



PUNJAB STATE POWER CORPORATION LTD

(Regd. Office: PSEB Head Office, The Mall, Patiala)

O/o CE/MM, 2nd floor, Multi Story Building, PSPCL, Head Office, The Mall, Patiala

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Registration Number: 33813 website: www.pspcl.in; e-tendering portal: <https://eproc.punjab.gov.in>

To

All Head of Departments,
PSPCL.

Memo no. 273/306

/G-022/PO-C Dated:

14.02.2025

Subject:- Amendment in Clause no. 95 and Powers of WTD's to accept open limited and single tenders for works in PSPCL's New DOP, 2024.

Amendment No. – 1

In reference to the BODs decision taken in its 112th meeting held on 04.02.2025 conveyed by Company Secretary vide its UO No. 405 dated 06.02.2025, the following amendments have been approved to be incorporated in the New DoP, 2024. The old as well as revised clause are reproduced as under:-

a) **Clause no. 95 of Delegation of Powers (DoP) by incorporating “Repair and maintenance of staff cars in the Head office.” in remarks column at Sr. No. 9, is amended as under:-**

EXISTING CLAUSE					AMENDED CLAUSE				
B. Non-Recurring Contingencies					B. Non-Recurring Contingencies				
95	To Sanction non-recurring expenditure chargeable to Contingencies where no special power is prescribed in the rules.	CEs/HODs/ SE Personnel	Upto Rs.50,000 for any one item	Note-1 In case where the purchase has to be made at the spot after examining the quality and the articles are not covered by any specific prescribed specification, the Chief Engineer/HOD is authorized to accord sanction in effecting such purchases upto Rs.20,000 in each case without inviting competitive quotations provided it is certified that the rates have been ascertained from the market and are reasonable and the official authorized to make the purchases shall coopt two other officers(One from Finance) authorized by the competent authority in case purchase price is more than Rs. 10000 in each case. The powers will be exercised in respect of the following items:- 1) Purchase of locks, Clocks, Time piece,	95	To Sanction non-recurring expenditure chargeable to Contingencies where no special power is prescribed in the rules.	CEs/HODs/ SE Personnel	Upto Rs.50,000 for any one item	Note-1 In case where the purchase has to be made at the spot after examining the quality and the articles are not covered by any specific prescribed specification, the Chief Engineer/HOD is authorized to accord sanction in effecting such purchases upto Rs.20,000 in each case without inviting competitive quotations provided it is certified that the rates have been ascertained from the market and are reasonable and the official authorized to make the purchases shall coopt two other officers(One from Finance) authorized by the competent authority in case purchase price is more than Rs. 10000 in each case. The powers will be exercised in respect of the following items:- 1) Purchase of locks, Clocks, Time piece,
		SEs/ Legal Advisor or equivalent	Upto Rs.10,000 for any one item				SEs/ Legal Advisor or equivalent	Upto Rs.10,000 for any one item	
		Sr.Xen/ Dy. Secy/ Dy.CAOs/ Sr. Architect & equivalent	Upto Rs.5,000 for any one item				Sr.Xen/ Dy. Secy/ Dy.CAOs/ Sr. Architect & equivalent	Upto Rs.5,000 for any one item	

		AEE/ AE or equivalent AO/ Sr. AO/ Audit or AO/ Sr. AO/ Project (I/C of office)	Upto Rs.500 for any one item	Table top ,office use items like fluorescent tubes, table lamps, call bells, cells and all other articles for office use except office furniture. 2) Purchase of articles (including its accessories) relating to hot, airy and cold weather arrangements as per norms. 3) Purchase & repair of items relating to Laptops, printers, computers etc. 4) Preparation of name plates and office boards. Other petty purchases of articles of office use only required from time to time. 5) Purchase of articles, for cultural programs such as erection of stage, hiring of sound system, hiring of Dresses and artificial Jewellery hiring of musician and hiring of furniture etc. expenditure on account of entertainment/refreshm ent to the artists during rehearsals etc. 6) Petty expenditure to be incurred in connection with Photography, Designing cassette, decoration printing, local conveyance, press facility articles, hiring of singers, 7) Expenditure on cancellation on Rail/Air bookings. 8) Any other petty item including the repair of office furniture and fixtures. Note 2 The powers will be exercised only if order is to be placed at the lowest rate and in case the quotation other than the lowest is to be accepted for one reason or the other, approval of the Head of Department shall be obtained.			AEE/ AE or equivalent AO/ Sr. AO/ Audit or AO/ Sr. AO/ Project (I/C of office)	Upto Rs.500 for any one item	Table top ,office use items like fluorescent tubes, table lamps, call bells, cells and all other articles for office use except office furniture. 2) Purchase of articles (including its accessories) relating to hot, airy and cold weather arrangements as per norms. 3) Purchase & repair of items relating to Laptops, printers, computers etc. 4) Preparation of name plates and office boards. Other petty purchases of articles of office use only required from time to time. 5) Purchase of articles, for cultural programs such as erection of stage, hiring of sound system, hiring of Dresses and artificial Jewellery hiring of musician and hiring of furniture etc. expenditure on account of entertainment/ refreshment to the artists during rehearsals etc. 6) Petty expenditure to be incurred in connection with Photography, Designing cassette, decoration printing, local conveyance, press facility articles, hiring of singers. 7) Expenditure on cancellation on Rail/Air bookings. 8) Any other petty item including the repair of office furniture and fixtures. 9)Repairs and maintenance of staff cars in the Head office. Note 2 The powers will be exercised only if order is to be placed at the lowest rate and in case the quotation other than the lowest is to be accepted for one reason or the other, approval of the Head of Department shall be obtained.
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b) Powers of Whole Time Directors, PSPCL for "Works" at page No. 79 in the New DoP 2024 is amended as under:

Sr. II (i). To accept open, limited and single tender under normal rules for purchase of material/works as under:-

EXISTING CLAUSE					AMENDED CLAUSE				
Sr. No.	Description	Extent of Delegation (WTDs)		Remarks	Sr. No.	Description	Extent of Delegation (WTDs)		Remarks
		For Purchase of material	For Works	Powers of WTDs for - purchase of material amended vide amendment in Purchase Regulations,2017			For Purchase of material	For Works	Powers of WTDs for purchase of material amended vide amendment in Purchase Regulations,2017and Power of WTDs for Works revised as per BoDs decision
a	Open Tender	Full Powers	Rs.100 Crore		a	Open Tender	Full Powers	<u>Full Powers</u>	
b	Limited Tender	Full Powers	Rs. 20 Crore		b	Limited Tender	Full Powers	<u>Full Powers</u>	
c	Single Tender	Full Powers	Rs. 10 Crore		c	Single Tender	Full Powers	<u>Full Pows</u>	

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This issues with the approval of competent authority.


 Chief Engineer/MM
 PSPCL, Patiala

CC. 307/13

/G-22/PO-C

Dated:

14.02.2025

1. OSD to CMD, PSPCL Patiala.
2. OSD to CMD, PSTCL Patiala.
3. SE/Tech. to Director/Distribution, PSPCL Patiala.
4. SE/Tech. to Director/Commercial, PSPCL Patiala.
5. SE/Tech. to Director/Generation, PSPCL Patiala.
6. SE/Tech. to Director/Administration, PSPCL Patiala.
7. PS to Director/Finance, PSPCL Patiala.