

No. G-17018/1/2013-B&AS
GOVERNMENT OF INDIA
PRESS INFORMATION BUREAU

Shastri Bhawan, New Delhi,
Dated: 30th May, 2023

ORDER

Subject :- Delegation of financial powers to officers posted in PIB HQrs. and Photo Division – regarding.

In partial modification of this Bureau's Order of even No. dated 1st February 2021 and in terms of Rule 13(3) of the Delegation of Financial Powers Rules, 1978, the officers posted in PIB HQrs. and Photo Division, are hereby authorized to exercise the financial powers under DFPRs to the extent specified in the table given below, with effect from the date of issue of this Order:-

Types of Expenditure	Authority	Existing Extent of Power		Revised Extent of Power	
		Recurring	Non-Recurring	Recurring	Non-Recurring
Contingent Expenditure for Admn.	DG (Admn.) Or ADG (Admn.) in PIB HQrs.	Rs. 25,000/- per annum in each case to ADG(Admn.) only.	Rs. 60,000/- in each case to ADG (Admn.) only.	Rs. 25,000/- per annum in each case	Rs. 60,000/- in each case.
Medical Reimbursement	DG (Admn.) Or ADG(Admn.) in PIB HQrs.	Upto Rs. 30,000/- per annum in each case to ADG(Admn.) only.	-	Upto Rs. 1,00,000/- per annum in each case	-
Contingent Expenditure for PRS	Addl. DG (PF), PIB HQrs.	Rs. 25,000/- per annum in each case	Rs. 60,000/- in each case.	Rs. 25,000/- per annum in each case	Rs. 60,000/- in each case.
Contingent Expenditure for Photo Division	Addl. DG (Photo Division)	Rs. 25,000/- per annum in each case	Rs. 60,000/- in each case.	-	-
Medical reimbursement for Photo Division	Addl. DG (Photo Division)	Upto Rs. 30,000/- per annum in each case	-	-	-
Contingent Expenditure for Admn.	Head of Office	Rs. 5,000/- per annum in each case.	Rs. 10,000/- in each case.	Rs. 5,000/- per annum in each case.	Rs. 10,000/- in each case.

2. While exercising the extent of powers, the officers concerned should observe rules, orders, restrictions or scales as also the financial limits laid down in DFPRs, GFRs and economy instructions, financial codes and procedures issued by Government from time to time. In the relevant file of the concerned Section/Unit involving financial approvals, it shall invariably be mentioned that ***"The proposed expenditure is Recurring or Non-recurring and it is within the powers of Pr. DG(M&C)/ DG(Admn.)/ADG (Admn.) etc., as the case may be"***.

3. The financial and administrative powers vested in Ministry of I & B, which have been delegated to Pr. DG (M&C) vide Ministry of I & B's Order No. 25/26/2006-Press, dated 11.02.2008 will continue to be exercised by Pr. DG (M&C).

4. Hindi version follows.

Rajesh Malhotra

(Rajesh Malhotra)
Pr. Director General (M&C)

To

1. Officers concerned.
2. PPS to Pr. DG (M&C)/PPS to DG(Admn.)/PPS to ADG (PF).
3. The Chief Controller of Accounts, Ministry of I&B, Shastri Bhawan, New Delhi.
4. The Sr. A.O., P&AO (MS), Ministry of I & B, Shastri Bhawan, New Delhi.
5. The ADG, Photo Division, Soochna Bhawan, New Delhi.
6. Jt. Director (Admn.III, Vigilance & OLU)/DD(Cash, B&A & Head of Office)/DD(Admn. I&II)/DD (General & OAS)/DD (DPS & PMS)/DD (PRS & NMC).
7. DDO/S.O. (Cash), PIB HQrs.
8. All officers and Sections/Cell/Units in PIB HQrs.
9. Guard File/Spare copies.
10. OLU for Hindi version.

Copy also forwarded to: -

1. Ministry of I & B [US (Press)], Shastri Bhawan, New Delhi.
2. Ministry of I & B [US (Finance-II)], Shastri Bhawan, New Delhi.
3. Section Officer of Press/Finance-II Section, Ministry of I & B, Shastri Bhawan, New Delhi.

