

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED**  
**ABSTRACT**

**APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Orders – Issued.**

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**G.O.O.No. 270/GM/(Adm)/ 2003**

**Date: 24.07.2003**

**ORDER:**

The erstwhile A.P.S.E. Board formulated the delegation of powers during the year 1963-1964 to various officers working in the organization. Several office orders had been issued from time to time since then to ensure smooth and efficient functioning of the organization. The APGENCO at its second Board Meeting held on 01.02.1999 has resolved to continue the delegation, authorization and other arrangements made by A.P.S.E. Board till APGENCO makes other alternate modified arrangements. During the last 40 years, there has been sizeable increase in prices of spares and consumables and cost of specialist services and higher monetary values were involved in overhauls and for day to day operation of the generating Stations. Consequent upon the sizeable increase in volume of work, involving the higher monetary values specialized nature of works in Generating Stations and keeping in view the need to ensure smooth and efficient functioning of the organization, a thorough review of the existing delegation of powers was made; Keeping in view the suggestions given by Project Heads and other officers, revised delegation of powers were drafted by Senior Officers of the Corporation and submitted to the Board for approval.

2. The whole time Directors of APGENCO have discussed the issue since May 2003 and suggested certain modifications, alterations etc., The same suggestions, modifications, alterations were carried out and revised proposals were submitted for consideration of the Board. These proposals have been discussed in the 28<sup>th</sup> Meeting of the Board of Directors of APGENCO held on 12.07.2003 and approved the revised delegation of powers to various officers including whole time Directors and CMD of the Corporation on Works, Stocks, Stores and Finance.

3. The APGENCO accordingly issues revised delegation of powers with a concept, intent and purpose of delegation in Annexure – III appended to various officers, whole time Directors and CMD as indicated in Annexure – I appended subject to the following conditions:-

- 1) The above powers should be exercised with due regard to economy, quality and financial propriety as in Annexure – IV in all items of expenditure.
- 2) Contracts and estimates should not be split up into two or more items to bring within the powers of sanction/execution of any lower cadre officer.

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- 3)
  - i) Apart from the existing centralized items {Iron, Steel & Cement, Coal and Fuel Oils, Chemicals, Hydrogen Gas, Power Transformers, Transformer Oil, Conveyor Belts, coal Mill Liners, Coal Crusher Hammers, Grinding Media, Bearings on Rate Contract (like SKF)}, further items, if necessary, may be included as centralized items after review or as decided by the management from time to time; and
  - ii) Head Quarters committees shall procure centralized items, Special T&P, high value items and disposal of scrap.
  - iii) Purchase of materials coming under centralized items can be resorted to by field engineers / officers provided.
    - a) Materials are unexpectedly required and are not available in the stores
    - b) Procurement in such cases is limited to the immediate needs based on the works involved
    - c) Rates are not more than the last ordered rate and
    - d) Materials like steel and cements to be procured only from main producers.
- 4) Screening Committee shall be formed at each power station as suggested below for reviewing the requisitions before initiating procurement action.
  - i. Whenever estimated value of purchase requisition is more than Rs.2 lakhs but upto Rs. 5 lakhs, a Screening Committee consists of representative of Stores (DE/Stores), DE / User and Finance (AO).
  - ii. In case where the estimated value of purchase requisition is Rs. 5 lakhs and above, Screening Committee consisting of SE in charge of Stores, SAO and requisitioning Engineer (DE/User) shall do the review except the following:
    - a. Purchase requisitions of below Rs. 2 lakhs, which are reviewed by group of stores executives.
    - b. Purchase requisitions approved by Chief Engineer or Head of of Power Station (These powers are to be used sparingly)

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- c. Purchase requisitions raised by the stores, for items that are approved by competent authority.
  - d. Proprietary article certificates/spares for OEM OR OES standardization /single source procurement certificate it is to be forwarded with relevant requisition which shall be approved by an authority not below the level of SE.
- 5) Tender committees as mentioned in Annexure –II are to be constituted for procurement of materials / awarding of works. The committees will meet and examine the procedure followed in sending Enquiries, receipt of tenders, opening of tenders, evaluation of tenders and the detailed tender analysis. The minutes of this meeting of the said committee on the proposals considered by it should be approved on the same day or the next working day of the meeting. Specific mention in the minutes of the committee meeting about the non – availability of similar materials in any stores (in the plants / stores concerned) shall be made. The Chief Engineer / Superintending Engineer / Divisional Engineer should place orders after said approval of the committee and after ensuring that there is budget allocation. If the recommendations of the tender committee are not acceptable to the competent authority, the reasons for non – acceptance shall be fully recorded.
- a. It should be ensured that expenditure incurred is not in excess of sanctioned estimates and such excess as provided in the delegation of powers.
  - b. The competent authority approving a purchase / award of work as per these delegations may also approve commercial terms conditions and deviations if any from standard conditions of APGENCO.
  - c. Copies of all orders placed by the concerned officers should be sent to FA&CCA (Audit)/ VS/ Hyderabad for review at Head Quarters and to circulate a brief analytical note to the Directors, at least once in a month.
4. All the Station Heads should ensure that approved cost data / SSR for various items of work including material, labour, transport etc., is prepared as per procedures laid down and communicated to all concerned field officers for guidance in preparation of estimates and also as a guide while executing the work. Cases of excess expenditure under these heads if any, should be invariably scrutinized during inspections of senior officers.

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5. The existing delegation of powers in respect of the issues not covered in the revised delegation of powers, shall be continued until further orders.
6. The Executive Directors shall exercise the powers of Functional Heads.
7. All Executive Directors, Chief Engineers, General Managers, FA&CCAs, Superintending Engineers and Deputy CCAs are requested to take action accordingly and implement these orders scrupulously.
8. These orders shall come into force with immediate effect.

(BY ORDER AND IN THE NAME OF ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED )

**J. PARTHASARATHY**  
**CHAIRMAN & MANAGING DIRECTOR**

To  
All Executive Directors / APGENCO  
All General Managers / APGENCO  
All Chief Engineers / APGENCO  
All FA&CCAs / APGENCO  
All Deputy CCAs / APGENCO

Copy to the :  
Special Officer / Techl. to CMD / APGENCO  
DE / Techl. to Director (thermal) / APGENCO  
EE/Techl. to Director (Technical) / APGENCO  
ADE/Techl. to Director (Hydel) / APGENCO  
Sr. Accounts Officer to Director (Finance) / APGENCO  
PA to Executive Director (IS) / APGENCO  
PA to Executive Director (HR) / APGENCO  
OSD / Civil / APGENCO /VS/ Hyd.  
Chief of Vigilance & Security /VS/ Hyd.  
Addl. SP (Vigilance) //VS/ APGENCO  
All Divisional Engineers / APGENCO  
All Sr. Accounts Officers / APGENCO  
All Deputy Secretaries / APGENCO  
All Assistant Secretaries / APGENCO  
Company Secretary / APGENCO  
Pay Officer/ APGENCO /VS / Hyd.  
Accounts Officer (CPR) / APGENCO / VS / Hyd.  
Divisional Engineer / MPP / APGENCO / VS / Hyd.  
Stock File.

// FORWARDED :: BY ORDERS //

PERSONNEL OFFICER

**CANONS OF FINANCIAL PROPRIETY**

- i. Expenditure should not prima facie be more than the occasion demands.
- ii. Every employee should exercise same vigilance in respect of expenditure incurred from Public Moneys, as a person of ordinary prudence would exercise in respect of expenditure of his own money.
- iii. No authority should exercise powers of sanctioning expenditure to pass an order, which will directly or indirectly be to its own advantage.
- iv. Public money should not be utilized for the benefit of a particular person or section of the community, unless
  - a) Amount of expenditure is insignificant
  - b) A claim for the amount would be enforced in a Court of Law.
  - c) Expenditure is in pursuance of a recognized custom or policy.
- v. Amount of allowances, such as traveling allowances granted to meet expenditure of a particular type should be so regulated that allowances are not, on the whole source of profit to the recipient.

**CONCEPT, INTENT AND PURPOSE OF DELEGATION**

The delegation of powers has been drawn up keeping in view of the following criteria.

- i. The Delegation shall effectively contribute to the smooth, expeditious and efficient realization of corporation's laid down goals and targets, within the policy framework set for itself.
- ii. The delegation shall effectively utilize the organizational structure for realization of the purpose set out in (i) above.
- iii. The Delegation shall be commensurate with the responsibilities and the status of the executives to whom the delegation has been accorded.
- iv. The Delegation shall be accountable for their decisions under the delegation.
- v. The Delegation shall be subject to such controls/instructions as are conveyed from time to time to the delegates in general or in particular.
- vi. As the delegation is meant for smooth execution of the work and expeditious realization of corporate goals, any constraint or impediment in this direction shall promptly be brought up by the concerned and reviewed by the Competent Authority to remedy the same.
- vii. An interpretation placed on the delegation shall take into account the intent, purpose and concept behind the delegation, viz. to execute the work in a manner which is smooth (i.e. not causing any disturbance or dislocation in the course of execution), effective (i.e. cost effective, being the best possible alternate at least possible cost) and expeditious (i.e. ensure timely quickest possible realization of the objective without any hindrance or impediment)
- viii. The delegation is also based on the concept of centralized policy making and decentralized execution.
- ix. In respect of powers delegated up to the level of concerned Director and in matters of extreme urgency i.e. when in the absence of decision/sanction/ approval, the company is likely to be put to a loss of revenue, disadvantage, embarrassment, increase in expenditure directly or indirectly and the concerned authority is not available to accord approval the next lower level authority may exercise the power after recording the fact of urgency and of the non availability of the higher authority. The decision / sanction / approval shall however, be shown promptly to the concerned higher official for post – facto approval. **This shall not however apply to modification in terms of payment and payment to contractors.**
- x. The financial powers shall always be exercised with due observance of canons of financial propriety, which are enumerated in the Annexure – IV. Care may be taken to ensure that awards are not split only for the purpose of bringing the same within the powers of a particular Executive.

