



①

PUNJAB STATE TRANSMISSION CORPORATION LTD.
 Regd. office PSEB Head Office, The Mall, Patiala
 O/O Company Secretary

Office Order No. 09 /CSI- 4 PSTCL Dated 31.12.2010

Subject: Delegation of Powers to Committee of Directors, CMD and Directors.

The Board of Directors of Punjab State Transmission Corporation Limited, in its 6th Board meeting held on 21st day of December, 2010, at Corporation's Guest House Mohali, considered the Financial Advisor/PSTCL memorandum No. 10 dated 29.11.2010 and delegated powers to committee of whole Time Directors, CMD and Directors, in addition to the powers already delegated and circulated vide this Office Order No. 01/BD-526(PSTCL) dated 01.7.2010 and 02/BD-526(PSTCL) dated 01.7.2010, which are as under:

A.

Sr. No	Description	Authority	Remarks
1	Filing of ARR with PSERC	Committee of WTDs	
2	Filing of review petition with PSERC Filing of appeal with ATE, New Delhi Filing of petition with CERC	Committee comprising CMD, Director/F&C & Director/T.	
3	To Waive off surcharge Levied on account of late payment where levy of surcharge is not due to fault of consumer.	Committee comprising CMD and Director/F&C	
4	To sanction grant/ex-gratia relating to amenities/festivals/welfare in each case	CMD upto Rs. 20,000/- Director(s) upto Rs. 10,000/- Committee of WTDs-Upto Rs. 5 Lac	Subject to Budget Grant
5	To accord sanction for expenditure for function/exhibition on Republic /Independence Day	CMD- Up to Rs. 5 Lac Committee of WTDs-Up to Rs. 10 lacs	
6	To accord sanction for expenditure for foundation stone laying ceremonies/ Inauguration of Sub-stations, new office building etc	CMD- Up to Rs.1 Lac Committee of WTDs-10 lacs.	Subject to Budget Grant
7	To accord sanction for expenditure on addition/alteration/renovation of residential and non residential buildings	CMD/ Director(s)- Upto Rs.10 lacs Committee of WTDs-Up to Rs.50 Lacs	Subject to Budget Grant
8	Approval of expenditure on Hospitality/TA/Office Contingencies of CMD/ Directors as per Norms/ Rules	CMD /Director(s) themselves	Subject to Budget Grant

gr

①
147
10/1/11

1

DS
US-1
US-II

7.1.11

9	Approval of journeys by official/private vehicles for official journeys beyond approved limits	CMD/Directors for offices under their control -Full powers. No limit shall be applicable in case of CMD/Directors.	
10	To convey administrative approval for incurring capital expenditure on works for which no budget is made	Committee of WTDs-Up to Rs.1 Crore.	
11	Approval of term and conditions of raising term loans from financial institutions against sanctioned schemes and authorizing the person for signing of loan documents	Committee of Board (Loans) comprising CMD & Director /Finance & Commercial	
12	To sanction hiring of manpower from outsourcing agencies against vacant positions	Committee of WTDs	
13	Sanctioning of Mobile, Fax Machines, Photo copier machine, internet connections including data cable for official use.	Committee comprising Director/F&C and Director /Technical. Director/F&C shall be chairman and Dy. Secy./General shall be the convener of the Committee	
14	Standardization of Fax Machines, Photo copier machines, ACs and vehicles.	Committee comprising Director/F&C and Director /Technical Director/F&C shall be chairman and Dy. Secy./General shall be convener of the Committee)	
15	Sanctioning and allotment of vehicles as per norms	Committee comprising Director/F&C and Director /Technical Director/F&C shall be chairman and Dy. Secy./General shall be the convener of the Committee)	
16	To accept open, Limited and Single tenders for purchase of material as per Purchase Regulations	<u>Open Tender</u> Committee of WTDs -upto Rs. 100 crore CPC/PPC upto Rs.4 crores PC/General upto Rs.1 crore CE Concerned Rs. 15 lacs <u>Limited Tender</u> Committee of WTDs Upto Rs. 20 crore CPC/PPC upto Rs. 2 crore	Amendments in Purchase regulations & DOP Sr. No. 47,49 & 53 WTDs may allow addition of quantity upto 20% of the NIT in emergent cases.