No. G-17018/1/2014-B&AS
GOVERNMENT OF INDIA
PRESS INFORMATION BUREAU

New Delhi, dated 30th January, 2023

ORDER

Subject:- Delegation of enhanced financial powers to Zonal DG and ADG(Region) of regional/branch offices of PIB – regarding.

In supersession of this Bureau's order of even number dated 12th July 2021 and in terms of Rule 13 (3) of the Delegation of Financial Powers Rules, 1978, Pr. DG (M&C) hereby authorizes Zonal DG and ADG (Region) of PIB to exercise enhanced financial powers to the extent mentioned in the enclosed Annexure while functioning as Head of Department in Regional Office/Branch Office of PIB. The General conditions for exercising those financial powers shall be, as under :-

- (i) Exercise of financial powers against each item shall be exercised as per conditions and restrictions laid in Column nos. 3, 4 & 5 of the enclosed Annexure. Beyond the delegated financial powers, concurrence of IFD will be required in all cases.
- (ii) The codal provisions as laid down in GFR-2017 and the procedures laid down in orders issued by Ministry of Finance, DoP&T, Ministry of Law & Justice, Ministry of Housing and Urban Affairs and Central Vigilance Commission from time to time shall continue to govern the delegation of financial powers contained in this order.
- (iii) The exercise of the delegation of financial powers for procurement of goods and services will be done in accordance with GFR-2017, DFPR 1978 as amended from time to time, Manual for Procurement of Goods – 2017, Manual for Procurement of consultancy & Other Services – 2017 and Manual on procurement of works issued by Ministry of Finance including guidelines issued by CVC from time to time. GFR mandates that goods and services available in GeM portal has to be procured from GeM Portal only.
- (iv) Delegated Powers will not be exercised on single tender basis/single vendor basis/ nomination basis/single offer basis, if it is not supported by Ministry of Finance orders.




(v) Delegated powers will not be further re-delegated to sub-ordinate officer. Zonal DG and ADG(Region) while functioning as Head of Department in Regional office/Branch office of PIB will be responsible for the correctness, regularity and propriety of the decisions taken by them within delegated powers so authorized.

2. The delegated powers are to be exercised strictly as per the conditions stated above and in the Annexure to this Order prospectively, with effect from issue of this order.

3. This issues with the approval of the Pr. DG (M&C) and also in consultation with IFA/Controller of Accounts, Ministry of I&B [concurrence Dy. No. 72/IFA/CA, dated 19.01.2023].

Encl: Annexure.


30/1/23
(Jyoti Swaroop Asthana)
Deputy Director (B&A)
Tele: 23383648

To

1. All Zonal DGs/ADG(Regions) in PIB - with the request to provide a copy of this Order to their respective P&AOs for information.
2. The IFA/Controller of Accounts, M/o I & B, New Delhi.
3. The Sr. A.O. (MS), Pay & Accounts Office, Ministry of I & B, Shastri Bhawan, New Delhi.
4. The Sr. A.O., Pay & Accounts Office, Films Division Building, 24-Peddar Road, Mumbai.
5. The Sr. A.O., Pay & Accounts Office, Doordarshan Kendra, 18/3, Uday Shankar Sarani, Kolkata – 700095.
6. The Sr. A.O., Pay & Accounts Office, DDK, Swami Sivananda Salai, Chennai – 600005.
7. The Sr. A.O., (NER), Pay & Accounts Office, Doordarshan, H.No. 5 to H. No. 4 Samannya Path, Survey, Baltol, Guwahati– 781028.
8. The Sr. A.O., Pay & Accounts Office, Akashvani Bhavan, Vidhan Sabha Marg, Lucknow-226001.
9. The Sr. A.O., Pay & Accounts Office, CGO Complex, Soochna Bhawan, New Delhi in r/o PIB Jaipur & Srinagar.
10. US (Press), M/o I & B, Shastri Bhawan, New Delhi.
11. US (IFD/Fin.II), Ministry of I & B, Shastri Bhawan, New Delhi.
12. PPS to Pr. DG/DG(Admn.)/ADG(Admn.) in PIB HQrs.
13. DD (Admn.)/S.O. (Admn.III) in PIB HQrs.
14. OLU for Hindi version.



