

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

2023/F(X)II/PW/10

New Delhi, dated: 16-11-2023

DG/IRISET,
Secunderabad.

Sub: Delegation of Powers to DG/CoE/IRISET

The matter of delegation of powers to Director General, Centre of Excellence (CoE), IRISET was under consideration in Board's office.

2. To enable smooth functioning of CoE/IRISET and expeditious rollout of KAVACH, it has been decided by Board to delegate powers to DG/CoE/IRISET as mentioned in Annexure attached herewith.
3. These powers may be exercised within the available budget keeping in view the rules of financial propriety and other restrictions imposed from time to time. The limits specified are per case limit unless annual limit has been specified. Further, prior finance concurrence will be required unless indicated otherwise specifically.
4. Please acknowledge receipt.



**(Ashish Singh)
Director Finance (Expenditure)
(Railway Board)**

2023/F(X)II/PW/10

New Delhi, dated: 16-11-2023

Copy to:

- i) Dy. Comptroller & Auditor General of India (Railways), Room No. 224, Rail Bhawan, New Delhi.
- ii) PFAs, All Indian Railways including Production Units.



**(Ashish Singh)
Director Finance (Expenditure)
(Railway Board)**

Copy to: OSD/MR, OSD/Co-ord/MR, Additional PS/MR, Advisor/MR, Sr. PPSs/PPSs/PSs to Board Members, Secretary, DG/RHS, DG/RPF, ADG/DS, Additional Members, OSDs, Advisors and Executive Directors, EDCE(G), DCE(G), DIP, Editor/Indian Railways, Editor/Bhartiya Rail, O&M Branch of Board's office.

PART – A: Works Matters

S.No	Nature of Powers	Extent of Powers
1	Technical sanction to sub estimate/detailed estimates/ revised estimates for all the works including those sanctioned by higher authorities	Upto the cost of projects specifically being handled by CoE
2	To incur expenditure on Trial and Experimental works	50 lakh per case.
3	Sanction of estimate and administrative approval for work chargeable to revenue (Ordinary & Special) for which budget allotment has been made, during the current year.	Full Powers upto the cost of projects specifically being handled by CoE
4	Sanction to excess over estimates (Including those sanctioned by higher authority at the time of preparing revised/completion estimates.) (A) For itemized works, and LAW/Minilaw items Other than M&P and surveys:	
	(i) Increase in cost due to escalation	Full Powers upto the cost of projects specifically being handled by CoE
	(ii) Increase in cost due to reasons other than escalation	Upto 20% of the original cost of projects specially being handled by CoE.
5.	Works Contract for approved and sanctioned works- or supplies related to sanctioned works or zonal contracts:	
	Calling of Tenders:	
	(i) Open Tenders.	Same powers as DG/IRISET
	(ii) Limited Tenders from approved list for Works Contracts.	Same powers as DG/IRISET
	(iii) Special Limited Tender (a) Works of specialized nature	Full Powers upto the cost of projects specifically being handled by CoE.
6	(A) Consultancy works for other than property	Upto Rs.2 Crore

Note:

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- FA&CAO/SCR will be associate finance for exercise of these powers.
- All proposals should be entered into the liability register and expenditure should be commensurate with fund availability.
- These powers will be exercised by DG/CoE/IRISET in Level-16.

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	development schemes from outside bodies including PPP projects	
7	(A) Single Tender(Works of specialized nature)	Upto Rs.50 lakh
8	Acceptance of Tenders: i) Open/Limited/Special Limited ii) Acceptance of single tender.	Same powers as DG/IRISET
9	To dispense with calling of tenders for works which are urgent in nature and to accept offers received in response to quotations.	Same powers as DG/IRISET
10	Signing of contract agreements including rider agreements in respect of tenders accepted by the competent authority for all types of contracts including works/service/BOOT etc.	Same powers as DG/IRISET. These powers may be re-delegated by DG/CoE/IRISET.
11	Introduction of new SOR items in contract for works.	Same powers as DG/IRISET
12	Introduction of new non-schedule items in contract for works Without Finance Concurrence	Same powers as DG/IRISET
13	Introduction of new non-schedule items in contract for works with finance Concurrence	Same powers as DG/IRISET
14	Variation in quantities specified in contracts: (A) Increase in quantities specified in the Contract. (B) Decrease in quantities specified in contract.	Same powers as DG/IRISET
15	Extension to the date of completion of contracts for works or supplies.	Same powers as DG/IRISET
16	Advances to Contractors (A) Mobilization Advance (B) Advance against new plant & machinery.	Same powers as DG/IRISET
17	Release of Performance Guarantee	Same powers as DG/IRISET
18	Refund of /Earnest Money and Security deposit of contractors	Same powers as DG/IRISET
19	Determination of amount of Liquidated Damages recoverable from contractors failing to fulfil contracts for works in accordance with Clause-17 B of GCC	Same powers as DG/IRISET
20	Levy of Token penalty recoverable from contractors while granting extension of contract	Same powers as DG/IRISET

