc.**

(Refer Rule 8 & 341 of PWF&AR Part-I & Section 8 of RTPP Act,2012 and Rule 11 of RTPP Rules, 2013)

(1)

## GENERAL LIMITATIONS/CONDITIONS OF THESE POWERS:

The powers contained in this Delegation of Financial Powers are subject to the following general limitations/conditions:-

1. These powers shall be applicable for all works departments.
2. A financial power of an authority, given under these rules, shall automatically vest in all higher authorities of that authority.
3. The financial power, not specifically delegated to any authority, shall vest in FD subject to RTPP Act & Rules.
4. No Administrative/Financial sanction shall be issued without appropriate budget provision. All sanctions shall be strictly restricted upto the limits of available budget.
5. No expenditure shall be incurred from the public revenue except on the legitimate object of public expenditure.
6. Nothing contained in these delegations shall empower any subordinate authority to sanction, without the previous consent of Finance Department, any expenditure which involves the introduction of a new principle or practice likely to lead to increased expenditure in future.
7. Wherever any specific power for a purpose has been given to an authority under this delegation, then it shall prevail over the general powers (if any) for that purpose.
8. The powers shall be subject to the budget provision in general and to the specific budget provisions, wherever mentioned in these delegations.
9. The powers contained in these delegations shall be subject to the rules and other provisions contained in the Rajasthan Transparency in Public Procurement Act, 2012; Rajasthan Transparency in Public Procurement Rules, 2013 and P.W.F. & A.R.
10. Splitting of works/ bid for the purpose of keeping bids in its own competence by any officer is an irregularity. Therefore, splitting of bids should not be resorted to. If, however, in genuine cases, it becomes necessary in the interest of work to split up; it should be done only after obtaining prior permission of the authority competent to sanction the bid of work without split up. The competent authority shall, while according permission, mention the reasons for splitting of works.
11. The powers shall be exercised only after comments/examination by the senior most Accounts Personnel (Financial Advisor/ Chief Accounts Officer / Senior Accounts Officer /Accounts Officer / Assistant Accounts Officer / Divisional Accountant) posted in a Department /Office. While conveying sanction, the reference of comments/ examination by Accounts Personnel shall be mentioned. However, if the sanctioning authority differs with the advice of Accounts Personnel, the case must be submitted to next higher authority.
12. Wherever the words "bid amount" have been used in these powers, it means the amount offered by the bidder /contractor which is intended to be sanctioned.
13. Wherever the words "estimated amount" are appearing, it means sanctioned estimated amount of items of G-Schedule of the work concerned.
14. "Bid premium" means percentage rate above/below quoted by the contractor over departmental rates or if worked out in item rates, the percentage of bid amount over sanctioned estimated amount for deciding competence to sanction bid.
15. Ensure that approved drawing & designs etc. are ready before NIB and land has been acquired before sanction of Bid. Other actions required at departmental level have been completed before sanction.
16. Where separate or special Procurement Committees/Finance Committees/Empowered Board/TAC etc. have been constituted with competent Government orders they shall continue to function.
17. Every Procuring Entity shall prepare a procurement plan as per provisions of Rule 7 of RTPP Rules, 2013.



## ABBREVIATIONS

|   |   |
|---|---|
| ACE: Additional Chief Engineer          | GAD: General Administration Department              |
| AD : Administrative Department          | GF&AR : General Financial & Accounts Rules          |
| AE: Assistant Engineer                  | GWD: Ground Water Department                        |
| AMC: Annual Maintenance Contract        | IGNP : Indira Gandhi Nahar Project                  |
| AS : Administrative Sanction            | NIB : Notice Inviting Bid                           |
| BOT: Build - Operate & Transfer         | PHED: Public Health Engineering Department          |
| BSR : Basic Schedule of Rates           | PPC: Policy Planning Committee of RWSSMB (PHED)     |
| CAD : Command Area Development          | PPP : Public Private Partnership                    |
| CAO : Chief Accounts Officer            | PWD : Public Works Department                       |
| CE : Chief Engineer                     | PWF&AR : Public Works Financial & Accounts Rules    |
| EB : Empowered Board                    | RTPP : Rajasthan Transparency in Public Procurement |
| EE: Executive Engineer                  | SE : Superintending Engineer                        |
| FA : Financial Advisor                  | TAC: Tender Approval Committee                      |
| FC : Finance Committee of RWSSMB (PHED) | TC : Technical Committee of RWSSMB (PHED)           |
| FD: Finance Department                  | T&P : Tools & Plant                                 |
| FS : Financial Sanction                 | TS: Technical Sanction                              |
|   | WRD : Water Resources Department                    |



## SECTION I - Administrative/Technical/Financial Sanctions /Approval

| S.No.                            | PARTICULARS   | TO WHOM DELEGATED   | POWERS  |                           |                               |                    |                    |                                  |                                   |
|----------------------------------|---|---|---|---------------------------|-------------------------------|--------------------|--------------------|----------------------------------|-----------------------------------|
| 1                                | 2   | 3   | 4   |                           |                               |                    |                    |                                  |                                   |
| 1.                               | To accord administrative approval to projects / schemes / original works of all engineering departments / projects, subject to specific budget provision in the relevant year(s).   | 1. AD<br>2. CE<br>3. ACE<br>4. SE<br>5. EE<br><br><b><u>FOR PHED</u></b><br>1.FC of RWSSMB<br>3.CE<br>4.ACE | Upto 200 lacs<br>Upto Rs. 150 lacs<br>Upto Rs. 100.00 lacs<br>Upto Rs. 10.00 lacs (for survey & design works)<br>Upto Rs. 5.00 lacs (for survey & design works)<br><br>Full powers. In case of Projects costing more than Rs. 500 lacs, prior approval of PPC and concurrence of FD shall be obtained.<br>Upto Rs. 100 lacs<br>Upto Rs. 50 lacs     |                           |                               |                    |                    |                                  |                                   |
| 2.                               | To accord, subject to specific Budget provision, administrative and technical approval to estimates for extension and improvement of Irrigation (including installation of pumping machinery of lift canals), Drainage and Flood control works. | 1. CE /ACE<br>2. SE<br>3. EE  | Upto Rs. 80 lacs<br>Upto Rs. 30.00 lacs<br>Upto Rs. 6.00 lacs   |                           |                               |                    |                    |                                  |                                   |
| 3.                               | To accord administrative approval to estimates for original works or improvements including electrical and sanitary works to existing buildings, debitible to maintenance grant. (Combined administrative approval).                            | 1. CE/ACE<br>2. SE/EE   | <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b><u>Residential</u></b></td> <td style="width: 50%;"><b><u>Non Residential</u></b></td> </tr> <tr> <td>Upto Rs. 3.00 lacs</td> <td>Upto Rs. 5.00 lacs</td> </tr> <tr> <td>Upto Rs. 0.50 lac (in each case)</td> <td>Upto Rs. 1.00 lac ( in each case)</td> </tr> </table> | <b><u>Residential</u></b> | <b><u>Non Residential</u></b> | Upto Rs. 3.00 lacs | Upto Rs. 5.00 lacs | Upto Rs. 0.50 lac (in each case) | Upto Rs. 1.00 lac ( in each case) |
| <b><u>Residential</u></b>        | <b><u>Non Residential</u></b>   |   |   |                           |                               |                    |                    |                                  |                                   |
| Upto Rs. 3.00 lacs               | Upto Rs. 5.00 lacs  |   |   |                           |                               |                    |                    |                                  |                                   |
| Upto Rs. 0.50 lac (in each case) | Upto Rs. 1.00 lac ( in each case)   |   |   |                           |                               |                    |                    |                                  |                                   |
| 4.                               | To accord administrative approval to estimates for original works or improvements to roads debitible to maintenance grant.  | CE/ACE  | Upto Rs. 10 lacs (Subject to specific budget provision)   |                           |                               |                    |                    |                                  |                                   |