Revised Schedule of Delegation of Financial Powers delegated to Zonal DG and ADG(Region) while functioning as Head of Department in Regional Offices/Branch Offices of PIB:-

Sl. No.	Item of Expenditure	Extent of powers delegated to Zonal DG /ADG(Region) of PIB		Rules, Orders, restrictions or scales subject to which expenditure shall be incurred.
		ADG Region in PIB	Zonal DG in PIB	
1	2	3	4	5
1.	Conveyance Hire & Hiring of Vehicles	Full Powers if hired as per notified fleet strength through GeM.	Full Powers if hired as per notified fleet strength through GeM.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR and orders issued by Ministry of Finance from time to time on hiring of vehicles. No hiring is to be made on nomination/single tender basis. Hiring is to be made through GeM Portal mandatory.
2.	Electric, Gas & Water Charges	Full Powers	Full Powers	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.
3.	Fixtures and Furniture, purchase and repair.	Upto Rs. 5.00 lakhs on each occasion subject to maximum of Rs. 50 lakhs per annum through GeM, subject to GFR, 2017 provisions.	Full Powers for purchase through GeM, subject to GFR, 2017 provisions.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR & compliance of provisions contained in GFR-2017 and Govt. orders issued from time to time.
4.	Freight and Demurrage/ Wharf age charges.	Full Powers except airlifting.	Full Powers.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR and also subject to Government orders issued from time to time. Each case of Demurrage exceeding Rs. 1000/- should be reported to Ministry through the concerned <u>Administrative Section</u> in PIB.

Adg.

[Signature]

5.	Hire of office furniture, electric fans, heaters, coolers, clock and call bells.	Upto Rs. 75,000 per case subject to maximum Rs. 1.50 lakh per annum.	Full Powers.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.
6.	Legal Charges : (i) Fee to Barristers Advocates, Pleader, Arbitrators and Umpires. (ii) Other Legal Charges. (iii) Reimbursement of Legal expenses incurred by Govt. servants in cases arising out of their official duties.	Full Powers	Full Powers	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR and also subject to compliance of Notifications/Orders issued by Ministry of Law with respect to fee to advocates etc.
7.	Motor Vehicles : (Govt. owned only) Maintenance, upkeep and repair.	Maximum upto Rs. 2.00 lakhs in a year subject to compliance of Government orders issued from time to time.	Full powers.	Subject to restrictions under Column (3) of Annexure to schedule V of DFPR .
8.	Municipal rates and taxes	Full Powers as per the rates of the Government.	Full Powers as per the rates of the Government.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.
9.	Petty works and repair : (i) Execution of Petty works and special repairs to Government owned buildings including sanitary fitting, water supply & electric installation in such building and repair to such installations. (ii) Ordinary repair and maintenance to government building. (iii) Repairs and alternation to hired and requisitioned buildings.	Full powers. Subject to GFR provisions (Chapter V "Works" of GFR, 2017).	Full powers. Subject to GFR provisions (Chapter V "Works" of GFR, 2017).	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.
10.	Postal and Telegraph charges : (i) Charges for issue of letter, telegram etc. (ii) For residential and other purpose.	Full Powers	Full Powers	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.

11.	Printing and Binding	<p>(i) Full Powers in case of Government/ Directorate of Printing subject to compliance of Govt. of India orders.</p> <p>(ii) Rs. 25,000/- per case and Rs. 2.00 lakhs per annum for emergent and unforeseen petty printing and binding jobs executed locally through private agencies.</p> <p>(iii) Upto Rs. 3.00 lakhs per annum in respect of emergent and special cases, through private agencies.</p>	<p>(i) Full Powers in case of Government/ Directorate of Printing subject to compliance of Govt. of India orders.</p> <p>(ii) Rs. 50,000/- per case and Rs. 4.00 lakhs per annum for emergent and unforeseen petty printing and binding jobs executed locally through private agencies.</p> <p>(iii) Upto Rs. 3.00 lakhs per annum in respect of emergent and special cases through private agencies.</p>	<p>(i) Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.</p> <p>(ii) All codal formalities stipulated in GFR-2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work to private printers/publisher through competitive bidding procedure.</p>
12	<p>Publications :</p> <p>(i) Official Publications.</p> <p>(ii) Non-official Publications (Books, Newspapers & other periodical publications)</p> <p>(iii) Designing, Type-setting, Translation and Publications.</p>	<p>(i) to (iii) :- Rs. 50,000/- per case subject to maximum limit of Rs. 5.00 lakhs per annum.</p>	<p>(i) to (iii) :- Full powers.</p>	<p>(i) Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR.</p> <p>(ii) All codal formalities stipulated in GFR-2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work to private printers/publisher through competitive bidding procedure.</p>