## TENDER COMMITTEES

- 1. D.E. Level Committee: (for Generating stations headed by DE)**
  - a. D.E. incharge of the Station
  - b. D.E. to be nominated by concerned SE
  - c. ADE who has requisitioned
  - d. ADE incharge of Stores
  - e. AAO of the Station
  
- 2. S.E. Level Committee: (for Generating stations headed by SE)**
  - a. S.E. incharge of the Station
  - b. S.E. to be nominated by concerned CE
  - c. D.E. who has requisitioned
  - d. D.E. incharge of Stores
  - e. SAO/AO of the Station
  
- 3. C.E. Level Committee: (for Generating stations headed by CE)**
  - i) L.P.C. (Rs. 15 lakhs and below):**
    - a. C.E. incharge of the Station
    - b. S.E. who has requisitioned
    - c. S.E. incharge of Stores
    - d. Dy CCA / SAO of the Station
  
  - ii) H.P.C. (Rs. 15 lakhs to Rs, 50 lakhs)**
    - a. C.E. incharge of the Station
    - b. Another C.E. at the Station Head Quarters or to be nominated by concerned Director.
    - c. S.E. who has requisitioned
    - d. S.E. incharge of Stores
    - e. Dy CCA / SAO of the Station

**4. C.E. at the Head Quarters**

- a. Concerned C.E.
- b. C.E. to be nominated by concerned Director
- c. S.E. who has initiated the purchases at Head Quarters
- d. Dy. CCA / Accounts

**5. Director Level Committee**

- a. Concerned Director
- b. Director to be nominated by CMD
- c. Concerned C.E.
- d. S.E. who has initiated purchases at the Head Quarters
- e. ED (Finance ) FA & CCA/ Accounts

**6. Chairman & MD Level Committee**

- a. Chairman & MD
- b. Concerned Director
- c. Director (Finance)
- d. C.E. who has initiated purchases at Head Quarters

**7. SPC at Corporate Level:**

Chairman & MD and all full time Directors

The date and time of the Tender Committee Meeting shall be fixed by the competent authority and in case if it is not held for any reason on that date, the same has to be held within next two days with the requisite quorum of three Members.

**ANNEXURE – I**

REVISED DELEGATION OF POWERS

Dt.12-7-2003

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE \ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
1 1.10	<b>WORKS</b> Administrative approval of all capital works included in the Approved Budget.	Full Powers	Upto Rs. 200.00 lakhs subject to the recommendation of concerned Director	Upto Rs. 100.00 lakhs subject to recommendation of CE / concerned	Upto Rs. 50.00 lakhs subject to the recommendation of SE	Upto Rs. 15.00 lakhs	Upto Rs. 2.00 lakhs	
1.11	Administrative approval of all capital works included in the Budget.	Full Powers	Upto Rs. 150.00 lakhs	Upto Rs. 50.00 lakhs	Upto Rs. 10.00 lakhs	--	--	
1.12	To sanction excess over authorization of all capital works not involving material alteration in design/scope of the project	Full Powers	Upto 25% subject to total estimate not exceeding powers in (1.10) above	Upto 20% subject to total estimate not exceeding powers in (1.10) above	Upto 15% subject to total estimate not exceeding powers in (1.10) above	Upto 10% subject to total estimate not exceeding powers in (1.10) above	Can accept minor technical deviations not having financial affect in execution.	

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE \ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
1.13	Accord technical Sanction to detailed estimates of works covered by authorization	--	--	--	Full Powers	Full Powers for the works costing upto 15.00 lakhs	Full Powers for the works costing upto 2 .00 lakhs.	Technical Sanction of estimates may be accorded only after administrative approval.
1.14	Approval to extra or deviated items (supplemental items)	Full Powers	Full Powers upto 25% of the contract value subject to a maximum limit of Rs. 200.00 lakhs	Upto 20% of the contract value or Rs. 100.00 lakhs whichever is less	Upto 15% of the contract value or Rs. 50.00 lakhs whichever is less	Upto 15% of the contract value or Rs. 15.00 lakhs whichever is less	Upto 10% of the contract value or Rs. 2.00 lakhs whichever is less	Revised estimate shall be got sanctioned wherever the actual exceed 10% of contract value.
1.15	Acceptance of tenders for works when competitive tenders are invited							

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	GE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
a)	If the acceptable tender is the lowest	Upto Rs.1000.00 lakhs	Full Powers upto Rs.200.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.100.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.50.00 lakhs and excess is not more than 10% of the sanctioned estimate.	Full Powers upto Rs.15.00 lakhs and excess is not more than 10% of the sanctioned estimate.	Full Powers upto Rs.2.00 lakhs and excess is not more than 5% of the sanctioned estimate.	
b)	Limited Tenders	Upto Rs.500.00 lakhs	Full Powers upto Rs.100.00 lakhs	Full Powers upto Rs.50.00 lakhs	upto Rs.15.00 lakhs	upto Rs.5.00 lakhs	upto Rs.1.00 lakh	Concrete reasons are to be recorded. Powers are to be used sparingly in case of emergencies and Specialized works only.
c)	If the tender other than the lowest is to be accepted. If necessary after conducting negotiations in case of urgency.	upto Rs.500.00 lakhs	Full Powers upto Rs.100.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.50.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.10.00 lakhs and excess is not more than 10% of the sanctioned estimate.	Full Powers upto Rs.2.00 lakhs and excess is not more than 10% of the sanctioned estimate.	--	Reasons to be recorded, for approving other than the lowest tender.

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
d)	If only one tender is received and it is not considered necessary to reinvoke tenders and follow up negotiations are not considered necessary	upto Rs.250.00 lakhs	Full Powers upto Rs.50.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.25.00 lakhs and excess is not more than 15% of the sanctioned estimate.	Full Powers upto Rs.5.00 lakhs and excess is not more than 10% of the sanctioned estimate.	Upto Rs.1.00 lakh 5% excess over with technically sanctioned estimate.	--	These powers shall be exercised in case of emergency only.
1.16	Awarding of contracts on nomination if tenders are not received even after two calls.	upto Rs.250.00 lakhs	Full Powers upto Rs.50.00 lakhs not exceeding estimate rates	Full Power upto Rs.25.00 lakhs not exceeding estimate rates.	Full Power upto Rs.10.00 lakhs not exceeding estimate rates.	Full Power upto Rs.5.00 lakhs not exceeding estimate rates.	Full Powers upto Rs.2.00 lakhs not exceeding estimate rates.	
1.17	Awarding of contracts on nomination without inviting tenders in case of emergency both for original and repair works.	upto Rs.100.00 lakhs	upto Rs.25.00 lakhs not exceeding estimate rates	upto Rs.15.00 lakhs not exceeding estimate rates.	upto Rs.5.00 lakhs not exceeding estimate rates.	Upto Rs.2.00 lakh not exceeding estimate rates.	upto Rs.1.00 lakhs not exceeding estimate rates.	Reasons to be recorded. Powers to be used sparingly.

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
1.18	Annual maintenance and repairs of Buildings/Roads/ Station Equipment / Plant and Machinery, and other works							
A)	Building and Roads: Residential, Non residential Buildings, Roads, special repair, additions and alterations and ordinary repairs.	Full Powers	Upto Rs. 50.00 lakhs	Upto Rs. 25.00 lakhs	Upto Rs. 10.00 lakhs	Upto Rs. 5.00 lakhs	Upto Rs. 1.00 lakh	
B)	Maintenance, Repairs, Servicing of earth moving and Heavy Haulage equipment, like tractors, cranes, locos, Fire tenders, bull dozers etc.	Full Powers	Upto Rs. 25.00 lakhs	Upto Rs. 10.00 lakhs	Upto Rs. 5.00 lakhs	Upto Rs. 3.00 lakhs	Upto Rs. 1.00 lakh	

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
C)	Maintenance and repairs of plant and Machinery (Exclusive of cost of spares and replacement parts)	Full Powers	Upto Rs. 50.00 lakhs	Upto Rs. 25.00 lakhs	Upto Rs. 15.00 lakhs	Upto Rs. 5.00 lakhs	Upto Rs. 1.00 lakhs	
D)	Maintenance and repairs of Motor vehicles, other equipment, Plant and Machinery.							
i)	Replacement of parts (Special Repairs)	Full Powers	1) Jeep/Car – Rs.1.00 lakh 2) All types of vans and mini buses – Rs.2.00 lakhs 3) Lorry / Bus Rs.4.00 lakhs	1) Jeep/Car – Rs.75,000/- 2) All types of vans and mini buses – Rs.1.50 lakhs 3) Lorry / Bus Rs.2.00 lakhs	1) Jeep/Car – Rs.50,000/- 2) All types of vans and mini buses – Rs.75,000/- 3) Lorry / Bus Rs.1.00 lakhs	1) Jeep/Car – Rs.30,000/- 2) All types of vans and mini buses – Rs.50,000/- 3) Lorry / Bus Rs.60,000/-	1) Jeep/Car – Rs.15,000/- 2) All types of vans and mini buses – Rs.20,000/- 3) Lorry / Bus Rs.25,000/-	
E)	Powers to sanction annual O&M Estimates of Vehicles and machinery.		--	--	Full Powers	Full Powers	Rs.50,000/-	
Sl.No.	Nature of Power	SPC	CMD	Concerned	CE\ GM or	SE \ DGM or	DE \ MANAGER	Remarks

