



**CIDCO**  
WE MAKE CITIES

CE (NM)

# DELEGATION OF POWERS



## ENGINEERING DEPARTMENT



No. CIDCO/CBD/CE(NM)/2015/314

23<sup>rd</sup> January, 2015

## **CIRCULAR**

### **Sub : Revision of Existing Delegation of Powers.**

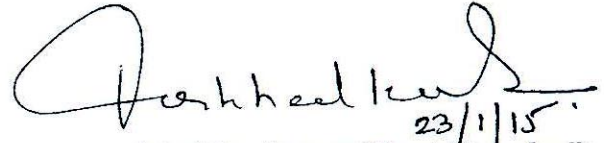
Board has accorded approval to the revision in Delegation of Powers to various officials for execution of engineering works vide Board Resolution No. 11263 dated 18/12/2014.

The Highlights of the revised Delegation of Powers are as under :

1. The powers of appointment of consultants/ experts are enhanced subject to approving authority shall inform to next higher authority about action taken. The appointment of specialists, conciliators and auditors are also included under Sr. No. 1 (a).
2. The powers of training to engineers including study tours & visits are introduced under Sr. No. 1 (d).
3. The power to accord administrative approval, to accord technical sanction to the estimate, to accept the lowest tender, to sanction excess over technically sanctioned estimates, to sanction extra items, to carryout repairs has been enhanced for all works. The same Delegation of Powers shall be applicable for deposit works.
4. Power to grant extension of time period of contracts will remain same as per earlier B.R. No. 9234 dated 31.05.2005.
5. The power to accord approval to the works for direct remunerative units such as parking lots etc. under Sr. No. 12 (a), power to empanel consultants/ experts / specialists / conciliators etc. under Sr. No. 14 and power to condone delay in submission of any and all performance or other securities under Sr. No. 15 has been newly introduced.

6. All other powers not included in enclosed annexure rest with Board.

A copy of the Annexure indicating various powers approved by the Board is enclosed for the reference and compliance with immediate effect.

  
23/1/15  
Chief Engineer (Navi Mumbai)

CE (NMIA) / CE(SP)

ACE(I) / ACE (II)

All SEs ( )

All EEs ( )

All AEEs ( )

CAO

All Sr. AO ( )

All AOs ( )



## ANNEXURE

### DELEGATION OF POWERS AS PER B.R. NO. 11263 DATED 18/12/2014.

Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
1.	<p><b>a)</b> Appointment of consultants/ experts/ specialists, conciliators, auditors (such as third party) etc.</p> <p><b>b)</b> Studies, surveys and site investigations</p> <p><b>c)</b> Technical visits to factories/plants etc. for skill &amp; knowledge up-gradation in the field of construction technology</p> <p><b>d)</b> Training to engineers including study tours &amp; visits</p>	<p>MD – 200 Lakhs CE – 50 Lakhs ACE – 20 Lakhs SE – 5 Lakh</p> <p>MD – 200 Lakhs CE – 50 Lakhs ACE – 10 Lakhs SE – 2 Lakh</p> <p>MD – 100 Lakhs CE – 25 Lakhs</p> <p>MD – 100 Lakhs CE – 50 Lakhs</p>	<p>CAO CAO Sr.AO Sr.AO</p> <p>CAO CAO Sr.AO Sr.AO</p> <p>CAO CAO</p> <p>CAO CAO</p>	<p>These powers to be exercised subject to the following conditions:</p> <p>1) Subject to budget &amp; project provisions within prescribed ceiling limits.</p> <p>2) For 1(a) approving authority shall Inform to the next higher authority about action taken.</p> <p>3) For 1 c) &amp; 1d) the powers are per financial year</p>
2.	Powers to accord administrative approval to works	MD – 2000 Lakhs CE – 150 Lakhs ACE – 60 Lakhs SE – 15 Lakhs EE – 1 Lakh	CAO CAO Sr.AO Sr.AO Sr.AO	<p>These powers should be exercised subject to following conditions:</p> <p>1) Subject to Project Provision and Budget Provision.</p> <p>2) The work if not covered in Approved Budget, prior Approval of MD is necessary.</p>

Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
3.	Powers to accord administrative approval to Infrastructure Works for which sufficient provision in the Project Report does not exist.	MD. – 700 Lakhs	CAO	1) Proposal to be routed through Economic section for revision of provisions. 2) Subject to budget provision.
4.	Powers to accord administrative approval to works not covered under approved Project Report	MD – 200 Lakhs CE – 15 Lakhs	CAO CAO	1) Proposal to be routed through Economic section for revision of provisions 2) Subject to budget provision
5.	Powers to accord administrative approval for all capitals works relating to rehabilitation schemes including Grant-in-Aids works & rehabilitation works.	JMD – Full power CE – 50 Lakhs	CAO CAO	1) Subject to the budget provision
6.	To accord technical sanction to the estimates	CE – Full powers ACE – 600 Lakhs SE – 100 Lakhs EE – 40 Lakh		
7.	To accept the lowest tender	MD – 2500 lakhs CE – 600 Lakhs ACE – 150 Lakhs SE – 60 Lakhs EE – 15 Lakh	CAO CAO Sr.AO Sr AO Sr.AO	1) These powers shall be valid for tenders having quoted offer upto +10% on the latest estimate.



