

No.7-5/2009-Fin. (efile- 93798)
 Ministry of Communications
 Department of Telecommunications
 (Integrated Finance Division)

New Delhi 24.09.2024

OFFICE MEMORANDUM

Subject: Delegation of financial powers to Administrator, USOF

1. With regard to the above subject, the undersigned is directed to convey **the concurrence of Member (Finance) and approval of Secretary (T) to delegate the financial powers of Administrator, USOF** in the under-mentioned items of expenditure-

Sl.No.	Nature of Expenditure	Extent of financial powers to Administrator (USOF)
1.	Procurement of IT Goods & Services including Annual Maintenance	Full powers with concurrence of DDG(F) subject to any restriction placed by Ministry of Finance or any nodal ministry.
2.	Procurement of laptop, tablet, phablet, notepad, ultra-book, notebook, mobile or devices of similar categories for eligible officers of DoT HQ including USOF	Full powers with concurrence of DDG(F) subject to conditions mentioned in DoE OM No. 03(20)/2022-E.II(A) dated 21.07.2023 and amendments issued time to time, GFR provisions, DoE guidelines and other applicable Govt. rules/instructions.

2. Financial powers given to SS(T)/AS(T) with respect to "Procurement of IT Goods & Services including Annual Maintenance" vide OM No. 1-1/2014-15/Fin dated 22.12.2021 and "Procurement of laptop, tablet, phablet, notepad, ultra-book, notebook, mobile or devices of similar categories" vide OM No. 1-1/2014-15-Finance (efile 79700) dated 09.11.2023 **are being withdrawn with immediate effect till further orders.**
3. The exercise of financial power shall be subject to the following conditions:
- a. The powers mentioned herein shall be exercised only by the Administrator (USOF), on the condition that the expenditure shall be met from the allocated budget under the relevant head of account.
 - b. The power shall be exercised with the prior concurrence of DDG(F).
 - c. It is to submit that while exercising financial powers, procurement shall be made from GeM as per GFR 149 and approving officers shall be responsible for the correctness, regularities and propriety of the

purchase decision.

- d. The exercise of financial powers will be subject to relevant Govt. rules, orders, scales, instruction, procedures prescribed by Government from time to time, GFR-2017 and its amendments, DoE instructions and economy measures issued by the Government/Department from time to time. All usual conditions as laid down in the relevant manuals as well as instructions issued from time to time.
- e. The 'Full Powers' shall be exercised keeping in view conditions and limitations contained in Delegation of Financial Power Rules, General Financial Rules-2017, Financial Handbook Volume-I, Fundamental & Supplementary Rules, Departmental Code Books, Manuals, DoE guidelines, powers delegated by DoT HQ from time to time and extant Govt. instructions/rules.
- f. No purchase proposal requiring sanction of higher authorities may be sanctioned in parts as two or more purchase proposals, in order to avoid sanction of higher authority.
- g. The financial power cannot be further re-delegated.

(Venkata Praveen Pogiri)
Director (Finance)
Tel: 011-23036037

To:

1. Administrator USOF
2. AS(T)

Copy to:

1. PSO to Secretary (Telecom)
2. PSO to M (F)
3. PSO to Advisor (F)
4. PPS to DDG (F), DoT HQ
5. Dy. Director (OL) for providing Hindi translation
6. Resident Audit Officer, Sanchar Bhawan, New Delhi
7. Office copy

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