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13.	Rent : Ordinary Office Accommodation	Rs. 25,000/- per month for Govt. building. Rs. 50,000/- per month for private building. Subject to compliance of Ministry of Urban Development guidelines and rent reasonability certificate from CPWD.	Rs. 50,000/- per month for Govt. building. Rs. 1.00 lakh per month for private building. Subject to compliance of Ministry of Urban Development guidelines and rent reasonability certificate from CPWD.	Subject to restrictions under Column (3) of Annexure to Schedule V of DFPR and subject to compliance of Govt. of India orders.
14.	Repairs to and removal of machinery (where the expenditure is not of a capital nature)	Rs. 1.00 lakh per annum subject to Govt. orders issued from time to time.	Full powers.	-----
15.	Rewards, fee, bonus etc. (other than fee or honoraria granted to Govt. Servants under the Service Rules.)	Full powers as per schemes approved by the Ministry/ Department .	Full powers as per schemes approved by the Ministry/ Department .	Reward may be booked under Reward Object Head as per Govt. of India order below Rule (8) of DFPR.
16.	(A) Purchase of stationery stores; (B) Local purchase of petty stationery stores (C) Local purchase of rubber stamps and office seals.	Full powers subject to fulfillment of GFR-2017 provisions and Govt. orders issued from time to time and through GeM wherever applicable.	Full powers subject to fulfillment of GFR-2017 provisions and Govt. orders issued from time to time and through GeM wherever applicable.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR.
17.	Stores: (i) Stores required for works. (ii) Other stores i.e. stores required for the working of an establishment, instruments, equipment and apparatus.	Upto Rs. 2.00 lakhs per annum through GeM portal subject to GFR 2017 provisions.	Full powers through GeM portal subject to GFR, 2017 provisions.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR and subject to compliance of provisions contained in GFR -2017.
18.	Supply of uniforms, badges and other articles of clothing, etc. and washing allowances.	Full powers subject to compliance of Government orders from time to time.	Full powers subject to compliance of Government orders from time to time	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR.
19.	Telephone Charges	Full powers subject to compliance of Government orders issued from time to time on official and residential telephone including their payment and reimbursement.	Full powers subject to compliance of Government orders issued from time to time on official and residential telephone including their payment and reimbursement.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR and orders issued by Ministry of Finance from time to time.

20.	Tent and Camp Furniture	Full powers subject to compliance of Government orders from time to time.	Full powers subject to compliance of Government orders from time to time.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR.
21.	All office equipment including Computers/ Personal Computers, Printers dedicated work processor, intercom equipment, calculator, Dictaphones, tape recorders, photocopiers, copying machines, franking machines, addressographs, filing and indexing system etc.	Up to Rs 10.00 lakhs per annum through GeM; if not in GeM, then competitive bidding procedure must be followed.	Full powers through GeM; if not in GeM, then competitive bidding procedure must be followed.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR. This does not include Laptop, Notepad etc. which is guided by separate orders of Ministry of Finance.
22.	Hire and maintenance of computers of all kinds including Annual Maintenance Contract.	Rs. 2.50 lakhs in each case subject to maximum upto Rs. 10.00 lakhs per annum through GeM.	Full powers through GeM.	Subject to restrictions under column (3) of Annexure to Schedule V of DFPR and subject to compliance of provisions contained in GFR – 2017.
23.	Hospitality for meeting/ conference/seminars/ workshops	Full Powers @ Rs. 250/- per person.	Full Powers @ Rs. 250/- per person.	GFR and Instructions issued by Ministry of Finance have to be followed.
24.	Contracts (Annual Maintenance Contracts/Annual Rate Contracts) (other than computers) (New item)	All proposals of AMC/Annual Rate Contracts upto Rs. 5.00 lakhs per annum through GeM portal as per GFR, 2017 provisions.	Full powers through GeM portal as per GFR, 2017 provisions.	Subject to compliance of provisions contained in GFR 2017.
25.	Purchase of Goods under GFRs 154 and 155.	Full powers upto the monetary limit specified in Rules 154 & 155 of GFR 2017.	Full powers upto the monetary limit specified in Rules 154 & 155 of GFR 2017.	Subject to monetary limit and compliance of conditions prescribed in GFRs 154 and 155.
26.	Advertisement in Electronic Media, Print Media, Web Media, Social Media, Personal Media, Digital Cinema and SMS Including Outdoor publicity and display advertisement.	Upto. Rs. 5.00 lakhs per annum through a CBC empanelled agency.	Upto Rs. 5.00 lakhs per annum through a CBC empanelled agency.	All codal formalities stipulated in GFR-2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work.