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- iii) All proposals should be entered into the liability register and expenditure should be commensurate with fund availability.
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	under Clause 17 B of GCC.	
21	Waiver of Liquidated damages /Token Penalty recovered from contractors.	Same powers as DG/IRISET
22	Forfeiture of Earnest Money Deposit and Security Deposit and encashment of Performance Guarantee for works.	Same powers as DG/IRISET
23	To cancel/ Terminate contracts in accordance with the conditions of contract.	Same powers as DG/IRISET
24	Revocation of termination of contracts.	
	(A) After issue of 48 hours notice but before issue of final termination notice in terms of clause 62 of GCC	Same powers as DG/IRISET
	(B) After issue of final termination notice	Same powers as DG/IRISET
25	Sanction of the proposals for Outsourcing of the manpower and activities pertaining to CoE.	Full powers if provision is available in sanctioned estimate.
26	Repairs/AMC to Machinery & Plants including material handling vehicles (excluding motor trolleys and motor vehicles) including cost of spares incidental to repair.	
	(a) Expenditure on diagnosis of fault	Same powers as DG/IRISET
	(b) Repair other than single tender basis	Same powers as DG/IRISET
	(c) Repair on single tender basis with OEM or authorized dealer of OEM	Same powers as DG/IRISET
	(d) Annual Maintenance Contract on other than single tender basis	Same powers as DG/IRISET
	(e) Annual Maintenance Contract on Single tender basis with OEM or authorised dealer of OEM.	Same powers as DG/IRISET
27	Repair /AMC of equipments (other than T&P and M&P) including rolling stock equipments, S&T equipments, electrical equipments, Engineering equipments etc.	
	(a) Expenditure on diagnosis of fault	Same powers as DG/IRISET
	(b) Repair other than single tender basis	Same powers as DG/IRISET
	(c) Repair on single tender basis with OEM	Same powers as DG/IRISET

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	or authorised dealer of OEM.	
	(d) Annual Maintenance Contract on other than single tender basis	Same powers as DG/IRISET
	(e) Annual Maintenance Contract on Single tender basis with OEM or authorised dealer of OEM.	Same powers as DG/IRISET
28	Hire of Plant and Machinery from outsiders or Govt. Bodies in case of emergency	Upto Rs.10 lakh
29	Delegation of Powers in case of Service Contracts (inviting and accepting tenders)	Full powers for inviting and accepting tenders (with Finance concurrence) in case of Service contracts on open/limited tender basis.
30	Entering into contracts/formal understanding in the prescribed forms for performance/ provision of the agreed services, etc., by (a) Departments/Statutory Bodies of the Central, State or Local Bodies (Municipalities, etc.) for Railway's use and payment of fees and other amount there for as per the scale prescribed by the respective Authority.	Full Powers
	(b) Private/Outside bodies	Upto Rs. 10 lakh

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PART – B: MISCELLANEOUS MATTERS

S.No	Nature of Powers	Extent of Powers
	Office and Miscellaneous Expenses	
1	Cash Imprest	
	(A) Sanction of cash imprest to Officers and supervisors	Same powers as DG/IRISET
	(B) Stores imprest	Same powers as DG/IRISET
	(C) Cash Imprest for Specific Purposes	Same powers as DG/IRISET
2	Purchase of rubber stamps, office seals, special seals, embossing seals etc.	Same powers as DG/IRISET
3	Purchase, and hiring of office machines like Photocopiers, Printers, Scanners, fax or any other equipment certified as office equipment Chargeable to Revenue/Works.	Same powers as DG/IRISET
4	Supply of brief cases/laptop Bag/Sling bag.	Same powers as DG/IRISET
5	Sanction of expenditure on Ceremonial occasions	Same powers as DG/IRISET
6	Payment of Charges (Finance concurrence is necessary beyond Rs. 15000/- per occasion.)	
	(A) Physical/ Metallurgical/ Chemical/Forensic analysis of samples or test of articles or materials and calibration of instruments by: (i) Govt. labs and Govt. approved lab or Govt Institutions/ Chemical Examiner/other Govt. agencies.	Full Powers
	(ii) Other outside agencies.	Upto Rs.50 lakh
	(iii) To sanction advance payment against proforma invoice towards physical, metallurgical & chemical analysis of samples or tests of articles or materials & callibration of instruments.	Upto Rs.50 lakh
	(B) Statutory testing/Certification of fitness as	Upto Rs.10 lakh