				<b>Director</b>	<b>equivalent</b>	<b>equivalent</b>	<b>or equivalent</b>	
F)	Write off and approve survey reports in respect of unserviceable vehicles and Earth moving machinery like dozers, Locos, Fire tenders tractor Trailors etc. and T&P Articles.	--	--	--	Full Powers	Upto acquisition cost of Rs. 50,000/-	Upto acquisition cost of Rs. 10,000/-	
G)	Annual servicing contracts for equipment with the suppliers or their authorized agencies	Full Powers	Upto Rs. 30.00 lakhs in each case	Upto Rs. 15.00 lakhs in each case	Full Powers upto Rs. 5 Lakhs in each case	Full Powers upto Rs. 50,000/- in each case	Full Powers upto Rs. 25,000/- in each case	
1.19	Grant of extension of time beyond stipulated period for execution of contracts	--	--	Full Powers	Full Powers for works approved by him or lower authority	Full Powers for the works approved by him or lower authority	50% of the agreement period for the works accepted by him	

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	GE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
1.20	Face value of agreement (Enhancement)	--	--	---	--	Full Powers	Full Powers for the works awarded by him	Full Powers to the agreement concluding authority after approval of supplemental items by the competent authority.
1.21	Utilisation of services of Experts / Consultants and Service Engineers							
a)	Govt. Institutes & Govt. undertakings.	--	--	Full Powers	Upto Rs. 5.00 lakhs	Upto Rs. 2.00 lakhs	Upto Rs.50,000/-	
b)	Other than Govt. Institutes & Govt. undertakings.	--	--	Full Powers	Upto Rs. 3.00 lakhs	Upto Rs.50,000/-	Upto Rs.20,000/-	

**Note :**

- 1) The existing powers of ADEs for Chit Agreements upto Rs. 2500/- and repairs of vehicles upto Rs. 1000/- may also be enhanced up to Rs. 5000/- and Rs. 2000/- respectively.**
- 2) The above powers shall be exercised by the tender committees formed at Stations and Head Quarters as given in the Annexure.II.**

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE/EE	Remarks
2.	<b>STOCKS &amp; STORES</b>							
2.10	To sanction and purchase of Stocks / Stores for works/ O&M							
i)	Materials relevant to construction/ Operation / Plant & Machinery / Electrical equipment including spares and computer related equipment**	<b>Full</b>	<b>Upto Rs.200 lakhs</b>	<b>Upto Rs100 lakhs</b>	<b>Upto Rs.50 lakhs</b>	<b>Upto Rs.15 lakhs</b>	<b>Upto Rs.2 lakhs</b>	
	** Like purchase of a) Computers b) Servers c) Printers d) Network equipment e) Computer related accessories f) UPS g) Computer furniture h) Software, i) Software development		(With the general approval of Executive Director/ Information Systems or through Executive Director / Information Systems)					
ii)	Proprietary articles	<b>Full</b>	<b>Upto Rs.100 lakhs</b>	<b>Upto Rs.50 lakhs</b>	<b>Upto Rs.15 lakhs</b>	<b>Upto Rs. 5 lakhs</b>	<b>Upto Rs.1 lakh</b>	

Sl.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE/EE	Remarks
iii)	Tools, Scientific, Survey, Laboratory equipment, computer related items like a) AMC of computers, network equipment, UPS & other computer related equipment, b) consumables, c) stationery, d) spares, e) lease line payment f) Internet connectivity payments g) training h) consultation charges i) faculty management charges j) data entry charges.	Full	Upto Rs.50 lakhs	Upto Rs.30 lakhs	Upto Rs.20 lakhs	Upto Rs. 10 lakhs	Upto Rs.2 lakhs	(with the general approval of Executive Director / Information Systems or through Executive Director / Information Systems for Computer related items).
iv)	Medical & Hospital stores	Full	Upto Rs.50 lakhs	Upto Rs.20 lakhs	Upto Rs.5 lakhs	Upto Rs. 3 lakhs	Upto Rs.1 lakh	
v)	Office equipment, Furniture and consumables.	Full	Upto Rs.25 lakhs	Upto Rs.10 lakhs	Upto Rs.5 lakhs	Upto Rs. 1,00,000/-	Upto Rs.25,000/-	
vi)	To Incur expenditure in respect of any matter for which no specific authority has been provided.	Full	Upto Rs.25 lakhs	Upto Rs.5 lakhs	Upto Rs.1 lakh	Upto Rs. 50,000/-	Upto Rs.10,000/-	(Justification shall be sent immediately to the next higher authority for incurring the expenditure).

SI.No.	Nature of Power	SPC	CMD	Concerned Director	GE\ GM or equivalent	SE \ DGM or equivalent	DE \ MANAGER or equivalent	Remarks
2.11	To purchase on DGS&D Contract rates/ specific or calling rates approved by the company without calling for tenders							(For accepting other than the lowest tender, monthly return of such cases shall be sent to next higher authority with copy to FA&CCA/ Audit).
b)	To purchase outside DGS&D rate contract in respect of the material available against rate contract items at the same or lower rates than those prevailing under rates contract on conditions which are not less favorable than those of DS&D rate contract	Full	Upto Rs.2.00 Crores	Upto Rs.1 Crores	Upto Rs.50 lakhs	Upto Rs. 15 lakhs	Upto Rs.2 lakhs	
2.12	Acceptance of tenders where more than one valid tender is received							
i)	If the tender is lowest							
	<b>a) Open Tenders</b>	Upto Rs.10.00 Crores	Upto Rs.2 Crores	Upto Rs.1 Crore	Upto Rs. 50 lakhs	Upto Rs.15 lakhs	Upto Rs.2 lakhs	
	<b>b) Limited Tenders</b>	Upto Rs.2.50 Crore	Upto Rs.50 lakhs	Upto Rs. 25 lakhs	Upto Rs.10 lakhs	Upto Rs.2 lakhs	Upto Rs.50,000/-	
ii)	If a tender other than the lowest is to be accepted (Reasons to be recorded)							
	<b>Open Tenders</b>	Upto Rs.5 Crores	Upto Rs.1 Crore	Upto Rs.50 lakhs	Upto Rs. 25 lakhs	Upto Rs.5 lakhs	Upto Rs.50,000/-	
iii)	Purchase of Proprietary items							
	<b>a) Government &amp; PSU</b>	Upto Rs.10 Crores	Upto Rs.2 Crores	Upto Rs.50 lakhs	Upto Rs. 25 lakhs	Upto Rs.10 lakhs	Upto Rs.2 lakhs	
	<b>b) OEM (Private)</b>	Upto Rs.2.5 crores	Upto Rs.50 lakhs	Upto Rs. 25 lakhs	Upto Rs.12.5 lakhs	Upto Rs.5 lakhs	Upto Rs.1 lakh	

SI.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE \ MANAGER or equivalent	Remarks
B)	Single tender (branded materials)	Upto Rs.250 lakhs	Upto Rs. 50 lakhs	Upto Rs. 25 lakhs	Upto Rs.5 lakhs	Upto Rs.2.00 lakhs	--	(Reasons to be recorded).
2.13	To place repeat order provided there is not downward trend in prices subject to budgetary provision and over all powers vested with the purchase authority.	Upto 50% of the original order approved by itself	Upto 50% of the original order approved by himself	Upto 50% of the original order approved by himself	Upto 50% of the original order approved by himself	Upto 50% of the original order approved by himself	Upto 50% of the original order approved by himself	
2.14	a) Emergency / casual Purchases (reasons to be recorded)			Full	Upto Rs. 20,000/-	Upto Rs. 10,000/-	Upto Rs. 5,000/-	
	b) Short term lending / borrowing and emergency / purchase of materials and equipment with centre / State Govt. & Govt. controlled organizations	Upto Rs.250 lakhs	Upto Rs. 50 lakhs	Upto Rs. 25 lakhs	Upto Rs.15 lakhs	Upto Rs.5.00 lakhs	Upto Rs. 1 lakh	
2.15	a) To declare stores as surplus / unserviceable to fix resale , reserve price for them and order disposal by open Tender or other-wise difficult to dispose off at book value.	Full	Upto Rs. 25 lakhs	Upto Rs.10 lakhs	Upto Rs.5.00 lakhs	Upto Rs. 2 lakh	Upto Rs. 1 lakh	(Salvage committee to be appointed at every station consisting of SE (user dept.), SAO, Divisional Engineer / Store other SE to be co-opted)

SI.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE/EE	Remarks
B)	T0 declare stores as surplus / unserviceable to fix resale, reserve price for them and order disposal by open tender or otherwise difficult to dispose off at book value for T&P articles.	Full	Upto Rs. 10 lakhs	Upto Rs.5 lakhs	Upto Rs.3 lakhs	Upto Rs.2.00 lakhs	Upto Rs.1.00 lakh	(Salvage committee to be appointed at every station consisting of SE (user dept.), SAO, DE /Stores other SE to be co-opted).
C)	Sanction of sale of stores other than tools and plant and controlled articles at issue rates plus storage, supervision and handling charges or at market rates which ever is higher without detrimental to works (against payment)				Full	Upto Rs.1.00 lakh	Upto Rs. 25,000/-	(Salvage committee to be appointed at every station consisting of SE (user dept.), SAO, DE / StoreS other SE to be co-opted)

SI.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE/EE	Remarks
2.16	To sanction expenditure on transport of materials by the							
	i) Cheapest mode shortest route;	<b>Full</b>	<b>Upto Rs.1.00 Crores</b>	<b>Upto Rs.40 lakhs</b>	<b>Upto Rs.20 lakhs</b>	<b>Upto Rs. 10 lakhs</b>	<b>Upto Rs. 2 lakhs</b>	
	ii) Other than the cheapest mode/shortest route for reasons to be recorded.		<b>Upto Rs.50 lakhs</b>	<b>Upto Rs.20 lakhs</b>	<b>Upto Rs. 10 lakhs</b>	<b>Upto Rs. 5 lakhs</b>	<b>Upto Rs. 1 lakh</b>	
2.17	To award contract for loading ,unloading, transport and handling of materials based on tenders	<b>Upto Rs.5.00 Crores</b>	<b>Upto Rs.1.00 Crore</b>	<b>Upto Rs.40 lakhs</b>	<b>Upto Rs. 20 lakhs</b>	<b>Upto Rs. 10 lakhs</b>	<b>Upto Rs. 2 lakhs</b>	
2.18	Purchase of stationery, drawing materials, printed forms, printed book, logbook, charts for recorder etc.			<b>Full</b>	<b>Upto Rs. 20 lakhs per annum</b>	<b>Upto Rs. 10 lakhs per annum</b>		

SI.No.	Nature of Power	SPC	CMD	Concerned Director	CE	SE	DE/EE	Remarks
2.19	A) Authorizing expenditure of demurrages or wharfrage charges							
	a) Railways				Full	--	--	
	b) Other than Railways		Full	Upto Rs.2 lakhs	Upto Rs. 50,000/-	Upto Rs. 5,000/-	--	
	B) Authorizing Waiver of demurrages / wharf age charges							
	a) Railways		Full	Upto Rs.1.00 Crore	Upto Rs. 50.00 lakhs	Upto Rs. 25.00 lakhs		
	b) Other than Railways		Full	Upto Rs.1.00 lakh	Upto Rs. 50,000/-	Upto Rs.5,000/-	--	
2.20	Sale of scrap	Upto Rs.10.00 Crores	Upto Rs.2.00 Crores	Upto Rs.1.00 Crore				This item to be dealt by head quarters.

