



## THE SINGARENI COLLIERIES COMPANY LIMITED

( A Government Company )

### Secretarial Department

Ref:No: CRP / CS / 75 / 234

Date: 28. 1. 2008.

Adviser (Forestry)	G M (R & D)	A G M (Survey)
E D (M&M, PR & Finance)	G M (IT)	D G M Main Workshop
C G M (Safety)	G M (Environment)	A G M (Purchase), HYD
C G M (CP & P)	G M (Welfare)	Chief Security Officer
C G M ( B D)	Chief of Estates	A G M (E&M) CWS
C G M (Stores)	SO to Dir (Opns.)	AGM (F&A) Corp. C&B/RG-II/ SRP
C G M (Personnel)	SO to Dir (P&P)	A G M (Transport)
C G M (HRD)	SO to Dir (E&M)	A G M (Civil), KGM
C G M (E & M)(OCPs)	SO to Dir (PA&W)	AGM (E&M) PH.,KGM,
C G M (Purchase)	SO to Dir (Fin.)	D G M (Law) HYD
C G M (Q M)	SO to C&MD	F M (Compilation)
C G M (Civil)	G M YLD	I/c M R Station, RGM
C G M (F & A)	C G M MNG	O S D (L) New Delhi
	C G M KGM	Dy. Law Mgr., KGM
C G M (Exploration)	C G M RG-I	D G M (F&A) (IA) KGM SRP
C G M (P P)	C G M RG-II	D G M (F&A) MNG/HYD/ RG-I/
CGM (Vigilance)	G M RG-III	RG-II/RG-III/YLD
C M S	G M BPA	MM/ BHPL/ BPA
G M (E & M) (UGM&MM)	G M SRP	F M SRP/ KGM
G M (E & M) (PHs&WSs)	G M MM	F M (IA) RGM/ RKP/ BPA
G M (F & A)(IA)	G M BHPL	D G M (General Accounts) (Corp.)
G M (I E)	D G M (Purchase)	Adm. Manager, HYD
G M (I & P M)	A G M (E&M) (Purchase)	

**Sub: Modifications to the sub-delegation of financial powers to below Board level executives – Reg.**

- Ref: 1) Our circular No.CRP/CS/75/756 dt.21.7.06.  
 2) Our circular No.CRP/CS/75/316 dt.30.4.07.  
 3) Our circular No.CRP/CS/75/334 dt.8.5.2007.  
 4) Our circular No.CRP/CS/75/395 dt.14.6.07.  
 5) Our circular No.CRP/CS/75/508 dt.24.7.07.  
 6) Our circular No.CRP/CS/75/784 dt.2.11.07.  
 7) Our circular No.CRP/CS/75/812 dt.22.11.07.

1. The revised financial powers to the below Board level executives of Corporate & Area offices as sub-delegated by C&MD were issued vide reference 1<sup>st</sup> cited and amendments were made vide references 2<sup>nd</sup> to 7<sup>th</sup> cited. C&MD has approved following modifications to the above sub-delegation of powers which will come into force with immediate effect.
2. Powers of (C)GM(Purchase) have been modified as under;

Sl. No.	Description of power	Periodicity	Delegated power
5.7	Small spares / hardware - Minor spares for repairs/ Modifications/ local repairs to LMVs/HMVs etc. including P&M in emergencies (excludes gadgets, fancy fittings, curtains, AC, stereo system etc.) The contract shall be on L-1 quotation by obtaining 3 quotations. (Agents & Mine managers shall exercise the powers for purchase of small spares/ hardware duly verifying comparative rates in other areas which are being put in intranet.)	each occasion	Rs.25,000

Contd..2..

<b>6.0</b>	<b>PURCHASE OF STORES ITEMS:</b>		
6.1	Revenue non-proprietary spares and other items:		--
a)	Advertised tender - orders on lowest offer.	each occasion	Rs.50,00,000
b)	Advertised tender - order on other than lowest offer.	each occasion	Rs.25,00,000
c)	Limited tender - order on lowest of not less than 2 offers out of 5 enquiries.	each occasion	Rs.25,00,000
d)	Limited tender- order on other than lowest of 2 offers out of 5 enquiries.	each occasion	Rs.10,00,000
e)	Single offer against advertised/ limited tender or nomination tender.	each occasion	Rs.5,00,000
6.2	Revenue proprietary spares not covered in RC / Open Order.	each occasion	Rs.50,00,000
6.3	Revenue proprietary spares covered in RC / Open order.	each occasion	Rs.50,00,000
6.6	Procurement of capital items as per approved Annual Plan:		
a)	Advertised tender – order on lowest offer.	each occasion	Rs.50,00,000
b)	Advertised tender –order on other than lowest offer.	each occasion	Rs.25,00,000
c)	Limited tender- order on lowest of not less than 2 offers out of 5 enquiries.	each occasion	Rs.25,00,000
d)	Limited tender- order on other than lowest of 2 offers out of 5 enquiries.	each occasion	Rs.10,00,000
e)	Single offer against advertised/limited tender or nomination tender.	each occasion	Rs.5,00,000
7.6	<b>Other than Civil &amp; Forestry Contracts</b>		
a)	Advertised tender - order on lowest offer.	each occasion	Rs.50,00,000
b)	Advertised tender –order on other than lowest offer.	each occasion	Rs.25,00,000
c)	Limited tender- order on lowest of not less than 2 offers out of 5 enquiries.	each occasion	Rs.25,00,000
d)	Limited tender- order on other than lowest of 2 offers out of 5 enquiries.	each occasion	Rs.10,00,000
e)	Single offer against advertised/limited tender or nomination tender.	each occasion	Rs.8,00,000

3. The following clauses are deleted for the reasons mentioned against each.

Sl. No.	Description of power	Deleted for	Reasons for deletion
5.11 (a)	Hiring (annual contracts) of HMTVs (through normal tendering system).	Corporate and Area executives	This is covered under DoP No.7.6 i.e., 'Other than Civil & Forestry contracts.'
5.11 (b)	Hiring of LMVs as per exigencies under rate contract (subject to finalisation of R/c for hiring of vehicles of by each area).	Area executives	
6.5	Transportation of miscellaneous materials.	Corporate and Area executives	
5.13	Procurement of non-production stores items (orders can be placed on nomination basis also).	Corporate executives	This is covered under modified clause 6.0.

4. This circular can be viewed in local intranet by visiting the site as under;

i. Type **URL: <http://webcor.sclmines.com>** in internet explorer.

ii. In the left side menu in home page,

select **Departments --> Secretarial Department --> circulars.**

5. Further the circular is also available in our web site [www.sclmines.com](http://www.sclmines.com) under RTI Act folder.

  
Company Secretary

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All Directors