		PC/General upto Rs.40 lacs CE Concerned Rs. 10 lacs <u>Single Tender</u> Committee of WTDs Upto Rs. 10 Crore CPC/PPC upto Rs. 1 crore PC/General upto Rs.20 lacs CE Concerned Rs. 5 Lacs	
17	To accept open, Limited and Single tenders as per Works Regulation	<u>Open Tender</u> Committee of WTDs upto Rs. 100 Crore Works Committees upto Rs. 2 crores CE upto Rs 1 crore <u>Limited Tender</u> Committee of WTDs upto Rs. 20 crore Works Committees upto Rs. 80 lacs CE upto Rs 40 lacs <u>Single Tender</u> Committee of WTDs Upto Rs. 10 Crore Works Committees upto Rs. 40 lacs CE upto Rs 20 lacs	Amendment in Works Regulations & DOP Sr. no.58.
18	To sanction installation of new Telephones	Deputy Secretary/General with the approval of Director/Admn.	

B. Committee comprising of Er.-in-Chief/C.E. concerned, CAO (for Sub Station & TL Organization)/FA (for SO&C & P&M Organization) and Dy. C.E./S.E concerned is hereby constituted for procurement /works. Dy. C.E./S.E. concerned shall be the convener of procurement/works.

C. Following amendments in Purchase/Works Regulations are hereby approved:-

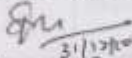
Purchase Regulation 6(vi) Cash Purchases is to be amended to raise the limit of Rs. 5000 to Rs. 10000 (each) in case of urgent items against cash payment after assessing the reasonability of rates from the market on the basis of at least three quotations in writing.

Items valuing upto Rs. 5000 (each) may be purchased against cash payment after conducting oral enquiries in the market.

A new Sub Clause (viii) is proposed to be inserted to include special purchases in case of items required for the residence/residence camp offices of HOD and higher rank officers. The items may be purchased against the oral enquiries in

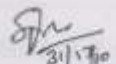
the market provided that the procurement is made directly by them upto the fixed norms and limits.

for and on behalf of
Punjab State Transmission Corporation Limited


31/12/10
Company Secretary

Endst. No. 701/870 CS-4/PSTCL Dated 31.12.2010

1. Chairman cum Managing Director, PSTCL
2. Chairman cum Managing Director, PSPCL
3. Sh. Karanbir Singh Sidhu, IAS, (Director/PSTCL), Principal Secretary/Finance, Govt. of Punjab, Civil Secretariat, Chandigarh.
4. Sh. Arun Goel, IAS, (Director/PSTCL), Principal Secretary/Power, Govt. of Punjab, Mini Secretariat, Chandigarh.
5. Director/Technical, PSTCL.
6. Director/Finance & Commercial, PSTCL.
7. Director/Administration, PSTCL.
8. Er. in Chief/SS, PSTCL, Patiala.
9. Chief Engineer/TL, PSTCL, Patiala.
10. Chief Engineer/SO&C, PSTCL, Patiala.
11. Chief Engineer/P&M, PSTCL, Ludhiana.
12. Financial Advisor, PSTCL, Patiala.
13. Chief Accounts Officer/Corporate Accounts, PSTCL, Patiala.
14. OSD to CMD, PSTCL, Patiala.
15. All SEs/Sr. Xens., /PSTCL.
16. All Dy. FA/Dy. CAO, PSTCL.
17. All Dy. Secretary/ Under Secretary, PSTCL.
18. All Sr. P.S./P.S. to Directors, PSTCL.
19. All Sectional Officers/ Head of Sections.


31/12/10
Company Secretary
PSTCL. @

31/12