Level of Members of Tender Committee as per the Annexure-II

	Nature of Power	CMD	Concerned Director	CE/FA&CCA	SE\Dy.CCA	DE/EE/SAO	Remarks
<b>3</b>	<b>FINANCE</b>						
3.10	To Open account/s with Bank/s to operate on such accounts, to make sign, draw, accept, endorse or other wise execute cheques, promissory notes, drafts, hundies, orders bills of exchange, bills of lading and other negotiable instruments and to give receipts, release and other discharges for moneys payable to the company and for claims / demands of the company.	--	--	Full Powers	Full Powers	Full Powers	Opening of Bank accounts should be with the permission of the committee of two Directors consisting of Director (Finance).
3.11	To determine from time to time who shall be entitled to sign companys behalf bills, notes receipts, acceptances, endorsements cheques, dividend warrants, release, contracts documents and to give the necessary for such purpose		Full Powers	--	--	--	-
3.12	Sanction of compensation for damages to crops cutting of valuable or fruit bearing trees, involved in construction works	Full Powers	Upto Rs.5.00 lakhs	Upto Rs.2.00 lakhs	Upto Rs.50,000/-	Upto Rs.10,000/-	
	Scrutiny by	Director/ Finance	FA&CCA (AUDIT)	Dy. CCA/SAO	SAO/AO	AO/AAO	
3.13	a) Sanction re-appropriation between heads of expenditure within the sanctioned budget.		Director (F) Full Powers	Upto Rs.5 Lakhs p.a. in each case	--	--	
	b) Sanction of re-appropriation between the units with in the same head of expenditure of O&M budget			FA&CCA concerned Full Powers	--	--	

	Nature of Power	CMD	Concerned Director	CE/FA&CCA	SE\Dy.CCA	DE/EE/SAO	Remarks
3.14	<p>To take on lease or other wise required for the company any property rights or privileges</p> <p>a) Upto 5 yers</p> <p>b)More than 5 year</p>	Full Powers Sanction by the concerned director with concurrence of Director (F)		Full Powers	Rs. 1,00,000/- per annum in each case.	Rs. 25,000/- in each case	
	Scrutiny by	Director /Finance	FA&CCA (Audit)	Dy.CCA/SAO	SAO/AO	AO/AAO	
3.15	<p>To take over land &amp; Buildings</p> <p>i) Where acquired through Govt. Revenue authorities</p>					Full Powers	
	ii) Through negotiations	Full Powers	Compensation amount not to exceed Rs. 15 lakhs	Compensation amount not to exceed upto Rs.10 lakhs A committee consists of C.E. of concerned unit. S.E. from HQRs SAO of the Field unit	Compensation amount not to exceed upto Rs.5 lakhs A committee consists of S.E. of concerned unit. D.E. HQRs AND SAO/AO of the Field unit	A committee consists of D.E. of concerned unit. A.D.E. from HQRs AO nominated by SE	

	Nature of Power	CMD	Concerned Director	CE/FA&CCA	SE\Dy.CCA	DE/EE/SAO	Remarks
3.16	a) To make deposits / payments to Governments / Statutory Local bodies as per statutory requirements b) Other Agencies	Full Powers	Full Powers  Upto Rs. 50,000/-	Full powers with in his jurisdiction	Full powers with in his jurisdiction	Full powers with in his jurisdiction	
3.17	To accept certificate of payment in lieu of missing voucher where payment was made by crossed cheque/D.D. To accept certificate of payments in the time of missing voucher where payments was made by cash			Full Powers  Upto Rs. 20,000/-	Upto Rs. 1 lakh  Upto Rs. 10,000/-	Upto Rs.25,000/-  Upto Rs. 5,000 /- in each case	

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	<b>Remarks</b>
3.18	<b>Write of powers</b>						
A)	Due to obsolescence	<b>Upto Rs.10 lakhs p.a Rs. 1 Lakh in each case</b>	<b>Upto Rs.5 lakhs p.a Rs. 50,000 in each case</b>	<b>Upto Rs.2 lakhs p.a Rs. 20,000 in each case</b>	<b>Upto Rs. 5,000/-</b>		
B)	Due to theft, fraud or negligence	<b>Upto Rs.10 lakhs p.a Rs. 1 Lakh in each case</b>	<b>Upto Rs.2 lakhs p.a Rs. 25,000 in each case</b>	<b>Upto Rs.50,000/- p.a Rs. 10,000 in each case</b>	<b>Upto Rs.10,000/- p.a Rs. 2,500/- in each case</b>		
C)	Due to irrecoverable rents / hire charges / debts / loans / advances	<b>Upto Rs.5 lakhs p.a Rs. 50,000 in each case</b>	<b>Upto Rs.1 lakhs p.a Rs. 5,000 in each case</b>	<b>Upto Rs.25,000/- p.a Rs. 2,500/- in each case</b>			
D)	Any amount due to the corporation such as bills receivable from supplier, rent, hospital dues etc., becoming irrecoverable	<b>Upto Rs.10 lakhs p.a Rs. 50,000 in each case</b>	<b>Upto Rs.2 lakhs p.a Rs. 5,000 in each case</b>	<b>Upto Rs.1 lakhs p.a Rs. 2,500 in each case</b>			
E)	Irrecoverable amounts dues from employees and ex-employees	<b>Upto Rs.5 lakhs p.a Rs. 50,000 in each case</b>	<b>Upto Rs.2 lakhs p.a Rs. 5,000 in each case</b>	<b>Upto Rs.1 lakhs p.a Rs. 2,500 in each case</b>			
F)	Small irrecoverable amounts including small irrecoverable amounts from the accounts of contractors	<b>Upto Rs.50,000/- in each case</b>	<b>Upto Rs.20,000/- in each case</b>	<b>Upto Rs.10,000/- in each case</b>			
G)	Transit Losses of Coal	<b>More than 3%</b>	<b>More then 2% &amp; upto 3%</b>	<b>Upto 2%</b>			
H)	Windage losses of coal	<b>More than 1.2%</b>	<b>More then 0.6% &amp; upto 1.2%</b>	<b>Upto 0.6%</b>			

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	Remarks
3.19	Settlement of claims against the corporation from any cause not specifically provided for in the powers delegated	<b>Upto Rs.5 lakhs</b>					
3.20	Mode of payments		<b>Full powers with concurrence of Director(F)</b>				
A)	Operating of Letter of Credits (L/C)						
B)	Negotiation of documents through Banks for indigenous supplies and services			<b>Full Powers</b>			
3.21	Appointment of Tax Consultants / internal / Tax auditors / and experts in accountancy company law, costing and financial management etc., for consultancy services approval of their fees	<b>Upto Rs.5 lakhs</b>	<b>Director (F) upto Rs. 1 lakh</b>	<b>Upto Rs. 10,000/-</b>			
3.22	All types of administrative and general expenses of relevant nature not covered under other items (Contingencies)	<b>Upto Rs.50,000/</b>	<b>Upto Rs. 25,000/-</b>	<b>Upto Rs. 10,000/-</b>	<b>Upto Rs.5,000/-</b>		
3.23	Liveries, Uniforms, safety items			<b>Full powers for purchases with in his jurisdiction</b>	<b>Full powers for purchases with in his jurisdiction</b>		
3.24	a) Sanction of imprest	<b>Full powers</b>	<b>Full powers . can sanction imprest to Non- imprest to Non-imprest holders</b>	<b>Full Powers with in his jurisdiction as per rules</b>	<b>Full Powers with in his jurisdiction as per rules</b>	<b>Full Powers with in his jurisdiction as per rules</b>	Vide G.O.O No. 165/GM( HR) / 2002, DATED 04/07/2002
3.25	Sanction of Legal charges		<b>Full powers</b>	<b>Full Powers for payment of legal fee as per Govt. approved scales to legal councils</b>			

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	<b>Remarks</b>
3.26	Sanction of expenditure on Tender notices / Advertisement / publicity / Photographs		<b>Full Powers</b>	<p>a) Upto Rs. 50,000/- p.a. for photograph works</p> <p>b) Upto Rs. 50,000/- p.a. for publicity.</p> <p>c) Upto Rs. 50,000/- each case by Head quarters CE/FA&amp;CCA for tender notices / advertisement</p>	Upto Rs.10,000/- p.a. for photograph works	Upto Rs.5,000/- p.a. for photograph works	
3.27	Fixation of rents / hire charges for buildings / T&P / Machines			Full Powers as per rules	Upto Rs.5,000/- as per rules		

