



भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
वी रामलिंगस्वामी भवन, अन्सारी नगर, नई दिल्ली - 110029
DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)
V. RAMALINGASWAMI BHAWAN, ANSARI NAGAR, NEW DELHI-110029

No. 16/55//2023- Admn./ E-office. 164737

Dated: 29/12/2023

Office Memorandum

The following delegation of financial powers in respect of Senior Deputy Director General (Admn), ICMR Hqrs and Directors/Director-in-Charges of ICMR Institute/Centres have been revised, with the approval of the Hon'ble Minister of Health & Family welfare and concurrence of Integrated Finance Division (IFD), Ministry of Health & Family Welfare: -

| Revised delegated Power of Senior Deputy Director General (Administration), ICMR HQs | | |
|--|---|---|
| Head of Expenditure/ Power | Existing | Revised |
| 1 Powers to incur capital/Major Works expenditure (as per DFPR) | NIL | Up to Rs. 2.50 crore in respect of Capital/Major Works proposal of the ICMR HQ subject to the condition that: <ul style="list-style-type: none">• Work should be done on the recommendations of CWAC of the Institute and HQ;• Approvals must be in line with GOI's rules/guidelines on the subject. |
| 2 Purchase of stores Including office furniture/office equipment (as per DFPR and GFR) | Up to Rs. 5 lakhs, with the concurrence of Sr. ACO of Council. Where Sr. ACO is not in position, then with the concurrence of Sr. F.A, ICMR | Up to Rs.50 Lakhs in each case in respect of ICMR Hqrs. only through open tender on GeM portal subject to guidelines issued by the GoI/ ICMR from time to time on the subject of procurement. In case of single tender/resultant single tender, the powers would be upto Rs. 12.50 lakhs only. |

Note: Exercise of this delegated power should be with the Financial Concurrence of Sr. ACO

| Revised delegated Power of the Director/ Director –in- Charges of the Institutes/Centres | | |
|--|---|---|
| Head of Expenditure/Power | Existing | Revised |
| 1 Purchase of stores including office furniture/office equipment/equipment (As per DFPR and GFR) | Up to Rs.25 lakh with the concurrence of ACO(Jr.Grade)/ ACO/Sr.ACO of the Institute / Centre. | Up to Rs. 50 Lakhs in respect of Institutes/Centres through open tender on GeM portal subject to guidelines issued by the GoI/ICMR from time to time. In case of single tender/resultant single tender the powers would be up to Rs.12.50 lakhs only. |
| 2 Hiring of Security Agencies | Up to Rs.25 lakh with the concurrence of ACO(Jr.Grade)/ ACO/Sr.ACO of the Institute / Centre. | Full power up to Rs.1 Cr. per annum subject to the following: <ul style="list-style-type: none"> • Security personnel are hired through DGR sponsored agency • All norms on the subject are followed • Number of Security personnel has prior approvals of HQ after a norm based analysis. |
| 3 Hiring of manpower /House-keeping staffs | Up to Rs.25 lakh with the concurrence of ACO(Jr.Grade)/ ACO/Sr.ACO of the Institute / Centre. | Full power up to Rs.1Cr. per annum subject to the following: <ul style="list-style-type: none"> • Agency is hired on GeM platform on open tender basis; • All GOI and GeM norms on the subject are followed; • Number of personnel has prior approvals of HQ after a norm based analysis. • In case of single tender/ resultant single tender the powers would be up to Rs.25 lakhs only. |

Note: -

(i) Exercise of this delegated power should be with the Financial Concurrence of ACO(Jr.Grade)/ ACO/Sr.ACO of the Institute.

(ii) This delegation is not applicable to Director, BMHRC, which has separate delegation order, being a medical hospital treating Bhopal Gas tragedy patients.

This delegation will be effective from the date of issuance of this Office Memorandum.

Cases which are under submission to HQ and action yet to be initiated will be governed by new delegation and will be referred back to the institute. However, cases which have already been processed and under different stages of finalization will continue to be process at HQ till their final outcome.

Jagdish Rajesh
Assistant Director General (Admin.)

Copy to: -

1. PS to DG/Sr. DDG(A)/Sr. FA
2. The Directors/Directors-In- Charge of ICMR Institutes/Centres.
3. All Divisional Heads
4. DDG(A)/ ADG(A)/Sr. ACO
5. Head BMI-with request to upload the same in ICMR website