(4)



| S.No. | PARTICULARS   | TO WHOM DELEGATED   | POWERS   |
|-------|---|---|--|
| 1     | 2   | 3   | 4  |
| 5.    | To accord technical sanction of detailed original, revised or supplementary estimates (subject to budget provision) for original works, deposit works, contribution works subject to the condition that fresh administrative and financial sanction shall be sought in advance, if the revised or supplementary estimates exceed the original administrative and financial sanction by more than 10%. | 1. CE<br>2. ACE<br>3. SE<br>4. EE<br><br><b>FOR PHED</b><br>1.TC of RWSSMB<br>2.CE<br>3.ACE<br>4. SE<br>5. EE | Full Powers<br>Full Powers<br>Up to Rs. 500 lacs<br>Up to Rs.200 lacs<br><br>Full Powers<br>Upto Rs. 2500 lacs<br>Upto Rs. 250 lacs<br>Upto Rs. 120 lacs<br>Upto Rs. 30 lacs<br><br>These powers shall be exercised subject to following conditions only :-<br><br>Note 1: There is provision in the administrative approval to cover the particular type of work and sanction of the detailed estimates does not result in excess of more than 10% over the provision under the particular sub-head of the administratively approved project estimate under which the estimate is sanctioned but it shall not exceed the administrative approval of the project as a whole.<br><br>Note 2: Revised estimate involving excess of more than 10% over original sanctioned estimate shall be submitted to the next higher authority for technical sanction after obtaining revised AS/FS from Competent Authority. In case of Additional Chief Engineer next higher authority for revised estimates would be Chief Engineer. In case of Chief Engineer, next higher authority will be Chief Engineer himself/herself.<br><br>Note 3. Residential building should be according to the type-designs approved by the State Government. In the other cases, class, type and designs where applicable and necessary, have been approved by the competent authority. The detailed design and drawings of buildings will be got prepared and approved from Chief Architect / Sr. Architect etc. of the department / project. |



| S.No. | PARTICULARS | TO WHOM DELEGATED | POWERS   |
|-------|-------------|-------------------|--|
| 1     | 2           | 3                 | 4  |
|       |             |                   | <p>Note 4: These limits are exclusive of work contingencies and percentage/ prorata/supervision charges.</p> <p>Note 5: If the cost of the work, according to the revised estimates, exceeds the limits of the powers to accord technical sanction, the revised estimate should be submitted to the next higher authority. In case of Addl.Chief Engineer next higher authority will be Chief Engineer and for Chief Engineer, next higher authority will be Chief Engineer himself.</p> <p>Note 6: The Executive Engineer may also pass excess expenditure within limit of Rs. 50,000/- or 5% of sanctioned work, whichever is less on sanctioned original works and repairs, irrespective of the total amount of the sanctioned estimate. Excess expenditure above 5% and upto 10% shall be got approved from next higher authority before making payment.</p> <p>Note 7: The authority may, however, sanction excess over sanctioned estimate up to 20% if it is purely due to high rates of bid received.</p> <p>Note 8: Revised administrative &amp; financial approval is obtained as per Rule 286 &amp; 287 of P.W.F &amp; A.R., if revised cost is more than 10% of original cost.</p> <p>Note 9: For supplementary estimate, the authority who sanctioned original estimate will be competent provided original plus supplementary is in his competence.</p> <p>Note 10: No officer is competent to pass any excess over a revised estimate sanctioned by an authority higher than himself.</p> <p>Note 11: For subsequent revision of estimate also, the amount of estimates shall form basis for revision.</p> <p>Note 12: Rates of Non BSR items shall however be approved by the CE only.</p> |



| S.No. | PARTICULARS   | TO WHOM DELEGATED                                       | POWERS  |
|-------|---|---|---|
| 1     | 2   | 3   | 4   |
| 6.    | To accord administrative and technical approval/ Terms of Reference's approval of a consultant and to approve bids for conducting of detailed surveys and investigation, preparation of designs and drawings, project formulation and preparation and other studies, appointing consultant, hiring of consultancy services etc., other than by departmental agency e.g. private consultancy services (Subject to specific budget provisions). | 1. AD<br>2. CE<br>3. ACE                                | <p>Full Powers up to 2% of the Project Cost, on the recommendation of the following committee:-<br/>(1) Pr. Secy./Secy. Admn. Deptt.<br/>(2) CE concerned<br/>(3) FA/CAO of the Deptt. Concerned</p> <p>For RWSSMB (PHED) : FC shall have full powers upto 2% of project cost.</p> <p>Upto Rs. 15.00 lacs or 2% of the project cost whichever is less</p> <p>Upto Rs. 5.00 lacs or 2% of the project cost whichever is less</p> <p>Note 1: A Certificate is to be recorded by the Approving Authority that the departmental organisation existing for the work is either fully occupied or is not well equipped for the job.</p> <p>Note 2: In case of work of preparation of designs and drawings, architectural consultancy and interior decoration, land scaping of Building etc., the comments and N.O.C. from Chief Architect, PWD shall be required.</p> <p>Note 3: Bids are invited as per procedure laid down in Rule 306A of PWF &amp; AR and RTPP Act/Rules.</p> <p>Note 4: Retired personnel will not be eligible for such assignments for two years after retirement, except with specific Government sanction.</p> <p>Note 5: There should be specific budget provision for this purpose.</p> <p>Note 6: Regarding consultancy of BOT/ PPP projects powers shall be exercised by the empowered committee as per Admn.Reforms Deptt. Order No. F.6 (34) AR/Gr.3/2001 dated 10.9.2001.</p> |
| 7.    | To accord technical sanction to repairs and maintenance estimates during construction chargeable to project estimate within budget allotment excluding maintenance and repairs of tool & plant.   | 1. AD/FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | <p>Full Powers</p> <p>Upto Rs. 10.00 lacs</p> <p>Upto Rs. 6.00 lacs</p> <p>Upto Rs. 3.00 lacs</p> <p>Upto Rs. 1.00 lac</p>  |

| S.No. | PARTICULARS   | TO WHOM DELEGATED  | POWERS   |
|-------|---|--|--|
| 1     | 2   | 3  | 4  |
| 8.    | <b>Only for IGNP:</b><br>To accord technical sanction to repairs and maintenance estimates after construction chargeable to project estimate within specific budget allotment including Operation & maintenance and repairs of Canal, distributaries, Branches, pumps, motors, Panels, Transformers and other allied equipments of pumping stations of lift irrigation. | 1. CE/ACE<br>2. SE<br>3. EE                                    | Full Powers<br>Upto Rs. 5.00 lacs<br>Upto Rs. 2.00 lacs  |
| 9.    | <b>Only for IGNP:</b><br>To sanction estimates of repairs and carriage of :<br>(a) Ordinary Tools and Plants<br><br>(b) Special Tools and Plants  | 1. CE/ACE<br>2. SE<br>3. EE<br><br>1. CE/ACE<br>2. SE<br>3. EE | Full Powers<br>Upto Rs. 0.50 lac<br>Upto Rs. 0.25 lac<br><br>Full Powers<br>Upto Rs. 3.00 lacs<br>Upto Rs. 1.00 lac  |
| 10.   | To accord technical sanction to detailed estimates for ordinary repairs.  | 1. SE<br><br>2. EE   | Full powers up to the limit of the budget allotment.<br>Note : Subject to availability of budget provision for the circle and within the limit of 2% of original cost of work.<br><br>Full powers up to the limit of the budget allotment.<br><br>Note : Subject to availability of budget provision for the Division and within the limit of 1% of original cost of work.   |
| 11.   | To accord technical sanction to detailed estimates for special repairs.   | 1. SE<br>2. EE   | Full powers up to the limit of the budget allotment for the circle.<br>Rs. 30.00 lacs or up to budget allotment for the Division, whichever is less.<br><br>Note 1: For each estimate except repairs to residential buildings subject to paras 71-98 of chapter II of PWD Manual.<br>Note 2: For residential buildings if it is estimated to cost 5% of the book value of the building and does not involve any alteration in the design accommodation or use of such buildings. |