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	Remarks
3.28	a) Sanction of postage, freight, demurrage, wharfage, loading, unloading and other contingent charges other than coal.		<b>Full powers</b>	<b>Full Powers upto Rs.50,000/- in each case</b>	<b>Upto Rs.10,000/- in each except demurrage and wharfage.</b>	<b>upto Rs.2,000/- in each case except insurance</b>	
	b) Insurance			<b>Full powers CE / head quarters will deal with main plant &amp; machinery</b>	<b>Full Powers</b>	<b>Full Powers</b>	
	c) Custom duty			<b>Full Powers</b>	<b>Full Powers</b>	<b>Full Powers</b>	

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE/Dy.CCA</b>	<b>DE/EE/SAO</b>	Remarks
3.29	Purchase of Office equipment like Clocks Time Pieces, Rubber stamps and Other Articles of Office equipment based on quotations wherever feasible		<b>Full Powers</b>	<b>Upto Rs. 1 lakh p.a.</b>	<b>Upto Rs. 25,000/- p.a.</b>		
3.30	Articles and equipment for Guest Houses, Project Hostels, Inspection Bungalow etc., based on quotations wherever feasible.		<b>Full Powers</b>	<b>a) Initial expenses Upto Rs.5 Lakhs in each case b) Replacement and renewals upto Rs.1,00,000/- p.a. per building</b>	<b>a) Upto Rs.2 lakhs p.a. b) upto Rs.20,000/- p.a.</b>		
3.31	Retention of quarters in the project beyond stipulated period						
	a) Transferred employee		<b>Full Powers</b>	<b>a) Full powers in respect of employees working under their control till the end of academic year</b>			
	b) Deceased employee			<b>b) 3 months from the date of death extendable to 6 months in special cases.</b>			

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	<b>Remarks</b>
3.32	Passing bills			<b>Full Powers</b>	<b>Full Powers</b>	<b>Full Powers</b> <b>AO Upto</b> <b>Rs.1,00,000/-</b> <b>AAO Upto</b> <b>Rs.25,000/-</b>	A.O. may exercise full powers in case of estt. Bills.
3.33	Cheque drawing			<b>Full Powers</b>	<b>Full Powers</b>	<b>Full Powers</b> <b>AO Upto</b> <b>Rs.1,50,000/-</b> <b>AAO Upto</b> <b>Rs.50,000/-</b>	

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\Dy.CCA</b>	<b>DE/EE/SAO</b>	<b>Remarks</b>
3.34	Approval of Journal Entries			<b>Full powers</b>	<b>Full powers</b>	<b>SAO Full Powers AO Upto Rs.1,00,000/- AAO Upto Rs.25,000/-</b>	Entries for accounting, rectification etc. without involving any financial commitment
3.35	Refreshments or office expenses.		<b>Full powers</b>	<b>Full powers</b>	<b>Upto Rs.5,000/- at a time</b>	<b>Upto Rs. Rs.500/- at tme</b>	

		<b>CMD</b>	<b>Concerned Director</b>	<b>CE/FA&amp;CCA</b>	<b>SE\ Dy.CCA</b>	<b>DE/EE/SAO</b>	Remarks
3.36	Authorization and approval of Tour Programme						
	a) Within his jurisdiction			<b>Full powers</b>	<b>Full powers</b>	<b>Full powers</b>	
	b) within the state			<b>Full powers</b>	<b>Full powers in the absence of C.E.</b>		
	c) within the India			<b>Full powers</b>			
	d) Abroad	<b>Full powers</b>					
3.37	Authorising staff and executives under them to travel on official tours by a higher class / mode to which they are not entitled under TA rules.		<b>Full powers</b>				
3.38	Counter signatures of T.A. Bills / Medicals and other bills			<b>Full powers</b>	<b>Full powers</b>	<b>Full powers</b>	A.O. & A.A.O can counter sign T.A. bills and other bills subject to approval of tour diaries etc., by competent authority
3.39	Sanction of local conveyance charges			<b>Full powers</b>	<b>Up to Rs.500/- in each case per day</b>	<b>Up to Rs.250/- in each case per day</b>	A.O. can exercise similar powers.
3.40	Sanction of purchase of books, journals, periodicals, magazines etc.,			<b>Full powers</b>	<b>Up to Rs.5000/- p.a.</b>	<b>Up to Rs.2000/- per annum</b>	

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

**APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance –Amendment Orders – Issued.**

**G.O.O.No. 48/ JS (Per)/ 2008**

**Dated: 29.04.2008**

**Read the Following:**

- 1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003**
- 2. Minutes of the 73<sup>rd</sup> Board Meeting of the Company held on 16.4.2008**

**ORDER:**

After careful consideration, the following amendment is issued to the G.O.O.No. 270/GM(A)/2003, dated 24.07.2008

**AMENDMENT**

Chairman Level Committee is created with the following members.

- a) Chairman
- b) Managing Director
- c) Director Finance
- d) Concerned Director
- e) The concerned Chief Engineer.

2) Consequent on assumption of charge by Sri S.V.Prasad; IAS as whole time Director and Chairman of the Company, the following powers are delegated to the Chairman/APGENCO.

Sl.No.	Nature of Power	Powers now delegated to Chairman (Rs.Lakhs)
	Ref: G.O.O.No. 270/GM(A)/2003, dated 24.07.2008	
1.10	Administrative approval of all capital works in the Approved Budget	300
1.11	Administrative approval of all capital works not included in the Budget	200
1.14	Approval of extra or deviated items (Supplemental items)	150
1.15	Acceptance of tenders for works when competitive tenders are invited	
a)	If the acceptable tender is the lowest	300
b)	Limited tenders	150
c)	If the tender other than the lowest is to be accepted. If necessary after conducting negotiations in case of urgency.	150
d)	If only one tender is received and it is not considered necessary to re-invite tenders and follow up negotiations are not considered necessary.	70

1.16	Awarding of contract on nomination if tenders are not received even after two calls	70
1.17	Awarding of contracts on nomination without inviting tenders in case of emergency both for original and repair works	40
1.18	Annual maintenance and repairs of Building / Roads/ Station equipment / Plant and Machinery, and other works	
A)	Building and Roads: Residential, Non residential Buildings, Roads special repairs, additions and alterations and ordinary repairs	70
B)	Maintenance, Repairs Servicing of earth moving and Heavy Haulage equipment, like tractors, cranes, locos, Fire tenders, bulldozers etc.,	40
C)	Maintenance and repairs of plant and Machinery (Exclusive of cost of spares and replacement parts)	70
G)	Annual servicing contracts for equipment with the suppliers or their authorized agencies.	50
2.10	To sanction and purchase of Stocks/Stores for works/O&M	
i)	Materials relevant to construction / Operation / Plant & Machinery / Electrical equipment including spares and computer related equipment like purchase of Computers, Servers, Printers, Network equipment, Computer related accessories, UPS, Computer furniture, Software, Software development, Cranes, Ambulances, School buses, Lorries, Vehicles under various projects	300
ii)	Proprietary articles	150
iii)	Tools , Scientific , Survey, Laboratory equipment, computer related items like a) AMC of Computers, network equipment, b) consumables, c) Stationery, d)spares, e) lease line payment, f) Internet connectivity payment, g) training h) consultation charges i) faculty management charges j) data entry charges.	70
iv)	Medical & Hospital stores	70
v)	Office equipment, Furniture and consumables.	40
vi)	To incur expenditure in respect of any matter for which no specific authority has been provided.	30
2.11	b) To purchase outside DGS&D rate contract in respect of the material available against rate contract items at the same or lower rates than those prevailing under rates contract on conditions which are not less favorable than those DGS&D rate contract.	3 Crores
2.12	Acceptance of tenders where more than one valid tender is received.	
i)	If the tender is the lowest	
	a) Open Tenders	3 Crores
	b) Limited Tenders	70 Lakhs
ii)	If a tenders other than the lowest is to be accepted (Reasons to be recorded) Open Tenders	1.5 crores
iii)	Purchase of Proprietary items	
	a) Government & PSU	3 Crores
	b) OEM (Private)	70 Lakhs

		(Rs.Lakhs)
B)	Single tender (branded material)	70 Lakhs
2.14	b) Short term lending / borrowing and emergency / purchase of materials and equipment with center / State Govt., & Govt., controlled organizations	70 Lakhs
2.15	a) To declare stores as surplus / Unserviceable to fix resale, reserve price for them and order disposal by open Tender or other-wise difficult to dispose off at book value.	40 Lakhs
B)	To declare stores as surplus / unserviceable to fix resale, reserve price for them and order disposal by open tender or otherwise difficult to dispose off at book value for T & P article	15
2.16	To sanction expenditure on transport of materials by the	
	i) Cheapest mode shortest route:	1 Crore
	ii) Other than the cheapest mode / shortest route for reasons to be recorded	70 Lakhs
2.17	To award contract for loading, unloading, transport and handling of materials based on tenders	1.50 crores
2.20	Sale of scrap	3 crores
3.18	Write Off powers	
A)	Due to obsolescence	15 lakhs per annum. Rs. 1 lakh in each case
B)	Due to theft, fraud or negligence	15 lakhs per annum. Rs. 1 lakh in each case
C)	Due to irrecoverable rents / hire charges debts / loans advances	6 lakhs per annum. Rs. 50 thousand in each case
D)	Any amount due to the corporation such as bills receivable from supplier , rent, hospital dues etc., becoming irrecoverable	10 lakhs per annum. Rs. 50 thousand in each case
E)	Irrecoverable amounts dues from employees and ex-employees	6 lakhs per annum Rs. 50 thousand in each case
F)	Small irrecoverable amounts including small irrecoverable amounts from the accounts of contracts,	6 lakhs per annum Rs. 50 thousand in each case
3.19	Settlement of claims against the corporation from any cause not specifically provided for in the powers delegated	6 lakhs
3.21	Appointment of Tax Consultants / Tax auditors ad experts in accountancy company law, costing and financial management etc., for consultancy services approval of their fees.	6 lakhs

3.22	All types of administrative and general expenses of relevant nature not covered under other items (Contingencies)	0.60
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3. It is ordered that the Managing Director is authorized to nominate any director in Director level Committee.
4. It is ordered that in Chairman Level Committee, Stores Purchase Level Committee, Borrowing Committee and Employees Promotions (DPC) Committee the Chairman is authorized to chair the committee meetings.
5. It is ordered that the specifications relating to the works that are above Managing Director Level Committee should be circulated to Chairman.
6. It is further ordered that the Managing Director is authorized to look after day to day business of the organization under the guidance of whole time Directors and the supervision of Chairman.
7. It is ordered that the transfers and postings of Divisional Engineers and above level executives, the files should be circulated to Chairman.
8. It is further ordered that the purchase proposals should be routed through FA&CCA (Accounts), if the limits are within the Director's powers and through Director (Finance), if it is above the Director's powers.
9. These orders shall come into force with immediate effect.