**CIDCO OF MAHARASHTRA LIMITED**

Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
				<p>2) In case of delegated powers vested with MD, if the offer is more than + 10% on the latest estimate, the approval authority shall be with Board.</p> <p>3) In case of delegated powers vested with the other authorities, if the offer is more than + 10% on the latest estimate, the approval authority shall be with MD.</p>
8.	To directly award of work AT PAR with prevailing DSR/CSR rates to any one of CIDCO's empanelled agencies under very exigent and urgent situations where safety & security of people involved and emergency work like structural repairs, restoration of water supply net work etc.	MD, JMD,CVO, CE & CAO jointly - 200 Lakhs CE & CAO jointly - 50 lakhs		Approving authority shall inform to the next higher authority about action taken.

**CIDCO OF MAHARASHTRA LIMITED**

Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
9.	To sanction excess over technically sanctioned estimates	<p>CE – Full powers ( Subject to Total cost is restricted to administrative approval)</p> <p>ACE – for works up to 600 Lakhs – Full powers subject to individual item not exceeding 2.0 Lakhs (within the Accepted Price)</p> <p>SE – for works up to 100 Lakhs – Full powers subject to individual item not exceeding 1.0 Lakh (within the Accepted Price)</p> <p>EE – for works up to 40 Lakhs – Full powers subject to individual item not exceeding 0.25 Lakh (within the Accepted Price)</p>	<p>CAO</p> <p>Sr.AO</p> <p>Sr.AO</p> <p>Sr.AO</p>	<p>1) The Accepted Price shall be amount mentioned in the Letter of Intent and/or Work Order</p> <p>2) For using the +5% contingencies, approval from CE shall be obtained</p> <p>3) Excess / saving statement shall be got arithmetically checked by Sr AO.</p> <p>4) Savings accruing, if any, shall be diverted to other works at different locations/projects with prior approval of CE</p>



Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
10.	To sanction extra item	<p>CE – Full powers ( Subject to Total cost is restricted to administrative approval)</p> <p>ACE – for works up to 600 Lakhs – Full powers subject to individual item not exceeding 1.0 Lakh (within the Accepted Price)</p> <p>SE – for works up to 100 Lakhs – Full powers subject to individual item not exceeding 0.50 Lakh (within the Accepted Price)</p>	<p>CAO</p> <p>Sr.AO</p> <p>Sr.AO</p>	<p>1) The Accepted Price shall be amount mentioned in the Letter of Intent and/or Work Order</p> <p>2) For using the +5% contingencies, approval from CE shall be obtained.</p>
11.	<p>To carry out repairs</p> <p>a) Routine Maintenance &amp; Repairs, Renovations of any permanent assets such as offices etc., Operation &amp; Maintenance Works for STPs, WTPs, Pumping Stations etc., works for direct remunerative units such as parking lots etc.</p>	<p>MD – Full Powers</p> <p>CE – 150 Lakhs</p> <p>ACE – 60 Lakhs</p> <p>SE – 15 Lakhs</p>	<p>CAO</p> <p>CAO</p> <p>Sr.AO</p> <p>Sr.AO</p>	<p>1) Subject to Budget Provision</p>



Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
	b) Special Repairs including structural repairs to the buildings	MD – Full Powers CE – 150 Lakhs ACE – 60 Lakhs	CAO CAO Sr.AO	2) Subject to Budget Provision
12.	Power to grant extension of period of contracts	<p>For works costing more than 1.00 Crores:</p> <p>VC&amp;MD – Full powers</p> <p>CE – Upto 25% of duration of contract initially prescribed.</p> <p>ACE – Upto 20 % of duration of contract initially prescribed.</p> <p><u>For works costing less than Rs. 1.00 Crores.</u></p> <p>CE – Full powers</p> <p>ACE – Upto 25% of duration of contract initially prescribed.</p> <p>SE – Upto 20 % of duration of contract initially prescribed.</p>		As per B.R. No. 9234 dated 31/05/2005

Sr. No.	Nature of Power	Powers delegated as per BR No. 11263 dtd. 18/12/2014	Financial concurrence	Remarks
13.	Power to empanel consultants/ experts/ specialists, conciliators etc.	MD & CE jointly - Full powers		
14.	To condone delay in submission of any and all performance or other securities	MD - above 30 days CE - 30 days ACE - 15 days SE - 10 days		

**(As per B.R. No. 11263 dated 18/12/2014)**

**Notes:**

1. This delegation of powers regarding execution of works will be available to all the technical staff appointed in Navi Mumbai. New Towns, Rehabilitation and Social Service Department and Transportation and Communication Planning Departments. So far as powers to accord administrative approval is concerned, the Chief Administrator (New Towns) will be authorized to exercise the powers delegated to the Chief Engineer in respect of works to be executed in the New Towns.
2. The amounts mentioned in the power to accord Administrative Approval shall be the amount worked out as per the detailed estimates of the subject work and shall be the estimated amount put to the bid. To this an additional 5% for contingencies shall be deemed to be approved as centages. All other costs such as bid/project consultancy charges etc. shall be got approved separately under specific heads as per DoP. The approval to the payment for variations due to the price variation clause shall not be required to be obtained separately.