27.	Organising Event Festival, Exhibition, Book Fair etc.	Upto Rs. 2.00 lakhs per event and restricted to Rs. 25.00 lakhs per annum.	Upto Rs. 5.00 lakhs item-wise and restricted to Rs. 50.000 lakhs per annum.	All codal formalities stipulated in GFR-2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work.
28.	Digitization of Books, e-Commerce	No powers	No powers	All codal formalities stipulated in GFR - 2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work.
29.	Procurement of Software for office computer/laptop	Powers upto Rs. 2.00 lakhs per annum through GeM wherever applicable.	Powers upto Rs. 5.00 lakhs per annum through GeM wherever applicable.	Procurement of Software in accordance with provision of GFR -2017 and Ministry of Finance/DEITY guidelines.
30	Procurement of Audio-Visual Equipment	Full powers upto Rs. 10.00 lakhs per annum through GeM as applicable.	Full powers (through GeM) as applicable.	All codal formalities stipulated in GFR-2017, Ministry of Finance manual and guidelines issued from CVC would be followed while awarding the work. This power not to be exercised on nomination or single vendor basis. Procurement through GeM or CPPP.
31.	Declaration of controlling Officer for the purpose of TA/LTC/ Medical Bills etc.,	Full Powers	Full Powers	Subject to compliance of provision of GFR, FR & SR, TA Rules, Medical Rules etc. and Govt. orders issued from time to time.
32	Sanction and Enhancement of Imprest/ Permanent Advance	As per GFR 322	As per GFR 322	Procedure for maintenance of permanent advance of Imprest would be as per para 10.12 of Civil Account Manual.
33.	Hiring of Office Equipment	Up to Rs. 2.00 lakhs per annum with an adequate justification on file.	Full powers with an adequate justification on file.	Provision of GFR-2017 and CVC guidelines would be followed without any deviation.




34.	Expenditure on Publicity Programme	Upto Rs. 50,000/- in each case subject to annual ceiling of Rs. 4.00 lakhs.	Full powers.	Provision of GFR-2017 and CVC guidelines would be followed without any deviation.
35.	Purchase of Photographs/ slides and transparencies	Upto Rs. 1,000/- per photograph of beneficiaries subject to maximum of Rs. 2.50 lakhs per annum.	Full powers.	Provision of GFR-2017 and CVC guidelines would be followed without any deviation.
36.	Production and Release of TV/Audio Spots etc.	No powers	No powers	These powers shall exclusively be exercised by Pr. DG (M&C) in PIB HQrs.
37	Translation/Dubbing of TV/Audio & Social Media Spot. <i>(New item)</i>	Upto Rs. 4.00 lakhs per annum through empanelled agency.	Upto Rs. 5.00 lakhs per annum through empanelled agency	Subject to compliance of provisions contained in GFR 2017.
38	Outsourcing of manpower services (viz. housekeeping, DEO, MTS and Security).	No powers.	Full powers through GeM portal subject to GFR provisions and compliance of relevant orders of MoF/DoE issued from time to time. If not available on GeM portal, then the procurement to be done from CPPP and relevant orders of MoF/DoE. For first time, for hiring of manpower, the requirement will be assessed in consultation with IFD. For hiring in subsequent years, upto approved (assessed) manpower, the hiring may be done after following ibid due procedure.	Subject to compliance of provisions contained in GFR 2017.

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30/11/23

(Jyoti Swaroop Asthana)
Deputy Director (B&A)
Tele: 23383648