(BY ORDER AND IN THE NAME OF ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED )

**AJAY JAIN**  
**MANAGING DIRECTOR**

To:

All the Chief General Managers / APGENCO  
All the Chief Engineers / APGENCO  
All the FA&CCAs / APGENCO  
All Superintending Engineers / APGENCO  
All Dy.CCS/ APGENCO  
Copy to the:  
PS to Chairman/ APGENCO  
DE/ADE(T)EE(T)PO to all Director / APGENCO  
SAO to Director (Finance) / APGENCO  
Joint Secretary (Per) / APGENCO  
PA to ED(IS) ED(Coal) / APGENCO  
Chief of Vigilance & Security / APGENCO  
Company Secretary / APGENCO/V.S./HYD  
All Deputy Secretaries /Asst, Secy. / APGENCO  
Pay Officer & AO /CPR / APGENCO / V.S./HYD  
DE/MPP/APGENCO/V.S./HYD  
C.No.JS(P) /DS(A)(P-T)/PO.D2/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

**APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment Orders – Issued.**

**G.O.O.No. 49/ JS (Per)/ 2008**

**Dated: 28.04.2008  
Read the Following:**

- 1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003**
- 2. G.O.O.No. 251/GM(A)/2004, dated 25.08.2004**
- 3. Minutes of the 73<sup>rd</sup> Board Meeting of the Company held on 16.4.2008**

**ORDER:**

After careful consideration, the following amendment is issued to the G.O.O.No. 251/GM (A)/2004, dated 25.08.2004

**AMENDMENT**

For the words occurring in G.O.O.No. 251/GM (A)/2004, dated 25.08.2004

Sl.No.	Nature of Power	Powers now delegated to Managing Director (Rs. Lakhs)
1.14	Approval to extra or deviated items (Supplemental items)	75

Shall be read as

Sl.No.	Nature of Power	Powers now delegated to Managing Director (Rs. Lakhs)
1.14	Approval to extra or deviated items (Supplemental items)	125

2. The other conditions mentioned in the above G.O.O shall remain unchanged.

(BY ORDER AND IN THE NAME OF ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED)

**AJAY JAIN  
MANAGING DIRECTOR**

To:  
All the Chief General Managers / APGENCO  
All the Chief Engineers / APGENCO  
All the FA&CCAs / APGENCO  
All Superintending Engineers / APGENCO  
All Dy.CCS/ APGENCO

Copy to the:

PS to Chairman/ APGENCO  
PS to MD/APGENCO  
DE/ADE (T) EE (T) PO to all Director / APGENCO  
SAO to Director (Finance) / APGENCO  
Joint Secretary (Per) / APGENCO  
PAs to ED (IS) ED (Coal) / APGENCO  
Chief of Vigilance & Security / APGENCO  
Company Secretary / APGENCO/V.S./HYD  
All Deputy Secretaries /Asst, Secy. / APGENCO  
Pay Officer & AO /CPR / APGENCO / V.S./HYD  
DE/MPP/APGENCO/V.S./HYD  
C.No.JS (P) /DS (A)(P-T)/PO.D2/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment Orders to implement the new projects on a fast track mode -Orders – Issued.

**G.O.O.No. 512/CGM (A)/2006**

**Dated: 05.02.2007**

**Read the Following:**

1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003
2. Circular No.CMD/SO(T)F.PC/D114/2003,dtd.01.10.2003
3. G.O.O.No. 251/GM(A)/2004, dated 25.08.2004
4. G.O.O.No. 492/CGM(A)/2004, dated 15.02.2005
5. Report of the committee constituted to study the existing procedures and fixing up of time limit for tender processing in the meeting held on 13.06.05.
6. G.O.O.No. 170/CGM(A)/2005, dated 4.08.2005
7. G.O.O.No. 487/CGM(A)/2006, dated 08.01.2007

**ORDER:**

After careful consideration, the G.O.O.No. 487/CGM (A)/2006, dated 08.01.2007 has been withdrawn with retrospective effect.

2. The following Amendment is issued to G.O.O.No. 170/CGM (A)/2005, dated 4.08.2005

**AMENDMENT**

“The Clauses 4.0 & 5.0 mentioned in G.O.O.No. 170 /GM (A)/2005, dated 04.08.2005 Are omitted and the following may be added as Clause 4.0”

4) Administrative approvals of technical specifications, pre-qualification criteria & technical bids	SPC	MD	Concerned Director, Director (Finance)& MD	Concerned Director	Concerned CE
Value	--	-	Above Rs.100 lakhs	From Rs.50 lakhs to Rs.100 lakhs	Up to Rs.50 lakhs

3. The other terms and conditions mentioned on G.O.O.No.170/CGM (A) 2005, DT. 04.08.2005 including Annexure to the G.O.O. shall remain unaltered.

P. SHYAM BABU  
CHIEF GENERAL MANAGER (Adm)

To:  
All the Chief Engineers / APGENCO  
All the Chief General Managers / APGENCO  
All Superintending Engineers / APGENCO

**Copy to the:**

All the FA&CCAs // All the Deputy CCAs/APGENCO  
PS to Chairman/ PS to Managing Director /APGENCO  
PS to Director (Thermal) // ADE / Techl. To Director (Hydel) /APGENCO  
EE/ Techl. To Director (Technical) // ADE Techl. To Director (Projects)/APGENCO  
SAO to Director //(Finance) // PO to Director Commercial / APGENCO  
Joint Secretary (Per) // Company Secretary / APGENCO  
PAs to Executive Director (IS) Executive Director (Coal) / APGENCO  
All Divisional Engineers // Executive Engineers / APGENCO  
All Deputy Secretaries // Asst. Secretaries / APGENCO  
Chief of Vigilance & Security / APGENCO /  
Pay Officer // Accounts Officer (CPR) // Divisional Engineer (MPP) APGENCO/  
Stock File / Spare  
C.No.CGM (Adm) / DS (Adm) ASD (P-T) //PO.D3/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment Orders to implement the new projects on a fast track mode -Orders – Issued.

**G.O.O.No. 487/CGM (A)/2006**

**Dated: 08.01.2007  
Read the Following:**

1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003
2. Circular No.CMD/SO(T)F.PC/D114/2003,dtd.01.10.2003
3. G.O.O.No. 251/GM(A)/2004, dated 25.08.2004
4. G.O.O.No. 492/CGM(A)/2004, dated 15.02.2005
5. Report of the committee constituted to study the existing procedures and fixing up of time limit for tender processing in the meeting held on 13.06.05.
6. G.O.O.No. 170/CGM(A)/2005, dated 4.08.2005

**ORDER:**

After careful consideration, the APGENCO issues the following amendment to G.O.O.No. 170/CGM(A)/2005, dated 04.08.2005

**AMENDMENT**

The following amendment is issued to G.O.O.No. 170/CGM (A)/2005, dated 04.08.2005

“The entire clause 4.10 issued in G.O.O.No. 170/CGM (A)/2005, dated 04.08.2005 is omitted and the clause 4.10 issued in G.O.O.No. 492/CGM (A)/2005, dated 15.02.2005 is restored’

2. The other guidelines / conditions mentioned in G.O.O.No.170/CGM (A)/2005, dated 04.08.2005 shall remain unchanged / unaltered.

P. SHYAM BABU  
CHIEF GENERAL MANAGER (ADM)

To:  
All the Chief General Managers / APGENCO  
All the Chief Engineers / APGENCO  
All Superintending Engineers / APGENCO

Copy to the:  
All the FA&CCAs // APGENCO  
All the Dy. CCAs // APGENCO  
PS to Chairman/ APGENCO  
PS to MD/ APGENCO  
DE /ADE (T) EE (T) /PO to all Directors / APGENCO  
SAO to Director (Finance)/APGENCO  
Joint Secretary (Per)/APGENCO  
Pas to ED (IS) ED (Coal)/APGENCO  
Chief of Vigilance & Security /APGENCO  
Company Secretary /APGENCO  
All DEs/EEs/APGENCO  
All Deputy Secretaries / Asst. Secretaries /APGENCO  
Pay Officer / AO (CPR)/VS/Hyd  
DE/MPP/APGENCO  
C.No.CGM (A) / DS (A) ASD (P-T) //PO.D3/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment Orders to implement the new projects on a fast track mode -Orders – Issued.

**G.O.O.No. 170/CGM (A)/2005**

**Dated: 04.08.2005  
Read the Following:**

1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003
2. Circular No.CMD/SO(T)F.PC/D114/2003,dtd.01.10.2003
3. G.O.O.No. 251/GM(A)/2004, dated 25.08.2004
4. G.O.O.No. 492/CGM(A)/2004, dated 15.02.2005
5. Committee constituted to study the existing procedure and fixing up of time limit for tender processing in the meeting held on 13.06.05.

**ORDER:**

In the G.O.O.1<sup>st</sup> read above, orders were issued delegating powers to various officers on Works, Stocks, Stores, Purchases and Finance.

2. In the Meeting held on 13-06-2005 with the Directors and the Functional Heads a Committee was constituted to study the existing procedures and come out with a detailed proposal for fixing up a reasonable and shortest time limit for tender processing to implement new projects on a fast track mode.