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	per pollution control act, Factories act etc. for CoE Lab equipment etc.	
7	Condemnation and disposal of:	
	(A) Petty articles, T&P, Instruments etc. other than office equipment.	Same powers as DG/IRISET
	(B) For office equipment.	Same powers as DG/IRISET
8	Repairs/Diagnostics/ Refurbishing/Rehabilitation /Calibration of tools & plants and office equipments.	Same powers as DG/IRISET
9	To enter into annual service/maintenance contract for office equipment and other equipment through tender/quotations.	
	(A) For all equipments, T&Ps (other than Office Equipments)	Same powers as DG/IRISET
	(B) For office equipment, such as duplicators, Photo copier machines, Franking machines etc.	Same powers as DG/IRISET
10	Replacement/ addition to small items of equipment for CoE Office, Lab etc.	
	(A)(i) Replacements/ additions chargeable to revenue including T&P for CoE Office, Lab etc. Finance concurrence is required for procurement of non-stock items costing above Rs. 10,000/- each.	Same powers as DG/IRISET
	(ii) Replacements/ additions of items not chargeable to revenue provided for in the sanctioned estimates.	Same powers as DG/IRISET
	(B)(i) Repairs to furniture/furnishing items.	Same powers as DG/IRISET
	(ii) Replacement of furniture/furnishing items.	Same powers as DG/IRISET
	(C) (i) Purchase of new furniture/furnishing items on additional account for CoE Office, Lab etc.	Same powers as DG/IRISET
	(ii) Purchase of furniture provided for in sanctioned estimates for newly created assets.	Same powers as DG/IRISET
11	(A) Purchase of blank invitation cards and	Same powers as DG/IRISET

Note:

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iii) All proposals should be entered into the liability register and expenditure should be commensurate with fund availability.

iv) These powers will be exercised by DG/CoE/IRISET in Level-16.

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	covers for printing in emergent cases.	
	(B) Printing of publicity material such as leaflets, folders, stickers and posters including invitation cards, brochures and handouts etc.	Same powers as DG/IRISET
12	Write-off of losses of stores, tools, and plant.	Same powers as DG/IRISET
13	To exercise the powers of "Head of Office" in respect of ordinary contingent expenditure mentioned in paras 1044 & 1045 of Financial Code Vol. I.	Same powers as DG/IRISET
14	Technical Books / Newspapers and Training Centres.	
	(A) (i) Purchase of Technical books, technical periodicals, and digitized books.	Same powers as DG/IRISET
	(ii) Purchase of newspapers, other periodicals, e-books and e-periodicals in CD or mail format & Electronic media	Same powers as DG/IRISET
	(B) Payment of subscription towards institutional membership fee.	Same powers as DG/IRISET
15	IT Related	
	(i) Repairs to Computer and IT related hardware.	Rs 10 lakh
	(ii) Minor cabling, data conversions, ribbon refilling in Computer Centre covering items like PCs / peripherals and workstations.	Rs 10 lakh
	(iii) Non-stock Computer Consumables (including consumables related to photocopiers, duplicator etc).	Rs 5 lakh
	(iv) AMC of hardware and software.	Full powers for CoE assets
	(v) Internet connection through Railnet / Broadband.	Full powers
	(vi) Procurement of Digital Signature Certificate & Encryption Certificate.	Full powers
	<u>Telecommunications</u>	
16	BSNL Telephones.	
	(A) Provision of new phones on Non-OYT basis.	Same powers as DG/IRISET
	(B) Shifting of Dept. of Telecommunication BSNL phones.	Same powers as DG/IRISET
	(C) Provision of STD facility.	Same powers as DG/IRISET

