

MINISTRY OF HIGHER EDUCATION, TECHNOLOGY AND INNOVATION
ACCELERATING HIGHER EDUCATION EXPANSION AND DEVELOPMENT OPERATION
DELEGATION OF AUTHORITY UNDER FINANCIAL REGULATION - 135 FOR OPERATIONAL TECHNICAL SUPPORT (OTS)

Description		Authorization FR 136	Approval FR 137	Certification FR 138	Payment FR 139
Salaries and Wages / allowances and other Benefits		Approving Authority (Letter of Appointment)	D(OTS)	DD(F)	DD(F)
Other Expenses	Other Incremental Cost	PD/ DPD	D(OTS)	DD(F)	DD(F)
Procurement of Works, Goods and Services (Procurement Mannual Supplement - 34 dated 09.07.2018					
1.1 Direct Purchase Procedure	Small Value Repair Works , Goods and Services				
Works upto Rs. 500,000/=	Satisfying the requirements given under procurement guideline 3.5 and 3.6	VC	D(OTS)	DD(F)	DD(F)
Works upto Rs. 200,000/=	When it is uneconomical to follow tender procedure, ensure the economy of procurement and personnel approval by authority.	Director - OTS	D(OTS)	DD(F)	DD(F)
Goods and Services upto Rs. 200,000/=	satisfying the procurement guide line 3.5 and 3.6	VC	D(OTS)	DD(F)	DD(F)
Goods and Services upto Rs. 100,000/=	When it is uneconomical to follow tender procedure, ensure the economy of procurement and personnel approval by authority.	VC	D(OTS)	DD(F)	DD(F)
Goods,service or equipment upto Rs. 15,000/= per event per day	Total of such purchases during any calendar month should not exceed Rs. 60,000/= per each grant or activity under ELTA/ELSE or RDIC.	Director - OTS	D(OTS)	DD(F)	DD(F)
1.2 Direct Purchase Procedure	Procurement of Works , Goods and Services				
Works , Goods or services upto Rs. 600,000,000/=	Satisfying the requirements given under procurement guideline 3.1/3.2/3.3	Secretary [subject to the recommendation of the Ministry Procurement Committee (MPC)]	D(OTS)	DD(F)	DD(F)
Works , Goods or services upto Rs. 300,000,000/=	DO	Secretary [subject to the recommendation of the Project Procurement Committee - (OMST)]	D(OTS)	DD(F)	DD(F)
Works , Goods or services upto Rs. 100,000,000/=	Do	Vice Chancellor (subject to the recommendation of Department Procurment Committee - University)	D(OTS)	DD(F)	DD(F)
Works , Goods or services upto Rs. 10,000,000/=	Do	Director OTS [subject to the recommendation of Regional Procurment Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)

(2). Shopping Procedure	Goods, Works and Services other than Consultancy Services (Procurement Guide line 3.4)				
Works upto Rs. 20 million	By inviting at least 5 sealed Quotations	Secretary [subject to the recommendation of the Ministry Procurement Committee (MPC)]	D(OTS)	DD(F)	DD(F)
Works upto Rs. 15 million	By inviting at least 5 sealed Quotations	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Works upto Rs. 3.5 million	By inviting at least 5 sealed Quotations	Director OTS [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)
Works upto Rs. 1 million	By inviting at least 3 sealed Quotations	VC	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 18,000,000/	By inviting at least 5 sealed Quotations	Secretary [subject to the recommendation of the Ministry Procurement Committee (MPC)]	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 8,000,000/	By inviting at least 3 sealed Quotations	Secretary [subject to the recommendation of the Ministry Procurement Committee (MPC)]	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 15,000,000/	By inviting at least 5 sealed Quotations	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 5,000,000/	By inviting at least 3 sealed Quotations	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 1,000,000/	By inviting at least 5 sealed Quotations	Director OTS [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)
Goods or Services upto Rs. 500,000/	By inviting at least 3 sealed Quotations	VC	D(OTS)	DD(F)	DD(F)

