

Sub: Correction slip no. 5 to SOP on Misc. Matters (Review of schedule of powers w.e.f. 01.01.2016 vis-a-vis previous SOP) issued with effect from 22.05.2017.

**Item No. 22(a)**

<b>AS APPEARING</b>						
Sl. No.	Reference to Code / Rule order	Nature of Power	PHOD / CHOD / SAG Officers	SG / JAG Officers	Sr. Scale Officers	Remarks
22(a)		To enter into annual service/maintenance contract for equipment like typewriters, Xerox machine, fax machine, duplicating machine, PC/system, Cyclostyle machines, Cad-Cam machine, Franking machines, other such machines and other machinery plants equipment including hospital equipment.	Full powers Rs. 20,000/- per occasion for each case	up to Rs.10,000/- per item subject to Rs.15000/- per year	NIL	1.Finance concurrence is necessary. 2.Tender/Quotation contract rules to be followed.
<b>AS MODIFIED</b>						
22(a)		To enter into annual service/maintenance contract for equipment like typewriters, Xerox machine, fax machine, duplicating machine, PC/system, Cyclostyle machines, Cad-Cam machine, Franking machines, other such machines and other machinery plants equipment including hospital equipment.	Full Powers Annual ceiling limit is to be restricted to Rs. 5 (Five) lakh	Rs. 10,000/- per year per equipment		As was previously reflecting in the old SOP just before the publication of new SOP issued w.e.f. 01.01.2016  1.Finance concurrence is necessary. 2.Tender/Quotation contract rules to be followed.