3. For The proposal routed through Economic section for insufficient project provision or / no project provision, Specific notes should be made on the proposal by Economic section.
4. The powers approved under Technical Sanction shall also be valid for :
  - 4.1. Scrutiny of final bill.
  - 4.2. Acceptance & approvals or release of any and all performance or other securities.
  - 4.3. Approval to Bid & Contract Documents.
5. All Bid & Contract Documents, after approval from competent authorities, shall be signed by the concerned Superintending Engineers only.
6. All interim payment invoices shall be released for payment by the concerned Executive Engineer only. The final bills, securities etc. shall be (after due approvals from competent authorities) shall be released for payment by the concerned Executive Engineer only.

CORRIGENDUM

Sub: - Rectifications of discrepancies in Delegation of Powers.

Board vide its Resolution No. 11263 dated 18/12/2014 has accorded approval to the revision in Delegation of Powers to various officials for execution of engineering works.

However, it has been noticed certain discrepancies in the revised Delegation of Powers which need to be rectified.

VC & MD has ratified the same and the corrected provisions as ratified by VC & MD are as follows:

Sr. no. of DoP	Nature of Power.	Powers delegated.	Financial concurrence	Remarks
2 a)	Powers to accord administrative approval to works	MD - 2000 Lakhs CE - 150 Lakhs ACE - 60 Lakhs SE - 15 Lakhs EE - 1 Lakh	CAO CAO Sr.AO Sr.AO Sr.AO	These powers should be exercised subject to following conditions: 1) Subject to Project Provision and Budget Provision. 2) The work if not covered in Approved Budget, prior Approval of MD is necessary.
b)	Works for direct remunerative units such as parking lots etc.	MD - Full Powers CE - 150 Lakhs ACE - 60 Lakhs SE - 15 Lakhs	CAO CAO Sr.AO Sr.AO	1) Subject to Budget Provision

*[Signature]*  
28.07.2015  
SE (HQ)



11	To carry out repairs .			
	a) Routine Maintenance & Repairs, Renovations of any permanent assets such as offices etc., Operation & Maintenance Works for STPs, WTPs, Pumping Stations etc.	MD - Full Powers CE - 150 Lakhs ACE - 60 Lakhs SE - 15 Lakhs	CAO CAO Sr.AO Sr.AO	1) Subject to Budget Provision
	b) Special Repairs including structural repairs to the buildings	MD - Full Powers CE - 150 Lakhs ACE - 60 Lakhs	CAO CAO Sr.AO Sr.AO	1) Subject to Budget Provision

Note No. 5 at page No.01 shall be read as:

The power to accord approval to the works for direct remunerative units such as parking lots etc. under Sr. No. 2b , power to empanel consultants/experts/specialists/ conciliators etc under Sr.No.14 and power to condone delay in submission of any and all performance or other securities under Sr.No. 15 has been newly introduced.

Note No. 5 at page No.10 shall be read as:

i) All Bid & Contract Documents, after approval from competent authorities, shall be signed by the concerned Superintending Engineers only for the works that require technical sanction from the officer not below the rank of Superintending Engineer.

*[Signature]*  
28.07.2013  
S. (H&P)



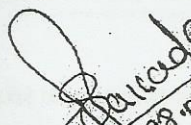
(ii) All Bid & Contract Documents, after approval from competent authorities, shall be signed by the concerned Executive Engineers for the works under his technical sanction.

(iii) After issuance of Acceptance letter to the Contractor, all the Contractual Documents such as Acceptance of Bank Guarantee, Work Order, and Contract Agreement etc. shall be signed by the concerned Executive Engineer only.

Clarification to Note no. 2 on page no. 9:

The amounts mentioned in the power to accord Administrative Approval is for the estimated amount of the subject work and an additional 5% for contingencies shall not necessitate revised administrative approval. However, in case of variation in the work that requires use of 5% contingencies must get approval from CE.

This circular is issued as approved by VC & MD.

  
28.04.2015  
SE(HQ)  
P

C.C. to:

CE(NM)/CE (NMIA) / CE (SP)

ACE (I) / ACE (II)

All SEs ( )

All EEs ( )

All AEEs ( )

CAO

All Sr. AO

All AOs