| S.No.                          | PARTICULARS   | TO WHOM DELEGATED                 | POWERS  |                                |                               |             |             |                |              |               |               |
|--------------------------------|---|-----------------------------------|---|--------------------------------|-------------------------------|-------------|-------------|----------------|--------------|---------------|---------------|
| 1                              | 2   | 3                                 | 4   |                                |                               |             |             |                |              |               |               |
| 12.                            | To accord sanction to manufacture estimates, operation and maintenance of machinery including heavy earth moving machines, hot-mix plants, pavers/trucks/mixers/ graders etc. | 1. CE /ACE<br>2. SE<br>3. EE      | Full powers<br>Full Powers upto budget allotment for the circle.<br>Upto Rs. 25.00 lacs<br><br>Note 1 : Wherever reserve for major overhaul is maintained within or out side the consolidated fund of the State, the estimate will not result in excess over the accumulated reserve for that machine otherwise permission of Finance Department is required for additional budget.<br><br>Note 2 : Monthly adjustment of outturn of the machinery shall be carried out chargeable to respective estimate where the machinery has been deployed and it shall be responsibility of the Executive Engineer and Accounts Personnel concerned (both) to ensure that log books are adjusted immediately.             |                                |                               |             |             |                |              |               |               |
| 13.                            | To accord technical sanction to running and maintenance of a departmental workshop, on no profit no loss basis.   | SE                                | Full Powers   |                                |                               |             |             |                |              |               |               |
| 14.                            | To accord technical sanction for acquisition of tools and plants.<br><br>Note : Acquisition of Motor Vehicles for inspecting officers do not fall under this category.        | 1. CE /ACE<br>2. SE<br>3. EE      | <table border="0"> <tr> <td><b><u>Ordinary T&amp;P</u></b></td> <td><b><u>Special T&amp;P</u></b></td> </tr> <tr> <td>Full Powers</td> <td>Full Powers</td> </tr> <tr> <td>Rs. 20.00 lacs</td> <td>Rs.8.00 lacs</td> </tr> <tr> <td>Rs. 5.00 lacs</td> <td>Rs. 2.50 lacs</td> </tr> </table><br>Note 1 : Annual purchase programme should be approved at commencement of the year by the CE /ACE.<br>Note 2 : Where reserve for depreciation has been maintained the estimate will not exceed the said reserve for the machine.<br>Note 3 : Excess over the reserve will require specific sanction / budget allotment by Finance Department.<br>Note 4 : These powers are subject to specific budget provision. | <b><u>Ordinary T&amp;P</u></b> | <b><u>Special T&amp;P</u></b> | Full Powers | Full Powers | Rs. 20.00 lacs | Rs.8.00 lacs | Rs. 5.00 lacs | Rs. 2.50 lacs |
| <b><u>Ordinary T&amp;P</u></b> | <b><u>Special T&amp;P</u></b>   |                                   |   |                                |                               |             |             |                |              |               |               |
| Full Powers                    | Full Powers   |                                   |   |                                |                               |             |             |                |              |               |               |
| Rs. 20.00 lacs                 | Rs.8.00 lacs  |                                   |   |                                |                               |             |             |                |              |               |               |
| Rs. 5.00 lacs                  | Rs. 2.50 lacs   |                                   |   |                                |                               |             |             |                |              |               |               |
| 15.                            | To sanction technical estimates for the purchase of furniture for inspection Houses under their control.  | 1. CE<br>2. ACE<br>3. SE<br>4. EE | Upto Rs. 5.00 lacs<br>Upto Rs.2.00 lacs<br>Up to Rs.75,000/-<br>Up to Rs.30,000/-<br><br>These powers are subject to specific budget allotment.   |                                |                               |             |             |                |              |               |               |



**SECTION II - Bids, Contracts, Sanction of Rates, Execution of works as per R.T.P.P.Act & Rules;  
Payment for Extra / Additional items, Escalation; Refund of Performance Security.**

| S.No. | PARTICULARS   | TO WHOM DELEGATED   | POWERS   |
|-------|---|---|--|
| 1     | 2   | 3   | 4  |
| 16.   | To accept Bids for all Original & Repair and Maintenance Works. | 1. EB/TAC<br>2. CE<br>3. ACE<br>4. SE<br>5. EE<br><br><b><u>For PHED</u></b><br>1.FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | Full Powers<br>Upto Rs. 1500 lacs<br>Up to Rs. 750 lacs<br>Up to Rs. 300 lacs<br>Up to Rs. 75 lacs<br><br>Full powers<br>Upto Rs. 500.00 lacs<br>Upto Rs. 250.00 lacs<br>Upto Rs. 120.00 lacs<br>Upto Rs.30.00 lacs<br><br>These powers shall be exercised subject to following conditions :<br><br>Note 1: The amount shown above are tendered amount quoted by the contractor which is intended to be sanctioned.<br><br>Note 2: Bids will be invited & processed strictly as per the provisions of R.T.P.P. Act & Rules. Conditions (General/ Special) of the bid documents shall not go against the provisions of RTTP Act & Rules.<br><br>Note 3. These powers are subject to condition that the contractor's tendered amount do not exceed the amount of G-Schedule/Bill of Quantities/ Activity Schedule (as per sanctioned estimates amount) by more than 10%, and also that the overall monetary limits of financial powers mentioned above against each authority are not exceeded.<br><br>Note 4: Thus both the conditions should be satisfied (i) that contractor's tendered amount must be within limits prescribed above and (ii) tender premium / percentage of contractor's tendered amount over sanctioned estimate amount of G-Schedule is upto 10%. |



| S.No. | PARTICULARS   | TO WHOM DELEGATED   | POWERS   |
|-------|---|---|--|
| 1     | 2   | 3   | 4  |
|       |   |   | <p>Note 5: If the tendered amount of the contractor exceeds the estimated amount of the work by more than 10%, the powers will be exercised by the next higher authority. Where 'G' Schedule is based on a previous year's BSR and tenders received when evaluated to the current BSR, applicable on the date of opening of tender do not show any increase over the such evaluated estimated amount and tendered amount is within financial limits to sanction tender as indicated each, the tenders need not be referred to next higher authority provided the revised estimates has been prepared and submitted to competent authority to sanction and copy of the revised estimate have been enclosed with the tender. Mere revision of BSR do not qualify to use this provision.</p> <p>Note 6: If only single qualified/responsive bid is received in response to a NIB, the next higher authority will be competent to sanction as per the provisions of RTPP Act &amp; Rules(Refer Rule 68).</p> <p>Note 7: These powers will be exercised only after examination and written comments of the highest Accounts Personnel as laid down in general conditions of these powers.</p> <p>Note 8: Second set of bids for the same work shall be invited only after rejection of first set of bids.</p> <p>Note 9: Rates of Non-BSR items shall however be approved by the Chief Engineer before inviting bids.</p> |
| 17.   | To accept bids for works on Build, operate and Transfer (BOT) basis, PPP Projects including acceptance of bids for consultancy of these projects. | Committee constituted by Admn. Reforms Deptt. Order No. F.6 (34)AR/Gr.3/2001 dated. 10.09.2001. | Full powers  |



