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भारत सरकार GOVERNMENT OF INDIA
 वित्त मंत्रालय MINISTRY OF FINANCE
 राजस्व विभाग DEPARTMENT OF REVENUE
 केन्द्रीयअप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
 CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
 आयुक्त का कार्यालय
 OFFICE OF THE COMMISSIONER
 केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
 CENTRAL TAX & CENTRAL EXCISE
 केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
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पत्र सं./ GEXCOM/II/(13)/1/2022 ADMN

तारीख/Dated : 18.07.2022

Sub: Delegation of Financial Powers to Additional/ Joint Commissioner (P&V) / DC's/AC's in Hqrs. Office and Divisions of Central Tax and Central Excise, Kochi Commissionerate – Reg.

In exercise of the powers vested under Rule 14 of Delegation of Financial Power Rules, 1978, I declare the following officers, as Head of Office, for the purpose of exercising Financial Powers.

Commissionerate's Headquarters : Addl. Commr./Jt. Commr. of Central Tax and Central Excise in charge of Administration & Accounts.

Central Tax & Central Excise Divisions. : Dy. Commr/ Asst. Commr of Central Tax and Central Excise in charge of Administration & Accounts.

2. In exercise of powers vested under Rule 13(3) of Delegation of Financial Power Rules, 1978, and in supersession of the earlier delegations, I hereby authorize the Joint/ Addl. Commissioner in charge of (Administration & Accounts.) in the Commissionerate's Headquarters Office and the Dy/Asst. Commissioners in the charge of Divisions, to exercise the power of sanction of expenditure, to the extent as mentioned in column (5) and column (6) of the table below.

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Sl. No	Sl. No. of the item of expenditure	Item of Expenditure	Head of Department Ref: OM.No.15/6/2008-IFU-III(E.C) dated 15.09.2011	Head of Office (Headquarters Office) Kochi	Head of Office (Divisions)
(1)	(2)	(3)	(4)	(5)	(6)
1	2.3	Electric, Gas and Water charges	Full power	Full power	Full power
2	2.4	Fixtures, Furniture (Both for purchase and repair)	Full power	Rs.1,00,000/- at a time in each case subject to Rs.5,00,000/- per year	Rs.50,000/- at a time in each case subject to Rs.1,00,000/- per Year
4	2.5	Freight and Demurrage charges	Full power	Full power	----
5	2.7	Legal Charges	Full power	Full power	----
6	2.8(v)	Maintenance, Upkeep and repairs of departmental vehicle	Full power	Rs.50,000/- at a time in each case - Repair and replacement for departmental vehicle.	Rs.25,000/- at a time in each case - Repair and replacement for departmental vehicle.
7	2.8 (vii)	Motor vehicle hiring	Full power	(i) No power to hire vehicle (ii) Full powers for sanction bills for hired vehicles	(i) No power to hire vehicle (ii) Full powers for sanction bills for hired vehicles
8		Department vehicles- Fuel	Full power	Full power	(b) Rs.10,000/- per vehicle per month
9		Department Genset- Fuel	Full power	(b) Rs.25,000/- per Genset per month	(b) Rs.20,000/- per Genset per month
10	2.9	Municipal, Rates and Taxes	Full power	Full power	Full power
		i) Purchase / procurement of computers/	i) Rs.15 lakhs per year	Rs.1,00,000/- at a time in each case subject to	Rs.20,000/- at a time in each case subject to

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11	2.14	hardware		Rs.5,00,000/- per year.	Rs.50,000/- per year.
		ii) AMC of computers (Hardware) excluding sites- Rs.10Lakhs per year (non PSU) including repairs, upkeep, etc.. of computers	ii) Rs.10 lakhs per year	Rs.50,000/- each case for repair and maintenance	Rs.5,000/- at a time in each case subject to Rs.50,000/- per year for repair and maintenance
		iii) Site preparation of computer/ installation	iii) Rs.5 lakhs per year	----	----
		iv) Maintenance for site of computers.	iv) Rs.5 lakhs per year	----	----
12	2.16	Postal and Telegraph charge	Full power to incur expenditure on this subject to following the existing Government instruction. Through E- Govemance activities, electronic mode is to be increasingly adopted	Full power	Full power
13	2.17	Printing and binding	<p>i) Full power to HOD's in case printing is done in Govt. Press or through Directorate of printing.</p> <p>ii) Rs. 1 Lakh per year through private party including cost of paper and binding following GFR2005 provisions and Govt. instructions on the subject.</p>	Same as HOD's	<p>i) Full power in case printing is done in Govt. Press or through Directorate of printing</p> <p>ii)Rs.25,000/- per year through private party including cost of paper and binding following GFR2005 provisions and Govt. instructions on the subject.</p>

