

**GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS
DEPARTMENT OF POSTS,
O/o CHIEF ENGINEER-I,
DAK BHAWAN, NEW DELHI -110001.**

No. 2-1/2014-CWP/14

Dated: 11 /01/2024

OFFICE MEMORANDUM**Sub: Delegation of revised powers to the Officers of Civil Wing, Department of Posts.**

In supersession of OM No 2-1/2014-CWP/180 dated 14.02.2014 and No 2-1/2014-CWP/216 dated 22.12.2016, the financial powers of the Officers of Civil Wing has been revised with the approval of the Secretary (Posts) with the concurrence of the Integrated Finance Wing as listed in enclosed Annexure with immediate effect.

The exercise of the deiegated powers is subject to the restrictions which might be imposed by orders issued by the Ministry of Finance, Department of Expenditure from time to time and is also subject to observations of the provisions contained in the various codes.

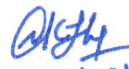
The Financial Powers shall be exercised by the Officers of the Civil Wing with the concurrence of their respective Finance Officer.

These orders may kindly be brought to the notice of all concerned for information. guidance and strict implementation.

o/c  11/01/24
Superintending Engineer (C) HQ

1. PSO to Secretary (Posts), DoP, Dak Bhawan, New Delhi.
2. PSO to Additional DG (Coordination), DoP, Dak Bhawan, New Delhi.
3. PSO to AS&FA, DoP, Dak Bhawan, New Delhi
4. All CPMGs
5. CE-I/ CE-II, DoP, Dak Bhawan, New Delhi
6. All SEs (Civil)/(Electrical)
7. SE (P&D) DoP, Dak Bhawan, New Delhi
8. The G.M., CEPT, Mysore for uploading in India Post website.
9. Guard File

o/c 
Assistant Engineer (CWP)


11-01-24

Schedule showing the Revised Financial Powers delegated to the officers of Civil Wing Department of Posts to be exercised with the concurrence of their respective Finance Officer.

ANNEXURE

S. No.	Nature of power	Designation of Officer	Extent of Power/Revised Power delegated
1	Acceptance of lowest tender with or without negotiations	AE / AEE	4.50 Lakh
		EE	45 Lakh
		SE	300 Lakh
		CE	750 Lakh under his own power
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	900 Lakh
		Secretary	Full Power*
2	Acceptance of single tender with or without negotiations	AE / AEE	1 Lakh
		EE	4.50 Lakh under his own authority 45 Lakh with prior approval of next authority.
		SE	100 Lakh under his own authority
		CE	375 Lakh
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	400 Lakh
		Secretary	Full Power*
3	Award of work with call of quotation	AE / AEE	30,000/-
		EE	2 Lakh
		SE	7.50 Lakh
		CE	17.50 Lakh under his own authority
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	50 Lakh
		Secretary	Full Power *

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A.E (CWP)

S. No.	Nature of power	Designation of Officer	Extent of Power/Revised Power delegated
4	Award of work by negotiations, ab-initio after infructuous call of tender or with a firm which has not quoted for execution of the remaining work after rescission of the contract	AE / AEE	Withdrawn
		EE	
		SE	
		CE	
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	
		Secretary	
5	Acceptance of tender for smaller works likely to crop up during the execution of work /project and for which no provision exists in the sanctioned project estimates	CE	100 Lakh to accept tenders for such works subject to availability of funds under sub-head "Contingencies" in the sanctioned estimate.
6	Issue of work order (Annual limit for Civil and Electrical Division)	AE/AEE	5 Lakh
		EE	35 Lakh. In addition to sub division powers
		SE	100 Lakh (Per Division) In addition to Division and Sub Division powers
7	(A) To accept highest tender bid for disposal of unserviceable Government Buildings without land		
		EE	7 Lakh
		SE	100 Lakh
		CE	250 Lakh
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	500 Lakh
	(i) At/and above the reserve price fixed by CE/Additional DG (Coordination)	EE/SE/CE	Decision to be taken by next higher authority
(ii) Below Reserve price			

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S. No.	Nature of power	Designation of Officer	Extent of Power/Revised Power delegated	
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	500 Lakh	
		Secretary (Posts)	Full Power *	
	(B) Acceptance of single tender/bid at/and above reserve price	EE	40,000/	
		SE	40 Lakh	
		CE	100 Lakh	
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	300 Lakh under his own power	
		Secretary (Posts)	Full Power *	
	(C) (i) Sale/dismantlement of public buildings other than purely temporary structure	CE (Under his own power)	10 Lakh	
		(ii) purely temporary structure	EE	8 Lakh subjects to conditions mentioned in para 127 of CPWD code
			SE	20 Lakh if the structure is to be sold at lower than reserve price.
			CE	40 Lakh
8	Accord of technical sanction to detailed estimate and issue of NIT/ Composite NIT for both original and maintenance work	AE / AEE	4.50 Lakh	
		EE	45 Lakh	
		SE	300 Lakh	
		CE	750 Lakh	
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	900 Lakh	
9	Acceptance/Challenge of arbitration award	CE	20 Lakh under his own authority	

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(A-E (CWP))

S. No.	Nature of power	Designation of Officer	Extent of Power/Revised Power delegated
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	30 Lakh
		Secretary (Posts)	Full Power *
10	Purchase of Tools and Plants	EE	4 Lakh
		SE	15 Lakh
		CE	30 Lakh
		Member, PSB (in charge of Civil Wing)/ Additional DG (Coordination) in charge of Civil Wing	100 Lakh
11	Accord of sanction to extra /substituted items subject to accepted rates not vitiated	AE / AEE	15% of contract amount or 15% of power to accord T/S, whichever is lower.
		EE	15% of contract amount or 15% of power to accord T/S, whichever is lower.
		SE	15% of contract amount or 15% of power to accord T/S, whichever is lower.
		CE	Full Power
12	To sanction Mobilization Advance	EE	Max. 10 % of estimated cost of work at specified rate of interest against Bank guarantee with prior approval of SE as per para 5.8 of CPWD Works Manual 2019

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(A.E.CWP)

S. No.	Nature of power	Designation of Officer	Extent of Power/Revised Power delegated
13	Issue of order of disposal of stores declared by competent authority to be unserviceable by one of the following methods (i) Auction (ii) Sealed quotation (iii) Any other suitable method	SE	15 Lakh
14	Contingencies and its utilization (Please refer CPWD Works Manual provision given in Para 3.1.1.3 and corresponding SOP provision)	EE	Full Powers to utilize available contingencies
		SE	Full Powers to utilize available contingencies
		CE	Full Powers to utilize available contingencies

Note: * Full powers is subject to the limit mentioned at Rule 21 of the DFPR, 1978, which provides that Secretary of the Department have the financial powers upto Rs. 20 Crore for open or limited tender contracts and upto rupees five crore for negotiated or single tender or proprietary contracts and approval of the Minister-in-Charge is required in case the value of the contract exceeds this limit.

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