| S.No. | PARTICULARS   | TO WHOM DELEGATED               | POWERS   |
|-------|---|---------------------------------|--|
| 1     | 2   | 3                               | 4  |
| 18.   | To accept bids for collection of toll tax for Bridge / Road/ by-pass etc. | 1. EB/FC/TAC<br>2. CE<br>3. ACE | <p>Full Powers<br/>Upto Rs. 750 lacs<br/>Up to Rs. 375 lacs</p> <p>Note 1: These powers shall be exercised by :</p> <p>(A) The CE on the recommendations of a committee of following:-<br/>CE (Roads) - Chairman<br/>ACE (Concerned Zone) - Member<br/>Sr. Most Accounts Officer of Zonal office concerned in Zonal level Committee - Member<br/>EE (concerned) - Member Secretary<br/>and</p> <p>(B) The ACE on the recommendation of a committee of following:-<br/>ACE (Concerned Zone) - Chairman<br/>Sr. Most Accounts Officer of Zonal office concerned in Zonal level Committee - Member<br/>SE (concerned circle) - Member<br/>EE (concerned) - Member Secretary</p> <p>Note 2: The reserve price shall be decided by the respective committee every year before floating NIB.</p> |
| 19.   | To reject bids.   | Bid Sanctioning Authority.      | Full Powers<br>As per the provisions of RTPP Rules, 2013.  |
| 20.   | To undertake negotiations.  | Bid Evaluation Committee        | Full Powers as per the provisions of RTPP Rules, 2013 (Refer Rule 69).   |



| S.No. | PARTICULARS   | TO WHOM DELEGATED  | POWERS  |
|-------|---|--|---|
| 1     | 2   | 3  | 4   |
| 21.   | In emergent conditions like flood relief and other natural calamities, the subject matter of procurement may be procured upto the ceiling rates of the district.  | 1. AD/FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE  | Full Powers<br><br>10.00 lacs<br>5.00 lacs<br>2.00 lacs<br>1.00 lac<br><br>1. Procurement shall be done as per RTPP Act & Rules.<br>2. Ceiling rates should be as approved by the committee constituted under Rule 17(3) of RTPP Rules.   |
| 22.   | To sanction running rate contract for works to be executed under Piece Work Agreement, after calling division wise bids for the specific purpose.   | ACE  | Full powers to sanction division wise rate contracts for one year at a time.<br><br>As per RTPP Rule 27 & Rule 323 of PWF&AR.   |
| 23.   | To grant, for recorded reasons, extension of time for the execution of works or supply of materials or other performances of the contract:<br>(i) For a final extension of time which results in slippage upto 1.5 times of the stipulated work order duration.<br><br>(ii) For a final extension of time which results in slippage upto two times of the stipulated work order duration.<br><br>(iii) For a final extension of time which results in slippage more than two times of the stipulated work order duration. | Bid Sanctioning Authority<br><br>Next Higher Authority of the Bid Sanctioning Authority<br><br>AD/FC of RWSSMB | Full Powers as per "Conditions of Contract" provided it does not involve payment of price escalation.<br><br>Full Powers as per "Conditions of Contract" provided it does not involve payment of price escalation.<br><br>Full Powers as per "Conditions of Contract" provided it does not involve payment of price escalation.<br><br>Note 1 : For reachwise /spanwise interim time extension, in case, time spans / reaches have been prescribed in the agreement for prorata progress, the bid sanctioning authority shall have full powers as per provisions of rules.<br>Note 2 : In case, extension of time involves payment of price escalation approval of Administrative Department (upto Minister Incharge)/ FC of RWSSMB for PHED shall be obtained.<br>Note 3: Hindrance Register shall be maintained by Engineer incharge and reasons for delay ( on account of department/ contractor) shall be specifically recorded eventwise with full details. Every extension case must accompany copy of Hindrance Register and the record of corrective measures taken by Engineer incharge. |



| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS  |
|-------|--|--|---|
| 1     | 2  | 3  | 4   |
| 24.   | <p>To levy final liquidated damages in cases of delay:</p> <p>(i) In cases where actual work completion duration has been upto 1.5 times of original stipulated work order duration.</p> <p>(ii) In cases where actual work completion duration has been upto two times of original stipulated work order duration.</p> <p>(iii) In cases where actual work completion duration has been more than two times of original stipulated work order duration.</p> | <p>Bid Sanctioning Authority</p> <p>Next Higher Authority of the Bid Sanctioning Authority</p> <p>AD/ FC of RWSSMB</p> | <p>Full Powers</p> <p>Full Powers</p> <p>Full Powers</p> <p>Note : These powers are not applicable for interim liquidated damages.</p>  |
| 25.   | <p>Powers to remit, reduce or revise the amount of compensation levied as per "Conditions of Contract".</p>  | <p>AD/ CE/ACE/ SE/EE</p> <p><b>For PHED:</b></p> <p>FC of RWSSMB</p> <p>CE/ACE/SE /EE</p>                              | <p>In case of dispute regarding period attributable to the contractor, the authority next higher to the authority competent to grant extension will have full powers to re-decide delay attributable to the contractor or government and accordingly compensation as per "Conditions of Contract" shall be finalized.</p> <p>However, in case above decision results into payment of price escalation, then Administrative Department (with approval of Minister incharge) will have full powers.</p> <p>Note : Action taken against the contractor under relevant clause of "Conditions of Contract" to determine / rescind the contract shall not be covered under this delegation.</p> <p>Full Powers</p> <p>Full Powers in respect of contract accepted by them subject to approval by next higher authority.</p> <p>Note : Action taken against the contractor under relevant clause of "Conditions of Contract" to determine / rescind the contract shall not be covered under this delegation.</p> |



| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS  |
|-------|--|--|---|
| 1     | 2  | 3  | 4   |
| 26.   | To sanction execution and payment of additional quantities of items existing in schedule-G or bill of quantities (BOQ) of a particular work. | 1. AD/ FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | <p>Upto 50% of the original quantities of each item subject to 50% of the original contract amount.</p> <p>Upto 25% of the original quantities of each item subject to 25% of the original contract amount.</p> <p>Upto 10% of the original quantities of each item subject to 10% of the original contract amount.</p> <p>Upto 8% of the original quantities of each item subject to 8% of the original contract amount.</p> <p>Upto 5% of the original quantities of each item subject to 5% of the original contract amount.</p> <p>In case the above limits exceed, the powers shall be exercised by the next higher authority (maximum upto A/D) assessing the prevalent tender premium, site and market conditions subject to the maximum limit of 50% as per the provisions of Rule 73 of RTPP Rules, 2013.</p> <p>These powers shall be exercised subject to the following conditions:</p> <p>Note 1: Total amount of work including additional quantities &amp; extra items (BSR+Non BSR) shall not exceed 50% of the value of original contract in any case as per provisions of RTPP Rule 73.</p> <p>Note 2: Total amount of the work including additional quantities and extra items (BSR+Non BSR) should not exceed the administrative and financial sanction for the work.</p> <p>Note 3 : Total amount of work i.e. tendered amount plus cost of additional quantities and extra items (BSR and Non-BSR) shall not exceed the monetary limit to accept bid. If the total amount (including additional and extra items (BSR and Non-BSR)) exceeds the monetary limit to accept bid, the matter shall be referred to next higher authority.</p> <p>Note 4 : The additional quantities should be part and parcel of the work under execution and therefore even the execution of works of different nature or execution of quantities/work of similar nature of another reach/site shall not be treated as additional quantity.</p> <p>Note 5: Revised estimates, if required, have been approved by the competent authority.</p> |