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14	2.18	Books and Publications	Full power	Full power	Rs.5,000/- at a time in each case subject to Rs.50,000/- per year
15	2.22	Purchas of Stationery	Up to Rs.10 Lakhs per year Govt.'s economy instruction & GFR 2017 provisions are to be followed in procurement and inventory management. HOD's have to ensure that there is no wasteful expense.	Rs.50,000/- each case.	Rs.20,000/- each case, Rs. 1 Lakh per year
16	2.23	Stores (Materials & Supply)	Full power	Rs.1,00,000/ per year	Rs.10,000/ per year
17	2.25	Telephone charges	Full power	Full power	Full power
18	2.27	All office equipment's including typewriters, electronic typewriters, dedicated word processors, intercom equipment's, calculators, electronic stencil cutter, Dictaphones, tape recorders, photo copiers, copying machine, franking machine, filing, indexing systems etc required for working of an establishment.	Full power	Rs.2,00,000/- at a time in each case subject to Rs.5,00,000/- per year	Rs.50,000/- at a time in each case subject to Rs.1,00,000/- per year
19	3	Other items of contingent expenditures	Recurring Rs.1 lakh per year in each case. Non-Recurring Rs. 1 lakh per year in each case.	Recurring Rs.50,000/- per year in each case. Non-Recurring Rs. 1 lakh per year in each case.	Recurring Rs.10,000/- per year in each case. Non-Recurring Rs.20,000/- per year in each

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					case.
20	4	Miscellanies Expenditure	Recurring Rs.10,000/- per year in each case. Non-Recurring Rs.20,000/- per year in each case.	Recurring Rs.10,000/- per year in each case. Non-Recurring Rs.20,000/- per year in each case.	Recurring Rs.5,000/- per year in each case. Non-Recurring Rs.10,000/- per year in each case.
21	21 (C)	Purchase of rubber stamps office seals as per (Annexure-II) of DFPR,rule 1978	Full power	Rs.25,000/- per year(Rs.5,000/- at a time)	Rs.10,000/- per year(Rs.2,000/- at a time)

The above delegation of power is subject to the Provisions of Rule 13 (4) of the Delegation of Financial Power Ruled,1978 and column 3 of the Annexure to schedule V of the Delegation of Financial Power Ruled,1978.

3. Further I hereby delegate the Power of Head of Department conferred up on me under sub- rule 1&2 of Rule 13 (ibid) to Addl. Commr./ Jt. Commr. Central Tax and Central Excise, holding the charge of Administration, Establishment and Accounts, in the Kochi Central Tax and Central Excise Commissionerate, with immediate effect and until further orders, under.

- a. Power as contained in Fifth Schedule to GPF (CS Rules) for GPF advance/part final withdrawal.
- b. Power to sanction all short term interest free/ interest bearing advances.

4. He will be responsible for correctness, regularity and propriety of the expenditure incurred under the power delegated above and will maintain economy in expenditure.

5. The Dy./ Asst. Commissioner's in charge of GST and Central Excise Divisions of Kochi Central Tax and Central Excise Commissionerate hereby, declared as the Head of Office of their respective jurisdiction under Rule 14 of the Delegation of Financial Power Ruled,1978 and they would exercise powers to extent delegated to the Head of Office in Headquarters office as above except medical claims.

6 This order supersedes all the previous orders on the subject from the date of effect of this order.

(MANEESH KUMAR)
COMMISSIONER

To

The Joint Commissioner (P&V), Kochi Commissionerate.

Copy to:

1. **The Chief Commissioner of Central Tax, Central Excise & Customs, Thiruvananthapuram Zone.**

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2. **The Addl./Jt. Commissioner of Central Tax and Central Excise, Kochi Commissionerate.**
3. **The Dy./Asst. Commissioner Hqrs. and in charge of Divisions of Central Tax and Central Excise, Kochi Commissionerate.**
4. **The Administrative Officer (DDO), Hqrs., Kochi and in charge of all Divisions**
5. **The Superintendent (Systems), Central Tax and Central Excise, Hqrs., Kochi for uploading in website.**
6. **Hindi cell- for Hindi version**