3. After careful consideration, of the Committee's report, the following amendments are issued to the delegation of powers.

- a. The monetary limit for SPC is enhanced from Rs.10 Crores to Rs. 25 Crores in respect of Works and Purchases appearing at clauses 1.15(a) and 2.12 (i) (a) in Annexure –I of the G.O.O.1<sup>st</sup> cited.
- b. The following amendment is issued to the G.O.O.No. 492/CGM(A)/2004, dated 15.02.2005

**FOR**

Sl.No	Nature of Power	Board	SPC	MD	Concerned Director	Concerned CE
<b>4. TENDER SPECIFICATIONS</b>						
4.10	Administrative Approvals and specifications	Above 10 crores	More than 150 lacs to 10 crores	More than 100 lacs & up to 150 lacs	More than 50 lacs & up to 100 lacs	Up to 50 lacs

**READ AS**

Sl.No	Nature of Power	Board	SPC	MD	Concerned Director	Concerned CE
<b>4. TENDER SPECIFICATIONS</b>						
4.10	Administrative Approvals and specifications of value of work.	----	----	---	Full Powers	---

- c) The following may be added as item No. 5 below the item No.4 10 in Annexure –I of the G.O.O.No. 270/GM (A)/2003, dated 24.07.2003 and shall be read as follows.

5.00	ADMINISTRATIVE APPROVALS OF PRE QUALIFICATION CRITERIA & TECHNICAL BIDS	SPC	MD	Concerned Director Director (Finance ) MD	Concerned Director	Concerned CE
		--	--	Above Rs.100 lakhs	Up to Rs.100 lakhs	---

**NOTE**

1. The concerned Director while approving the Tender Notice, shall clearly indicate the names and editions of the News papers wherein the Notice is to be published and the same shall be enclosed to the requisition note being sent to the DE(CCC) No separate approval is required for publishing charges.
2. The detailed guidelines time schedule for processing of tenders are issued in the Annexure appended to this order.

G. VENKATESWARLU  
CHIEF GENERAL MANAGER (Adm)

To:  
All the Chief General Managers / APGENCO  
All the Chief Engineers / APGENCO  
All Superintending Engineers / APGENCO

Copy to the :  
PS to Chairman/ APGENCO  
PS to MD/ APGENCO  
DE /ADE(T) EE(T) /PO to all Directors / APGENCO  
SAO to Director (Finance)/APGENCO  
Joint Secretary /APGENCO  
PA to Executive Director (IS) /APGENCO  
Chief of Vigilance & Security /APGENCO  
All the FA&CCAs // APGENCO  
All the Dy. CCAs // APGENCO  
Addl. SP/ Vigilance /APGENCO  
Company Secretary /APGENCO/VS/Hyd  
All Deputy Secretaries / Asst. Secy /APGENCO  
Pay Officer / AO (CPR) /APGENCO /VS/Hyd  
DE/MPP/APGENCO/ VS/Hyd  
C.No.CGM (A) / DS (A) AS (P-T) //PO.D3/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**+ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment Orders Issued.

**G.O.O.No. 492/CGM (A)/2004**

**Dated: 15.02.2005  
Read the Following:**

1. G.O.O.No. 270/GM(Adm2003, dated 24.07.2003
2. G.O.O.No. 251/GM(A)/2004, dated 25.08.2004
3. Circular No.CMD/SO(T)F.PC/D.No114/2003,dtd.01.10.2003
4. Letter from Company Secretary Lr.No. CMD/APGENCO/CS D.No. 2005, DT .1.2005

**ORDER**

In the circular dated 01.10.2003 cited 3<sup>rd</sup> above, powers were delegated to various officers for approving the tender schedules containing technical specification and pre-qualification requirements.

2. In the reference 4<sup>th</sup> cited, the Company Secretary /APGENCO informed that the meeting held on 15.1.2005 in the chambers of the Managing Director /APGENCO with technical directors / APGENCO and functional heads suggested certain modifications and requested for issue of the orders.

3. After careful consideration, the following amendment is issued to G.O.O cited 1<sup>st</sup> above.

**AMENDMENT**

The following may be added as item No.4 below the Item No.3.40 in Annexure –I of the G.O.O.No. 270/GM (Adm) 2003, dated 24.07.2003 and shall be read as follows:

Sl.No	Nature of Power	Board	SPC	MD	Concerned Director	Concerned CE
<b>4. TENDER SPECIFICATIONS</b>						
4.10	Administrative Approvals and specifications	Above 10 crores	More than 150 lacs to 10 crores	More than 100 lacs & up to 150 lacs	More than 50 lacs & up to 100 lacs	Up to 50 lacs

**NOTE:**

1. The MD, Concerned Director and Concerned CE referred above shall mean Managing Director. Concerned functional Director and Chief Engineer Concerned only and does not apply the meaning of "Committees" referred in the delegation of powers issued vide G.O.O.1<sup>st</sup> cited for the purpose of exercising these delegation of powers.
2. In order to avoid delays, it is suggested that tender schedules containing technical specifications and pre-qualification requirements of the bidders may be obtained by way of circulation.
3. The modifications or alterations to the original specification, as approved by the competent authority, shall be carried only after obtaining the approval from the next higher authority. This stipulation is not applicable in case of SPC.

4. General conditions as to the pre-qualification requirements of the bidders for various material / equipment /works shall be prepared by the Director-Thermal, Director-Technical and Director – Hydel and the same will be placed before the Board in due course for perusal and approval. Till such time the concerned functional head shall prepare technical conditions required for pre-qualification for each tender and obtain the approval from the competent authority as indicated above by way of circulation before publication.
5. The concerned functional head shall incorporate invariably in the tender schedules stating that the APGENCO reserves the right to change or alter the bid conditions before the final date of submission of the bids by issuing addenda. The concerned functional head shall ensure that reasonable time shall be given between for issuance notification of the addenda and the extended date of receipt of the bids to avoid unnecessary litigations and costs.

G. VENKATESWARLU  
CHIEF GENERAL MANAGER (Adm)

To:  
All the Chief General Managers / APGENCO  
All the Chief Engineers / APGENCO  
All FA&CCAs / APGENCO

Copy to the:  
PS to Chairman/ APGENCO  
PS to MD/ APGENCO  
DE Tech to Dir (Thermal) / APGENCO  
EE/Tech to Dir (Tech) APGENCO  
ADE/Tech to Dir(Hydel) /APGENCO  
SAO to Director (Finance)/APGENCO  
PA to Director (Finance) /APGENCO  
PA to ED (IS) /APGENCO  
Company Secretary /APGENCO/  
Pay Officer //APGENCO  
AO/CPR/ APGENCO/  
C.No.CGM (A) / DS (A) AS (P-T) //PO.D3/918A/2003

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED**  
**VIDYUT SOUDHA:: HYDERABAD**

Memo No. GM(A)DS(Estt)AS(Reg)/POJ(1) 563/2004 Dt. 24.09.2004

Sub: Estt – APGENCO – Cases beyond the delegated powers of Managing Director - Instructions – Issued.

Ref: 1. G.O.O.No.270/GM (A)/2003, dated 24.07.2003  
2. G.O.O.No.251/GM (A)/2004, dated 25.08.2004

In the reference 2<sup>nd</sup> cited Orders were issued delegating certain powers to the Managing Director as specified therein.

2. A question has arisen that which authority should take decision on the cases falling beyond the scope of the powers of the Managing Director. After careful consideration the APGENCO decided that all such cases should be decided by the Board and accordingly order to place all such cases before the Board for consideration and decision.

3. All Executive Director, Chief Engineers, General Manager, FA&CCAs Superintending Engineers & Deputy CCAs are requested to take action accordingly.

AJAY JAIN  
MANAGING DIRECTOR

To:

All Executive Directors / APGENCO  
All General Managers / APGENCO  
All Chief Engineers / APGENCO  
All FA&CCAs/ APGENCO  
All Deputy CCAs / APGENCO

Copy to the:

PS to Chairman/ APGENCO  
PS to MD/ APGENCO  
Company Secretary /APGENCO  
SAO to Director (Finance)/APGENCO  
DE (Tech) to Director (Thermal) /APGENCO  
EE/Tech to Director (Technical)/ APGENCO  
ADE/Tech to Director (Hydel) /APGENCO  
PO to Director (Commercial) /APGENCO  
Executive Director /VTPS/APGENCO/Ibrahimpattanam  
Chief of Vigilance & Security /APGENCO  
Advisor Coal and Transportation /APGENCO  
PA to General Manager (Adm) /APGENCO  
PA to General Manager (HR) /APGENCO  
PA to General Manager (I.R.) /APGENCO  
Addl. SP Vigilance /APGENCO  
SE/TBHES/TB Dam  
SE/MHES (Jt.) / Machkund  
SE/Civil/General //APGENCO/VS/HYD  
Executive Engineer /O&M /PABRHES/APGENCO  
All Dy. Secretaries /Asst. Secretaries/Dy.CCAs. APGENCO  
Pay Officer & AO/CPR/APGENCO/VS/Hyd  
Stock File.

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

**Estt. - APGENCO – Delegation of Powers to various officers on Works, Stocks, Stores, Purchases and Finance – Amendment – Issued.**

**G.O.O.No. 251/GM (A)/2004**

**Dated: 25.08.2004  
Read the Following:**

- 1. G.O.O.No. 270/GM(A)/2003, dated 24.07.2003**
- 2. 35<sup>th</sup> Board Meeting Minutes of the Company held on 12.8.2004**

**ORDER:**

The following amendment is issued to the G.O.O.1<sup>ST</sup> read above

**AMENDMENT**

For the Words "Chairman and Managing Director" wherever occurring in G.O.O.No. 270/GM (A)/2003, dated 24.07.2003 substitute the word "Managing Director"

2. In view of the assumption of the charge by Sri. Ajay Jain, IAS as Managing Director the following Powers are delegated to Managing Director / APGENCO.