| S.No. | PARTICULARS  | TO WHOM DELEGATED                             | POWERS  |
|-------|--|---|---|
| 1     | 2  | 3   | 4   |
| 27.   | To sanction payment of price variation under clauses of the agreement. | EE  | <p>Full Powers for the work done within original stipulated completion period of work or a portion of work (Reach) if such milestones have been prescribed in agreement.</p> <p>Note : 1 For work done beyond stipulated original period of completion of the work or a portion of work (Reach), the payment of escalation will be made after sanction of final extension in completion period by the competent authority.</p> <p>Note : 2 The price variation will be granted as per the provisions of relevant rules.</p> <p>Note : 3 No escalation will be granted on the basis of provisional price indices or without sanction of final time extension.</p> <p>Note 4: Negative price variation (if any) shall also be calculated before final payment as per PWF&amp;AR provisions.</p> |
| 28.   | To sanction execution of work departmentally.                          | 1. AD/FC<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | <p>Rs.500.00 lacs</p> <p>Rs. 200.00 lacs</p> <p>Rs. 100.00 lacs</p> <p>Rs. 20.00 lacs</p> <p>Rs. 10.00 lacs</p> <p>Note 1: The Administrative Department will exercise powers in consultation with F.A./C.A.O. of the department.</p> <p>Note 2: It will be ensured that this will not result into increase in work charged strength of the department. The work shall be got done only through existing work charged labour.</p> <p>Note 3. Specific Government sanction will be obtained before employing extra labour on daily basis / task basis / work order basis / on contract / on hand receipt etc.</p>  |





| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS   |
|-------|--|--|--|
| 1     | 2  | 3  | 4  |
| 29.   | To engage labour through service contractor in emergent conditions.  | 1. SE<br>2. EE   | Upto Rs. 5.00 lacs for the circle.<br>Upto Rs. 2.50 lacs for the division.<br><br>Note 1: As per the provisions of RTPP Act & Rules.<br>Note 2: For Exceptionally emergent cases only like flood, fire, earth quake, cyclones, lands sliding, breach of canals, pipe lines & roads with prior approval of ACE / CE. Such labour shall not be employed on regular duties of a department such as office peons / orderlies / chowkidars etc.<br>Note 3 : The rate of daily wages shall not exceed 20% of the minimum wages of the area concerned, otherwise approval of the next higher authority will necessarily be obtained.<br>Note 4 : Work done by such labour shall be entered in M.B., wherever susceptible of measurement, besides, Attendance Register. Else, a certificate by EE shall be recorded of work being unsusceptible. |
| 30.   | To permit undertaking of contribution / deposit works and to accept contribution / deposit in respect of them. | 1. AD<br>2. CE<br>3. ACE<br>4. SE<br>5. EE<br><br><b><u>FOR PHED ONLY</u></b><br>1. AD<br>2. CE<br>3. ACE<br>4. SE | Full powers<br>Upto 1000.00 lacs<br>Upto Rs. 300.00 lacs<br>Up to Rs.150.00 lacs<br>Up to Rs. 30.00 lacs<br><br>Full Powers<br>Upto Rs. 500.00 lacs<br>Upto Rs. 100.00 lacs<br>Upto Rs. 50.00 lacs<br><br>These powers shall be exercised subject to following conditions :<br>Note 1: Deposits may be accepted in lumpsum or in instalments on prescribed dates as mutually agreed after ensuring that full amount is provided for in the budget of the concerned organisation and instalments would be paid on specified dates.<br>Note 2: Deposit works involving share of State Government will be agreed / sanctioned only with the concurrence of Finance Department. Revised cost will also be borne in the same proportion.  |



| S.No. | PARTICULARS   | TO WHOM DELEGATED                | POWERS   |
|-------|---|----------------------------------|--|
| 1     | 2   | 3                                | 4  |
|       |   |                                  | <p>Note 3: Expenditure will be charged against and limited to the deposit received only, in no case it should exceed the deposit.</p> <p>Note 4: Percentage charges, as approved from time to time, shall be levied unless exempted by the FD.</p> <p><b><u>Only for PHED</u></b></p> <p>Note 1: Subject to availability of source of water, which shall be ensured on the recommendations of CE concerned.</p> <p>Note 2: In case of deposit works dependent on surface water sources, the power of acceptance shall be with prior approval of Administrative Department.</p>   |
| 31.   | To authorise the commencement of urgent repairs or works in emergency situation in anticipation of sanction to estimate and / or allotment of budget. | 1.AD<br>2. CE<br>3. ACE<br>4. SE | <p>Full Powers<br/>Upto Rs. 30.00 lacs<br/>Upto Rs. 10.00 lacs<br/>Upto Rs. 5.00 lacs</p> <p>Note 1 : Subject to immediate report to the Finance Department, State Government and A.G. ( in case of non allotment of budget) intimating the approximate amount involved explaining the circumstances.</p> <p>Note 2: Approval of next higher authority may be taken through phone/mobile/e-mail and later on necessary sanction shall be sought without any delay.</p>   |
| 32.   | To approve basic schedule of rates  | CE                               | <p>Full powers</p> <p>Note : 1. These powers will be exercised by the Chief Engineer only on the detailed recommendation of a Task Force in which FA/CAO will invariably be member. The Task Force will standardize various analysis of rates of components and determine district-wise rates on the basis of data/rates furnished by the Divisional Officers or otherwise.</p> <p>Note 2. BSR should be revised annually. Timely action shall be initiated so that the new BSR be made effective from the start of new financial year.</p> <p>Note: 3.Those Non-BSR items which are of regular use for the department must be brought into the list of BSR items regularly.</p> |



| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS   |
|-------|--|--|--|
| 1     | 2  | 3  | 4  |
| 33.   | To sanction execution and payment for extra items (BSR+Non BSR) as per conditions of contract.   | 1. AD/ FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | <p>Total Upto 50% subject to the condition that total value of these extra items (BSR+Non BSR) and additional quantities (if any) of existing items of the BOQ shall not exceed 50% of the original contract amount in any case as per provision of RTPP Rule 73.</p> <p>Total Upto 20 % of original contract amount or Rs. 40.00 lacs whichever is less</p> <p>Total Upto 10 % of original contract amount or Rs.20.00 lacs whichever is less.</p> <p>Total Upto 7.5% of original contract amount or Rs.10.00 lacs whichever is less.</p> <p>Total Upto 5 % of original contract amount or Rs. 4.00 lacs whichever is less.</p> <p>These powers shall be exercised subject to the following:-</p> <p>Note 1: Total amount of the work including additional quantities and extra items (BSR+Non BSR) shall not exceed the administrative and financial sanction for the work.</p> <p>Note 2: Total amount of work i.e. tendered amount plus cost of additional quantities and extra items (BSR and Non-BSR) do not exceed the monetary limit to accept bid. If the total amount (including additional and extra items (BSR and Non-BSR) exceeds the monetary limit to accept bid,the matter shall be referred to next higher authority.</p> <p>Note 3: The extra items should be part and parcel of the work under execution and should be fairly contingent to it and therefore the execution of items of works of different nature or execution of items or work of similar nature of another reach / site shall not be treated as extra item.</p> <p>Note 4: Total cost of all extra items shall not exceed the limits specified above.</p> <p>Note 5: Revised estimates have been got approved from the competent authority if the items are not provided for in original estimates.</p> <p>Note 6: Scale of accommodation or norms, types, designs sanctioned by GAD / higher authority are not exceeded.</p> <p>Note 7: Material deviations from designs and scope of the Project will require approval of the original sanctioning authority.</p> <p>Note 8: The rates of Non-BSR items shall be got approved from the CE before sanction of extra items.</p> |
| 34.   | To award work on piece-work/work order system for the execution of a sanctioned work within the amounts sanctioned by competent authority. | EE   | <p>Below Rs. 1.00 lac in each case subject to an annual limit of Rs. 5.00 lacs.</p> <p>These powers are subject to provision of RTPP Rules, 2013 - Rule 27 and Rule 323 of PWF&amp;AR.</p>   |