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	(D) Payment of telephone rental and call charges, whose private phone is used for official purposes	Same powers as DG/IRISET
	(E) Hiring of voice and data circuits. (i) Advance payment of registration fee, search fee to DOT	Same powers as DG/IRISET
17	Hiring of motor vehicles for:	
	(A) Field inspections covering stations, work sites, Railway installations and Computerized Passenger Reservation System/Micro-wave installations, Market Survey etc.	Same powers as DG/IRISET
	(B) Regular Hiring of Motor Vehicle (i) To sanction hiring of Vehicle for eligible officers.	Same powers as DG/IRISET
	(ii) Hiring of vehicle for select field officers/senior supervisors who are assigned specific section as part of their normal duties based on criticality of need. Officers up to JS in the field unit can be provided with such hired vehicle. Multi Utility Vehicles can be hired for field supervisors to carry men and material to Work/ breakdown site.	Same powers as DG/IRISET
	(C) Special occasions such as VIP visits, touring with media persons, during accidents/emergencies/ exigencies.	Same powers as DG/IRISET
	(D) Hiring of Road vehicles for Railway Officers coming from outside or going to attend meeting/conferences/ seminars or to conduct inspections.	Same powers as DG/IRISET
	(E) Additional powers for hiring pooled vehicles (minimum 02 nos.) for CoE officials.	Additional powers for hiring of maximum 02 vehicles for common pool.
18	Air travel on duty.	Same powers as DG/IRISET
19	Incurrence of Expenditure :	
	(A) On entertainment for meetings involving outsiders or organised labour, formal inter departmental and other meetings & conferences.	Same powers as DG/IRISET

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	(B) Working Lunch	Same powers as DG/IRISET
20	To sanction payment of:	
	(A) Pleaders fees within the scales fixed by the High Court or separately approved by Board.	Same powers as DG/IRISET
	(B) Incidental legal expenses connected with suits filed in Court of Law.	Same powers as DG/IRISET
	(C) Conveyance charges of pleaders engaged on lump sum fee when they undertake journeys outside their Headquarters in connection with Court cases to which the Railway is a party.	As per Ministry of Law/Ministry of Railway charges.
	(D) Incurrence of Law Charges on Patents.	As per Ministry of Law/Ministry of Railway charges.
21	Hiring of audio/video multimedia materials for special occasions, etc.	Full Powers
22	Printing work in outside presses	
	i) Printing letter pads	Same powers as DG/IRISET
	ii) Printing of visiting cards.	Same powers as DG/IRISET

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PART – C: STORES MATTERS

S.No	Nature of Powers	Extent of Powers
1.	Approval Of Quantities for Procurement	
	(A) Signing of Non-stock requisitions by user department	Same powers as DG/IRISET
2	Signing of PAC by user department	Same powers as DG/IRISET
3	Purchases made directly by departments other than Stores department.	
	(A) Procurement through GeM by user departments:	Same powers as DG/IRISET
4	Local purchase of non-stock items, petty items for offices, stationary, training material, low prices books on advanced technology for supply to tainees, audio/video films, software, equipment for labs, Furniture for classroom/office/hostle, office automation equipment, linen/bedding/blankets etc for hostel, reprographic equipment and training aids (copier, printer, scanner, LCD, Projector, UPS, fax machines, computer peripherals, network equipment (routers, switches, wireless devices etc) catering and kitchen equipment etc on additional and replacement account.	Same powers as DG/IRISET

S.No.	TC Level	Composition of Tender Committee	Accepting Authority
5	Consideration of Offers:		
	Composition of Tender Committee and Accepting Authority:-		
(i)	TC of Sr. Scale Above Rs.50 Lakh and up to	Two Member TC: 1. Sr. Scale Officer (Convener) 2. Sr. Scale/Jr. Scale Officer of Accounts	JAG/SG level Officer.

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	Rs. 1 Crores.	Deptt.	
(ii)	TC of JAG Above Rs.1 Crore and up to Rs. 10 Crores.	1. JAG/SG (CoE) (Convener). 2. JAG/SG (of other Deptt.) 3. JAG/SG of Accounts Department (wherever JAG is not available, SS officer of Accounts Deptt. may be nominated)	SAG Officer
(iii)	TC of SAG Above Rs. 10 Crores and up to Rs.200 Crores	1. ED/CoE (Convener) 2. SAG Officer 3. SAG of Accounts Department	DG/CoE/IRISET
(iv)	TC of PHOD/CHOD Above Rs.200 Crores and up to Rs.500 Crores	1. HAG (CoE) (Convener), 2. HAG (other Deptt.) 3. HAG of Accounts Deptt.	DG/CoE/IRISET

In case appropriate rank Officer is not available in CoE, Officer from SCR may be got nominated by GM/SCR.

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