

CENTRE FOR DEVELOPMENT OF ADVANCED COMPUTING



CORP:DG:4337
January 18, 2024

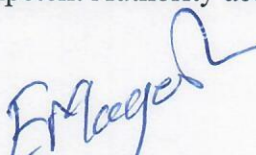
OFFICE MEMORANDUM - 04/24
(Partial amendment to OM No. CORP: DG:1538 dated 14th February, 2014)

This has reference to the Office Memorandum No. 9(34)/2023-ITEA dated December 21, 2023 received from Under Secretary, Ministry of Electronics and Information Technology (MeitY) conveying the approval of the Hon'ble MEIT, in his capacity as the Chairman Governing Council, C-DAC for amendment of Bye-laws and revised Delegation of Financial Powers.

Accordingly, the partially amended Delegation of Powers of Coordination Committee and Director General, C-DAC is enclosed at **Annexure 'A'** for your information and necessary action.

Necessary modification to give effect to this delegation stand incorporated in the Bye-Laws w.e.f. 21/12/2023. Any reference elsewhere relating to Delegation of Powers in Staff Rules or Rules of Regulations shall also stand amended accordingly.

All Centres are requested to note and adopt these changes and submit the proposals for the approval of Competent Authority accordingly.


E. Magesh
Director General, C-DAC

Encl: Annexure 'A'

To: All Executive Directors/Director(s) / Centre Head(s)
HoDs of Corporate Office
Office of Director General



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Annexure – A

(to OM 04/24 dated January 18, 2024)

Partial amendment of existing Delegation of Financial Powers of Chairman, Co-ordination Committee and Director General, C-DAC issued vide OM No. CORP: DG:1538 dated 14th February, 2014

Item No.	Subject	Coordination Committee	Director General
Item No. DoP as per Annex-A & Annex-B of OM No. CORP: DG:1538 dated February 14, 2014			
4/5.	Construction of building, major renovation, interiors, appointment of architects, site preparation etc.	Full Powers	Upto Rs.100 Crores. Contracts above Rs.25 Crores to be reported to CC in the next meeting.
5/1.	Purchase of Indian/ Foreign made capital equipment, software, technical stores like Raw Material, Components, Consumables/ Semi-Consumables etc. (including public tenders issued but resulting in single bid)	Full Powers	Up to Rs.50 Crores. Contract / Orders having value above Rs.10 Crores to be reported to CC in the next meeting.
6/6.	Repairs and Maintenance of Civil Work including electrical fittings installation (including administrative approval)	Full Powers	Upto Rs.25 Crores. Each Order/contract above the value of Rs.10 Crores to be reported in the next CC Meeting.
15/16.	Disposal of unserviceable and obsolete stores including office equipment, materials, and furniture etc. and approve their mode of disposal/ write-off.	Full Powers	Upto depreciated value of Rs.50 Lakhs on case to case basis.
16/17.	Write off irrecoverable loss due to theft, frauds or negligence of individuals.	Full Powers	Upto depreciated value of Rs.25 Lakhs on case to case basis. All cases above Rs.10 Lakhs to be reported to CC in the next meeting.
17/18.	Write off loss not due to theft, frauds or Negligence of individuals.	Full Powers	Upto depreciated value of Rs.50 Lakhs in a year and all cases above Rs.10 Lakhs to be reported in the next CC Meeting.
18/19.	Write-off / Waiver of Losses / Recoveries	Full Powers	Upto Rs.50 Lakhs against each agency. All cases above Rs.10 Lakhs to be reported in the next CC Meeting.

EMD/2024



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Item No.	Subject	Coordination Committee	Director General
23/28.	Single Tender / Single Quotation / Nomination basis in respect of proprietary items resulting in single offer.	Full Powers	Full Powers upto Rs.10 Crores. Each order / contract above Rs.1 Crore to be reported in the next CC meeting.
-	To accept the nomination of C&AG for appointment of Statutory Auditors		Full Powers. Further to be ratified and reported in the next FAC, CC and GC meetings.
Item No. DoP as per Annex B of OM No. CORP: DG:1538 dated February 14, 2014			
27.	Recurring contingent expenditure not specifically covered under the power of DG	Full Powers	Upto Rs.1 Crore
43.	Sanction of hire or repair of office equipment, furniture fixtures etc.		Full Powers
47.	Approval for opening new bank account and authorization of signatories to Bank accounts and documents		Full Powers
48.	Upkeep and Maintenance of Centre's campus		Full Powers
49.	Award Contracts towards hiring of Services for pantry / Canteen / Security / Cleaning/ Transportation and manpower Services etc.		Full Powers
55.	To invest funds of the Society in any public Financial Institutions/ scheduled Banks/ any other Government securities/ Bonds.		Full Powers
56.	Incurring of expenditure on workshop/exhibition/ conference/seminars etc.	Full Powers	Upto Rs.40 Lakhs
57.	To enter into and execute all agreements, Contract, MoU etc., on behalf of the Society except those between himself and the Society.		Full powers with respect to the Institution.

Powers shall be exercised in accordance with rules and procedures prescribed from time to time.

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