| S.No. | PARTICULARS  | TO WHOM DELEGATED                        | POWERS   |
|-------|--|--|--|
| 1     | 2  | 3  | 4  |
| 35.   | To sanction refund of security deposits/ performance security and performance guarantee of contractors on satisfactory completion of original and repair work and after the defect liability period, if any, specific in the contract and payment of final claims. | EE                                       | Full powers<br><br>Note 1: The Executive Engineer while refunding Security Deposit/ performance security and Performance Guarantee will record a certificate that the defects pointed out by higher authorities or other authorised authorities during inspection etc. have been removed by the contractor and compliance has been reported before such refund.<br><br>Note 2: In case of defect liability period these powers shall be used by SE instead of EE after ensuring that the relevant terms and conditions have been duly complied with. |
| 36.   | To rescind contract, for recorded reasons, where such cancellation does result in any loss to the Government.  | AD /CE/ ACE/SE                           | Full powers, for contracts accepted by just lower authority.<br><br>For PHED : FC of RWSSMB shall have Full Powers.  |
| 37.   | To rescind contracts, where such cancellation does not result in any loss to the Government.   | 1. CE/ FC of RWSSMB<br><br>2. ACE/ SE/EE | Full powers.<br><br>Full powers to the limit of his power of acceptance of contracts.<br><br>Note : 'Certificate of No Loss' should be recorded by Bid Sanctioning Authority.  |
| 38.   | To withdraw work or part of work from the contractor under conditions of contract for recorded reasons provided such withdrawal does not result into an unauthorised aid to the contractor or any loss to the government.  | Bid Sanctioning Authority                | Full powers in respect of contracts accepted by them.<br><br>Note : Period of completion should be reduced proportionately while withdrawing work.   |
| 39.   | To communicate and implement the decisions of the standing committee constituted for settlement of disputes under "Condition of Contract"  | CE                                       | Full Powers<br><br>Note : Standing Committee shall decide the matter within 60 days.   |

### SECTION III - Reappropriation of Funds, Diversion of Savings

| S.No. | PARTICULARS               | TO WHOM DELEGATED              | POWERS   |
|-------|---------------------------|--------------------------------|--|
| 40.   | Reappropriation of funds. | <p>1. CE /ACE</p> <p>2. SE</p> | <p>To sanction reappropriation of funds from one circle to another, under the same Minor Head within a grant provided that:</p> <p>1. Such reappropriation does not involve the undertaking of a recurring liability.</p> <p>2. The reappropriation is not made to a new service or object, not contemplated in the budget for the year.</p> <p>3. The reappropriation has not the effect of increasing the expenditure on an item, the provision for which has been specifically reduced by the Government.</p> <p>4. The total budget provision for minor works under a minor or departmental head is not increased.</p> <p>5. The reappropriation does not involve a transfer of funds to a work or project, which has not received the administrative approval and technical sanction or does not involve appropriation of funds in excess of the amount of estimation, if technical sanction has been accorded.</p> <p>6. The amount reappropriated from or to single major work does not exceed Rs. 50,000/-, and</p> <p>7. A copy of the order sanctioning the reappropriation is communicated to the Finance Department and to the Accountant General, as soon as it is passed.</p> <p>(A) Original works : To sanction reappropriation within the funds allotted to his circle, from one work to another work subject to following conditions:</p> <p>(i) That the total of the amounts proposed to be reappropriated from or to a single major works does not exceed Rs.25,000/-.</p> <p>(ii) That in the case of resumptions, the Head of the Department concerned, if informed of the fact explaining why it was not possible to spend the appropriation on the work in question.</p> <p>(iii) That the reappropriation was confined to the works under the same Minor Head of Department.</p> |

(21)



| S.No. | PARTICULARS | TO WHOM DELEGATED | POWERS   |
|-------|-------------|-------------------|--|
| 1     | 2           | 3                 | 4  |
|       |             | 3. EE             | <p>(iv) The reappropriation 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 a reappropriation of funds in excess of the amount of estimate, if technical sanction is accorded.</p> <p>(v) That the reappropriation has not the effect of increasing the appropriation under a unit which has been reduced by a higher authority, and</p> <p>(vi) That the reappropriation has not the effect of increasing the total budget provision for minor works under a Minor or departmental head.</p> <p>(B) Repairs and tools and Plant- Lump-sum will be allotted by the Chief Engineer for each circle under the primary units under these heads. The Superintending Engineer should redistribute the amount under each primary unit among the several Divisions under him.</p> <p>(A) Major Works: To sanction reappropriation subject to the following conditions:</p> <p>(i) That the total of the amounts proposed to be reappropriated from or to a single Major works does not exceed Rs.10,000/-.</p> <p>(ii) That in the case of resumptions, the Head of the Department concerned, should be informed of the fact, explaining why it was not possible to spend the grant appropriation on the work in question.</p> <p>(iii) That the amount resumed should, in no account, be deviated to new Major works not provided for in the budget.</p> <p>(iv) That the reappropriation are confined to works under the same minor head of department.</p> <p>(v) That the reappropriation 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 a reappropriation of funds in excess of the amount of estimate, if technical sanction has been accorded.</p> <p>(vi) That the reappropriation has not the effect of increasing the appropriation under a unit which has been reduced.</p> |



| S.No. | PARTICULARS   | TO WHOM DELEGATED | POWERS  |
|-------|---|-------------------|---|
| 1     | 2   | 3                 | 4   |
|       |   |                   | <p>(B) Minor works : Full powers to sanction reappropriation of funds between the Minor work within the Division, subject to the following conditions:</p> <p>(i) No transfer should be made from one head to another.</p> <p>(ii) The reappropriation does not involve transfer of funds to work or project, which has not received the requisite administrative approval and technical sanction and does not involve an appropriation of funds in excess of the amount of estimate, if the technical sanction has not been accorded.</p> <p>(iii) That the reappropriation has not the effect of the increasing the total provision for Major work under a Minor or departmental head.</p> <p>(iv) Copies of orders sanctioning any reappropriation should be communicated to the Finance Department through the proper channel and to the Accountant General, as soon as such orders are passed.</p> |
| 41.   | To divert savings out of provision for contingencies 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 estimates sanctioned by a higher authority and is in respect of the work fairly contingent upon the work itself. | 1. SE<br>2. EE    | Full Powers<br><br>Upto Rs. 15000/-   |
| 42.   | To transfer ascertained savings from any one portion of the project to another, within the sanctioned estimate, in the case of projects for civil works sanctioned by the Government.   | CE /ACE           | Full Powers<br><br>Note: Subject to the condition that the order of the authority sanctioning the estimate technically, should be obtained to any change involving a material departure from the approved design, irrespective of whether it is likely to result in increased outlay or not, whether under tools and plants or any other head and to any proposal to debits to the project charges of a nature which it is not intended to bear and for which no provision exists in the sanctioned estimate.   |

