

DELHI DEVELOPMENT AUTHORITY
[FINANCE & EXPENDITURE]

Dated: 7-11-2008

No: FE 16 (35) 2007/DDA/ 554

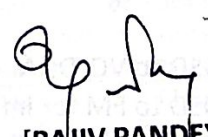
F & E CIRCULAR NO. 29/2008

The Vice-Chairman, DDA in exercise of powers vested in him vide Authority Resolution No.208 dated 25-02-1967 is pleased to delegate the powers to UTTIPEC (Planning Wing) as under: -

Sl. No.	Heads	Budgetary Provision	Delegation of Powers
1.	Meeting Expenditure		
a.	Sitting allowances to experts/resource person for attending UTTIPEC/Working groups' meetings (52 meeting/year)	Five Lakh/annum	Full powers to Commissioner (Planning) subject to annual ceiling of Rs.5 Lakh.
b.	Refreshment for participants attending UTTIPEC/Working Groups' meetings (Fifty two meetings per year)	Eight Lakh/annum	Full Powers to Director (Plg) UTTIPEC subject to annual ceiling of Rs.8 Lakh.
c.	Refreshment for participants/delegates attending Special meeting/seminar/lecture/work shop etc. (Twelve per year)	One lakh/annum	Full Powers to Commissioner (Planning) [Maximum expenditure on refreshment/ lunch per person should be Rs. 150/-] subject to annual ceiling of Rs. 1 Lakh.
d.	Refreshment for participants attending working sessions of UTTIPEC Core groups. (Two session/working day)	0.50 Lakh/Annum	Full Powers to Director (Plg) UTTIPEC subject to annual ceiling of Rs.50,000/-.
2.	TECHNICAL DOCUMENTATION [Agencies to be engaged from a panel of experts, at rates pre-decided by the UTTIPEC]		
a.	Auto CAD (Drawing for UTTIPEC projects and digitization of maps/plans etc)	8 Lakh/annum	Over and above Rs.30000/- Commissioner (Planning) and upto Rs.30000/- Addl Commissioner (Plg) subject to annual ceiling of Rs.8 Lakh.
b.	Presentation (Special presentation on Power Point etc.)	2.5 Lakh/annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.2.5 Lakh.
c.	Model (For projects undertaken by UTTIPEC)	5lakh/Annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.5 Lakh.
d.	Digital mapping (Roads/services/land-use etc. plan of Delhi in GIS format)	Rs.20 Lakh/Annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.20 Lakh.
3.	CONSULTANCY		
a.	Traffic Studies Approximate ten traffic studies/annum	Rs.20 Lakh/Annum Approximate two lakh per study	Power regarding consultancy charges shall be vested with Vice-Chairman, DDA with financial concurrence of FM, DDA

b.	Design Solutions (through competition) panel/design	Rs.100 Lakh/Annum	Power regarding consultancy charges shall be vested with Vice-Chairman, DDA with financial concurrence of FM, DDA
MISCELLANEOUS			
a.	Printing and stationary (Report/Brochure/Letter head/Visiting Cards etc.)	Rs. 5 Lakh/Annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.5 Lakh.
b.	Library	Rs.2 Lakh/ annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.2 Lakh.
c.	Tours and visits	Rs.10 Lakh/ annum	Over and above Rs.30000/- Commissioner (Planning) and Addl Commissioner (Plg) upto Rs.30000/- subject to annual ceiling of Rs.10 Lakh.
d.	Imprest amount	Rs. 3 Lakh/ annum	Imprest amount Rs.5000/- per person subject to the condition that for the first time & in the beginning of new financial year sanction may be got approved from F.M., DDA.

The above delegation of Financial powers shall be exercised prudently and judiciously. The officer while exercising the delegated powers shall have the responsibility and accountability to ensure economy and also see that all relevant financial rules and regulations have been fulfilled while purchasing/incurring the expenditure on the items. Further, items shall be purchased & expenditure incurred subject to the condition that the budget provision exists for meeting the expenditure, and compliance of the relevant provisions mentioned in GFR and other Government Orders issued from time to time.



[RAJIV PANDEY]
CHIEF ACCOUNTS OFFICER

Copy to:

1. OSD to VC/FM for the information of the latter
2. PS to EM for the information of the latter
3. Chief Vigilance Officer
4. Commissioner (Planning)
5. Pr. Commissioner-cum-Secy.
6. Director (Works)/Director (Internal Audit)
7. Dy CAO (EZ)
8. Concern DDO/AO (PE)
9. Guard file
10. Hindi officer for Hindi version only

S. D. Sharma
Sr. Accounts Officer (F & E)