Sl.No.	Nature of Power	Powers now delegated to Managing (Rs.Lakhs)
	<b>Ref: G.O.O.No. 270/GM(A)/2003, dated 24.07.2003</b>	
1.10	Administrative approval of all capital works included in the Approved Budget	150
1.11	Administrative approval of all capital works not included in the Budget.	100
1.14	Approval to extra or deviated items (Supplemental items)	75
1.15	Acceptance of tenders for works when competitive tenders are invited	
a)	If the acceptable tender is the lowest	150
b)	Limited Tenders	75
c)	If the tender other than the lowest is to be accepted. If necessary after conducting negotiations in case of urgency.	75
d)	If only one tender received and it is no considered necessary to re-invite tenders and follow up negotiations are not considered necessary.	35

(Rs.Lakhs)

1.16	Awarding of contracts on nomination if tenders are not received even after two calls	35
1.17	Awarding of contracts on nomination without inviting tenders in case of emergency both for original and repair works	20
1.18	Annual maintenance and repairs of Buildings / Roads / Station Equipment / Plant and Machinery and other works	
A)	Buildings and Roads: Residential, Non residential Buildings, Roads, special repair, additions and alterations and ordinary repairs.	35
B)	Maintenance , Repairs, Servicing of earth moving and Heavy Haulage equipment like tractors, cranes, locos Fir tenders, bulldozers etc	20
C)	Maintenance and repairs of plant and Machinery (Exclusive of cost of spares and replacement parts)	35
G)	Annual servicing contracts for equipment with the suppliers or their authorized agencies.	25
2.10	To sanction and purchase of Stocks/ Stores for works O&M	
i)	Materials relevant to construction/ Operation Plant & Machinery/ Electrical equipment including spares and computer related equipment like purchase of – Computers, Servers, Printers, Network equipment, Computer related accessories, UPS, Computer furniture Software, Software development.	150
ii)	Proprietary articles	75
iii)	Tools, Scientific, survey, laboratory equipment, computer related items like a) AMC of computers, network equipment, UPS & Other computer related equipment, b) Consumables c) stationery, d) spares, e) lease line payment f) Internet connectivity payments, g) training, h)consultation charges i) faculty management charges j)data entry charges	35
iv)	Medical & Hospital stores	35
v)	Office equipment, Furniture and consumables	20
vi)	To incur expenditure in respect of any matter for which no specific authority has been provided.	15
2.11	b) To purchase outside DGS&D rate contract in respect of the material available against rate contract items at the same or lower rates than those prevailing under rates contract on conditions which are not less favorable than those of DGS&D rate contract.	150
2.12	Acceptance of tenders where more than one valid tender is received	
i)	If the tender is lowest	
	a) Open Tenders	150
	b) Limited Tenders	35
ii)	If a tender other than the lowest is to be accepted (Reasons to be recorded ) Open Tenders	75
iii)	Purchase of Proprietary item	
	a) Government & PSU	150
	b) OEM(Private )	35
B)	Single Tender (Branded materials)	35

(Rs.Lakhs)

2.14	b) Short term lending borrowing and emergency/purchase of materials and equipment with center/state Govt. & Govt.	35
------	---	----

	controlled organizations	
2.15	a) To declare stores as surplus/Unserviceable to fix resale, reserve price for them and order disposal by open Tender or other wise difficult to dispose off at book value	20
B)	To declare stores as surplus/un-serviceable to fix resale reserve price for them and order disposal by open tender or otherwise difficult to dispose off at book value for T&P articles	7.5
2.16	To sanction expenditure on transport of materials by the	
	i) Cheapest mode shortest route;	75 lakhs
	ii) Other than the cheapest mode /shortest route for reasons to be recorded	35 lakhs
2.17	To award contract for loading unloading, transport, and handling of materials based on tender.	75 lakhs
2.20	Sale of scrap	1.50 Crores
3.18	Write off powers	
A)	Due to obsolescence	7.5 lakh p.a Rs.50,000/- in each case
B)	Due to theft, fraud or negligence	7.5 lakh p.a Rs.50,000/- in each case
C)	Due to irrecoverable rents/hire charges / debt /loans/advances.	3 lakhs p.a Rs.25,000/- in each case
D)	Any amount due to the corporation such as bills receivable from supplier, rent, hospital, dues etc., becoming irrecoverable	5 lakhs p.a Rs.25,000/- in each case
E)	Irrecoverable amounts dues from employees and ex-employees	3 lakhs p.a Rs.25,000/- in each case
F)	Small irrecoverable amounts including small irrecoverable amounts from the accounts of contracts	3 lakhs p.a Rs.25,000/- in each case
3.19	Settlement of claims against the corporation from any cause not specifically provided for in the powers delegated	3 lakhs
3.21	Appointment of Tax Consultant / Tax auditors / and expert in accountancy company law, costing and financial management etc., for consultancy services approval of their fees	3 lakhs
3.22	All type of administrative and general expenses of relevant nature not covered under other items (Contingencies)	30,000/-

3. It is further ordered that the Chairman / APGENCO will preside over the Meeting of the SPC, Borrowing Committee and any other Committee earlier presided over by the CMD.
4. It is further ordered that the Managing Director is authorized to nominate any Director in Director level Committee.
5. It is also ordered that the MD/APGENCO shall look after the day to day business of APGENCO
6. All Executive Directors, Chief Engineers, General Managers, FA&CCAs Superintending Engineers & Deputy CCAs are requested to take action accordingly and implement the procedures contained in the said G.O.O.
7. These orders shall come into force with immediate effect.

(BY ORDER AND IN THE NAME OF ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED)

G. VENKATESWARLU  
GENERAL MANAGER (Adm)

To:  
All Executive Directors / APGENCO  
All Chief Engineers / APGENCO  
All FA&CCAs/ APGENCO  
All Superintending Engineers/ APGENCO  
All Deputy CCAs / APGENCO

Copy to the:

PS to Chairman/ APGENCO  
PS to MD/ APGENCO  
Company Secretary /APGENCO  
SAO to Director (Finance)/APGENCO  
DE (Techl) to Director (Thermal) /APGENCO  
EE/Tech to Director (Technical)/ APGENCO  
ADE/Tech to Director (Hydel) /APGENCO  
PO to Director (Commercial) /APGENCO  
Executive Director /VTPS/APGENCO/Ibrahimpattanam  
Chief of Vigilance & Security /APGENCO  
Advisor Coal and Transportation /APGENCO  
PA to General Manager (Adm) /APGENCO  
PA to General Manager (HR) /APGENCO  
PA to General Manager (I.R.) /APGENCO  
Addl. SP Vigilance /APGENCO  
SE/TBHES/TB Dam  
SE/MHES (Jt.) / Machkund  
SE/Civil/General //APGENCO/VS/HYD  
SE/C/ //APGENCO/VS/HYD  
Executive Engineer /O&M /PABRHES/APGENCO  
All Dy. Secretaries /Asst. Secretaries/Dy.CCAs. APGENCO  
Pay Officer & AO/CPR/APGENCO/VS/Hyd  
Stock File.

// FORWARDED BY ORDER //

PERSONNEL OFFICER

**ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
ABSTRACT**

**APGENCO – Delegation of Powers – Delegation of powers to the Deputy Secretary (legal) APGENCO to sign vakalats, Counters affidavit to be filed in High court of A.P. City Civil courts Consumer Courts, Supreme Court and other Tribunals Modified Order – Issued.**

-----  
G.O.O.No. 501/GM (HR)/2002

Dated: 30-11-2002

**Read the Following:**

- 1. G.O.O.No. 69/JS/99, dated 21.06.99**
- 2. G.O.O.No. 296/GM(A)2002, dated 05.09.2002**

ORDERR:

In the G.O.O second read above one supernumerary post of Deputy Secretary was created and it was designated as Deputy Secretary (Legal) under the control of Consultant (Law).

2. In modification of the orders issued in Para -2 of the G.O.O first read above, the APGENCO, after careful consideration, hereby delegates power to the Deputy Secretary (Legal) Andhra Pradesh Power Generation Corporation Limited, to sign vakalats in respect of legal proceedings handled by SLA for being filed before the Courts and Tribunal situated in Twin Cities of Hyderabad and Secunderabad and also to sign vakalats and affidavits, counter affidavits for being filed before the High Court, City Civil Courts, Consumer Courts, Supreme Court at New Delhi and other Tribunals and to do all other things necessary for proper conduct of various legal proceedings, pertaining to Andhra Pradesh Power Generation Corporation Limited.

(BY ORDER AND IN THE NAME OF ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED)

J.PARTHASARATHY,  
Chairman & Managing Director  
APGENCO

To:  
The Deputy Secretary (Legal)  
APGENCO, VIDYUT SOUDHA  
Hyderabad - 82

Copy to the:

The Special Officer (Techl.) to CMD  
The PS TO CMD  
All FA&CCAs  
All Dy. CCAs  
The Superintending Engineer (Planning)  
The DE (Techl) to Director (Thermal)  
The DE (Techl) to Director (Hydel)  
The EE (Techl) to Director (Techl.)  
The ADE (Techl) Director (Commercial)  
The SAO to Director (finance)  
The Pay Officer // Accounts Officer (CPR)  
The PA to GM (ADM) // GM (HR) GM (Gen)  
All Chief Engineers /APGENCO  
All Superintending Engineers//APGENCO  
All Divisional Engineers /APGENCO  
The SLA/APGENCO  
The Advocate on record, Supreme Court / New Delhi  
The Consultant (Law) /APGENCO  
All Dy. Secretaries /APGENCO

All Asst. Secretaries /APGENCO  
All Personnel Officers /APGENCO  
Spare // Stock File  
C.No. GM (HR) DS (L) PO (L) 1481/2002

// FORWARDED BY ORDER //

PERSONNEL OFFICER