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## SECTION IV- Execution of Contracts, Agreements, Deeds, Instruments, Bonds, Lease Documents

| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS      |
|-------|--|--|-------------|
| 1     | 2  | 3  | 4           |
| 43.   | To execute the instruments relating to acceptance of Bids; Agreements/Deeds on behalf of the Governor of the Rajasthan; to execute the Bonds of auctioneers & security bonds / performance guarantees; Lease for the cultivation of land; lease of water, power and instruments relating to the sale of grass, trees or other produce on road sides or in plantations. | EE<br><br><b>For PHED</b><br>Engineer-in-charge, not below the rank of EE as authorised by AD. | Full Powers |

## SECTION V - Stores and Stocks

Note:- The Exercise of the powers referred to in this section is subject to RTPP Act, 2012 and RTPP Rules, 2013.

|     |   |   |  |
|-----|---|---|--|
| 44. | To sanction, subject to budget provisions, the purchase of goods, materials including tools and plant and spare parts of machinery including the sanction of necessary estimates. | 1. AD/FC of RWSSMB<br>2. CE<br>3. ACE<br>4. SE<br>5. EE / Horticulturist<br>6. Suptdg. Gardens<br>7. AEn.(Only GWD) | Full Powers<br><br>Upto Rs. 250.00 lacs<br>Upto Rs. 30.00 lacs<br>Upto Rs. 7.00 lacs<br>Upto Rs. 1.5 lacs<br><br>Upto Rs.0.5 lac<br>Upto Rs. 0.10 lac<br><br>These powers will be exercised subject to following:<br><br>Note 1. These powers will be exercised only through procurement committee as provided under Rule 3 of RTPP Rules.<br><br>Note 2. The provisions of RTPP Act & Rules regarding stores purchase shall be followed strictly.<br><br>Note 3. Rush of expenditure on purchase of stores towards the end of financial year should be avoided. |
|-----|---|---|--|





| S.No. | PARTICULARS   | TO WHOM DELEGATED                                     | POWERS   |
|-------|---|---|--|
| 1     | 2   | 3   | 4  |
| 45.   | To sanction advance for purchase of stores.   | 1. CE<br>2. ACE<br>3. SE<br>4. EE<br>/Horticulturist  | As per GF&AR Rule 67 of Part-II and relevant provisions of GF&AR Part-III.   |
| 46.   | To sanction expenditure / advance payment of testing charges by approved laboratories for the purpose of ensuring quality control of materials or executed works.                       | 1. CE<br>2. ACE<br>3. SE<br>4. EE                     | Full Powers<br>Upto Rs. 0.50 lac<br>Upto Rs. 0.25 lac<br>Upto Rs. 0.10 lac   |
| 47.   | Repairs and Maintenance (including AMC) of Machinery, Equipment including purchase of spare parts.  | 1. AD/FC<br>2. CE/<br>3. ACE<br>4. SE<br>5. EE        | Full Powers<br>Upto Rs. 25.00 lacs<br>Upto Rs. 15.00 lacs<br>Upto Rs. 5.00 lacs<br>Upto Rs. 1.00 lac<br>As per Notification dated 4.9.2013 issued under RTPP Act & Rules.  |
| 48.   | To sanction the limits of Reserve Stocks Limit for divisions within limits fixed by FD for the project/ department.   | CE /ACE   | Full Powers<br>Note : Anticipated maximum net balance of stock at the close of any of the twelve months of a year should not exceed the R.S.L.   |
| 49.   | To sanction the sale of stocks (not tools and plant) which is not surplus or unserviceable at issue rate plus the usual supervision charges or market value whichever is higher.        | CE  | Full Powers<br>Note: 1. Normally Govt. stocks are not to be sold to private parties. The transactions should be treated as exceptional cases occurring rarely.<br>Note: 2. Reasons will be recorded.   |
| 50.   | To accept tenders for the sale of tools and plant declared surplus by the competent authority in accordance with rules made by Government.  | 1. CE<br>2. ACE<br>3. SE<br>4. EE                     | Full powers<br>Upto Rs. 25.00 lacs<br>Upto Rs. 10.00 lacs<br>Upto Rs. 2.00 lacs  |
| 51.   | To declare any stores (including tools and plant stock & material received from works dismantled) as surplus or unserviceable and sanction their sale by public auction or destruction. | 1. CE<br>2. ACE<br>3. SE<br>4. EE /<br>Horticulturist | Full powers<br>Upto Rs. 150.00 lacs annually<br>Upto Rs. 25.00 lacs annually<br>Upto Rs. 5.00 lacs annually<br><br>Note 1: These monetary limits refer to original purchase price which may be estimated if original price is not known.<br><br>Note 2: As per the provisions of Rule 16 to 27 of GF&AR Volume-I, Part-II. |

| S.No. | PARTICULARS  | TO WHOM DELEGATED | POWERS  |
|-------|--|-------------------|---|
| 1     | 2  | 3                 | 4   |
| 52.   | To sanction hire charges to let out departmental tools and plant.  | SE                | @ 20% above the sanctioned rate in the manufacture estimate(see Chapter XV and XVII) and rates of hiring have been revised annually are within market fluctuations.   |
| 53.   | To make payment to agencies for providing labour components for the maintenance of water supply schemes. | 1. SE<br>2. EE    | Full Powers<br>Full Powers in case upto 2 persons are required on a scheme.<br><br>Note:<br>1. Selection of these agencies will be done as per RTPP Act and Rules.<br>2. In no case, the payment will be made to any individual.<br>3. The quantum of labour component will be as per the norms prescribed by the Govt. |

### SECTION VI - Refund of Revenue

|     |   |  |   |
|-----|---|--|---|
| 54. | To sanction all cases of refund of revenue.   | 1. AD<br>2. CE<br>3. ACE<br>4. SE<br>5. EE | Upto Rs. 4.00 lacs<br>Upto Rs. 1.00 lacs.<br>Upto Rs. 50,000/-<br>Upto Rs. 35,000/-<br>Upto Rs. 10,000/-<br><br>These powers are subject to the following conditions:<br><br>1. The claimant is legally entitled to the refund.<br>2. The credit is verified.<br>3. The original realisation is traced, so as to prevent double or erroneous claim.<br>4. Refund is drawn only on the demand and receipt of the person entitled to the refund and not for deposit pending demand. |
| 55. | Revision of assessment of water charges (after recording reasons)                                       | 1. CE/ACE<br>2. SE<br>3. EE                | Full Powers<br>Upto Rs. 10,000/-<br>Upto Rs. 5000/-<br><br>Note: As per prescribed rules and regulations.   |
| 56. | To remit percentage charges prescribed for Estt. And T&P in the case of Non-Govt. / contributory works. | CE / ACE                                   | Full powers when the cost of work is less than Rs. 5.00 lacs, subject to Rules in Appendix V of PWF&AR.   |

## SECTION VII- Demolition, Disposal, let out of Public Buildings and other Properties

| S.No. | PARTICULARS  | TO WHOM DELEGATED            | POWERS  |
|-------|--|------------------------------|---|
| 1     | 2  | 3                            | 4   |
| 57.   | To sanction according to rules the demolition & Disposal of a permanent public building declared unsafe.   | 1. AD/ FC<br>2. CE<br>3. ACE | Full Powers<br>Upto book value of Rs. 100.00 lacs<br>Upto book value of Rs. 15.00 lacs  |
| 58.   | To sanction according to rules the demolition & disposal of a permanent public building declared surplus after obtaining clearance from the Collector. | 1. AD/FC<br>2. CE<br>3. ACE  | Full Powers<br>Upto book value of Rs.10.00 lacs<br>Upto book value of Rs. 5.00 lacs   |
| 59.   | To let out buildings not required for Government use.  | EE                           | Full powers, subject to the CE's previous sanction in the case of a lease for longer period than three months.<br>Note 1: Rules prescribed by the Govt., in this regard, shall be followed.<br>Note 2: Rent will be decided as per PWD norms. |
| 60.   | To sanction the sale by auction of road side produce and dried and fallen fruits and trees.  | EE / Horticulturist          | Full powers.  |

## SECTION VIII - Write off Stocks, Tools & Plant, Measurement Books and Muster Rolls, Receipt Books, Sanction of Estimates for losses.

In all cases of loss of Govt. 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 has been occasioned by fraud or negligence he should:

(a) in the case of Government servants, submit a report to the authority competent to take disciplinary action, or if, he himself is the competent authority, proposed 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 to initiate other proceedings, as the case may be. After necessary action has been taken, the authority specified in the list 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 persons responsible for the loss, and a copy of the sanction to the write off should be sent to the Accountant General.

(c) in the case of any misappropriation, fraud and losses, compliance of Rule 20 to 23 of Part-I of Volume-I of GF&AR shall be ensured.

| S.No. | PARTICULARS  | TO WHOM DELEGATED  | POWERS   |
|-------|--|--|--|
| 1     | 2  | 3  | 4  |
| 61.   | To sanction the write off the value of all type of stores, tools & plant lost destroyed or damaged by accident or negligence or fraud or otherwise.                                      | AD/ CE/ACE / SE / EE / Horticulturist.   | As per the provisions of G.F. & A.R.   |
| 62.   | To sanction the write off the value of tools and plant, which have become unserviceable after fair wear and tear.  | EE / Horticulturist.   | Full Powers subject to Rules / Manual/orders of the department.  |
| 63.   | To declare abandoned and write off tube wells and hand bores due to their non usability on technical grounds with recorded reasons:<br>(a) For Tube Wells<br><br>(b) For Hand pump Bores | 1. Committee consisting of SE, AO and concerned EE with SE as Chairman.<br>2. Committee consisting of EE/ TA to SE, AAO & AE with EE as Chairman | Full Powers<br><br>Full Powers<br><br>Note : As per the norms prescribed by the Govt.  |
| 64.   | To sanction, after due investigation, the write off of Measurement Books and Muster rolls, which have been lost.   | ACE  | Full Powers<br><br>Note : In each case while ordering write off a muster roll the Addl. Chief Engineer should pass a separate order after due investigation giving full details. Copies of the order should be endorsed to Secretaries to the Government in Administrative & Finance Departments and also to the Accountant General and Chief Engineer.    |
| 65.   | To sanction, after investigation the write off loss of Receipt Books and Subsidiary Cash Book maintained by Irrigation Patwaries and PWD Moharrirs.                                      | ACE /SE  | Full Powers<br><br>Note : In each case, while ordering write off, Addl. Chief Engineer / Suptdg. Engineer should pass a separate order after due investigation giving full details. Copies of the order should be endorsed to Secretaries to the Government in Administrative & Finance Departments and also to the Accountant General and Chief Engineer. |
| 66.   | To sanction :<br>(1) Estimates for losses on stock due to depreciation owing to a fall in prices or any other causes, or<br>(2) Adjustment of losses on manufacture accounts.            | 1. CE /ACE<br>2. SE<br>3. EE   | Full Powers<br>Upto Rs. 3.00 lacs<br>Upto Rs. 0.30 lac   |



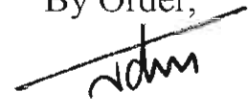
| S.No. | PARTICULARS  | TO WHOM DELEGATED | POWERS                             |
|-------|--|-------------------|------------------------------------|
| 1     | 2  | 3                 | 4                                  |
| 67.   | To remove clerical errors/computer errors (correction in water bill will not be deemed as revenue remission) | AEn.              | Full Powers (on recording reasons) |

### SECTION IX - Miscellaneous

|     |   |  |   |
|-----|---|--|---|
| 68. | To sanction estimates for losses of crops destroyed by breaches of canal assessed by an officer not below the rank of Deputy Collector (Irrigation) or a Revenue Officer authorised by Collector.                         | 1. CE /ACE<br>2. SE<br>3. EE   | Upto Rs. 0.75 lac<br>Upto Rs. 0.50 lac<br>Upto Rs. 0.15 lac   |
| 69. | To sanction compensation for the lands and crops standing thereon, taken over by the Govt. for public works by negotiations provided amount is certified by the Land Acquisition Officer as reasonable and not excessive. | 1. CE/ACE<br>2. SE<br>3. EE  | Full Powers<br>Upto Rs. 25.00 lacs for individual claimant.<br>Upto Rs. 2.00 lacs for individual claimant.  |
| 70. | To sanction compensation under the Workmen's compensation Act or under any other law for the time being in force or as prescribed under the rules.  | 1. SE<br>2. EE / Horticulturist  | Full powers.<br>Upto Rs. 15000/-<br><br>Note : Pending the award of a competent authority Chief Engineer / Addl. Chief Engineer, Superintending Engineers and Executive Engineers may sanction advances not exceeding 75 percent of the compensation payable. |
| 71. | To sanction expenditure on account of ceremonies connected with laying foundation stones or inauguration of public works after administrative approval for organising such ceremony.                                      | (1) If costing of Project is above Rs. 5.00 Crores:<br>(i) AD<br>(ii) CE<br><br>(2) If costing of Project is upto Rs. 5.00 Crores:<br>(i) AD<br>(ii) CE<br>(iii) ACE | Upto Rs. 10.00 lacs<br>Upto Rs. 2.00 lacs<br><br>Upto Rs. 2.50 lacs<br>Upto Rs. 50,000/-<br>Upto Rs. 25,000/-<br><br>Note : 1. As per RTPP Act & Rules<br>2. Subject to specific budget provisions.   |

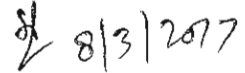


| S.No. | PARTICULARS                                  | TO WHOM DELEGATED       | POWERS  |
|-------|--|-------------------------|---|
| 1     | 2  | 3                       | 4   |
| 72.   | To sanction Imprest to officers / officials. | 1. AD<br>2. CE<br>3. EE | Upto Rs. 1,00,000/-<br>Upto Rs. 75000/-<br>Upto Rs. 50000/-<br><br>These powers will be exercised subject to following conditions:<br><br>1. Utility of imprest shall be reviewed periodically by the sanctioning authority.<br>2. Second imprest shall be given only after adjustment of first advance.<br>3. In case account of advance is not rendered within four weeks, action as per Rule 128 and 130 of PWF & AR shall be initiated. |

By Order,  
  
**(Naveen Mahajan)**  
 Secretary to Government  
 Finance (Budget) Department

**Copy forwarded for information and necessary action to the following:**

1. The Principal Accountant General (G&SSA/A&E) Rajasthan, Jaipur.
2. The ACS/ Principal Secretary/Secretary, PWD/PHED/IGNP/CAD/Forest/GWD/Water Resources Department.
3. The Secretary, Finance (Exp.)Department.
4. All Chief Engineers, PWD/Water Resources/PHED/GWD/IGNP/CAD, Jaipur/Bikaner/Kota..
5. All Sections of the Finance Department.
6. Director, Treasury & Accounts/Inspection/Local Fund Audit Department, Vitta Bhawan, Jaipur.
7. All Financial Advisors/Chief Accounts Officers, RWSSMB/ PWD/WRD/PHED/GWD/IGNP/ CAD, Jaipur/Bikaner/Kota.
8. All Treasury/Sub-Treasury Officers.
9. Admn.Reforms Department.
10. Addl.Director, Finance Department with a request to publish this circular on Website of FD.
11. Guard File.

  
**(Ramawatar Sharma)**  
 Joint Secretary to Government

**(PWF&AR - 60 /2017)**