(3). Open Competitive Biddings Procedure	Procurement of Goods , Works and Services				
Above Rs. 600,000,000	Procurement Guideline 3.1 - ICB Procurement Guideline 3.2 - NCB Procurement Guideline 3.3 - Limited / Restrictrd LIB/LNB	Secretary [subject to the recommendation of Cabinet Appointed Procurement Committee (CAPC)]	D(OTS)	DD(F)	DD(F)
Upto Rs. 600,000,000		Secretary [subject to the recommendation of the Ministry Procurement Committee (MPC)]	D(OTS)	DD(F)	DD(F)
Upto Rs. 300,000,000		Secretary [subject to the recommendation of the Project Procurement Committee - (OMST)]	D(OTS)	DD(F)	DD(F)
Upto Rs. 100,000,000		Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Upto Rs. 10,000,000		Director OTS [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)

Procurement of Consultancy Services					
(A) Individual Consultancies					
(1) When Internationally & Nationally Publicize (as per Consultancy Procurement Guide lines).					
Equal or Over Rs. 25 Million	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 25 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 10 Million	do	Secretary [subject to the recommendation of Project Consultants Procurement Committee - (OMST)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 5 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Less than Rs. 3 Million	do	Vice Chancellor [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)
Up to 1 Million	do	Director - OTS	D(OTS)	DD(F)	DD(F)
(2) When Nationally Published (as per Consultancy Procurement Guide lines).					
Equal or over Rs. 15 Million	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 15 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 5 Million	do	Secretary [subject to the recommendation of Project Consultants Procurement Committee - (OMST)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 3 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Less than Rs. 1 Million	do	Vice Chancellor [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)
Up to 500,000/=	do	Director - OTS	D(OTS)	DD(F)	DD(F)
(B) Firms (when CQS or SS) Procurement Guide line 3.12 & 3.13					
(1) When Internationally & Nationally Publicize (Consultancy Procurement Guide lines).					
Equal or over Rs. 100 Million	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	PD	DD(F)	DD(F)
Less than Rs. 100 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	PD	DD(F)	DD(F)
Less than Rs. 20 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	PD	DD(F)	DD(F)
Less than Rs. 5 Million	do	Vice Chancellor [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	PD	DD(F)	DD(F)
(2) When Nationally Publicize (as per Consultancy Procurement Guide lines).					
Equal or over Rs. 25 Million	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 25 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 5.0 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
Less than Rs. 0.5 Million	do	Vice Chancellor [subject to the recommendation of Regional Procurement Committee - (RPC) - OTS]	D(OTS)	DD(F)	DD(F)

(C) Firms -when Competitive Procedure - (QCBS, QBS, FBS or LCS) Procurement					
Guide line 3.8,3.9,3.10 or 3.11 are applied).					
(1) When Internationally & Nationally Published					
Equal or greater than Rs. 200 Mn.	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 200 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 50 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)
(2) When Nationally Published					
Equal or greater than Rs. 100 Mn.	do	Secretary [subject to the recommendation of Cabinet Appointed Consultant Procurement Committee (CPCC)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 100 Million	do	Secretary [subject to the recommendation of Ministry Consultants Procurement Committee - (CPCM)]	D(OTS)	DD(F)	DD(F)
Less than Rs. 20 Million	do	Vice Chancellor (subject to the recommendation of Department Procurement Committee - University)	D(OTS)	DD(F)	DD(F)

Composition of Regional Procurement Committee - (RPC- OTS).

1. Chairman Director - OTS
2. Member Deputy Director - Finance or an alternative finance officer from the office of the Bursar
3. Member A member from requisitioning unit (who is knowledgeable with the items to be procured) appointed by the VC

Composition of Department Procurement Committee - University.

1. Chairman Vice- Chancellor of the University
2. Member Bursar of the University or his/her nominee
3. Member Representative from the Ministry or a similar capacity Government Official.

PD Project Director
 DPD Deputy Project Director
 D(OTS) Director - Operation Technical Support
 DD(F) Deputy Director - Finance

RPC - OTS Regional Procurement Committee - at OTS
 DPC - University Department Procurement Committee - at University level
 PPC - OMST Project Procurement Committee (Operational and Monitoring Support Team)
 MPC Ministry Procurement Committee
 CAPC Cabinet Appointed Procurement Committee

CPCP Project Consultant Procurement Committee - (OMST)
 CPCM Ministry Consultants Procurement Committee
 CPCC Cabinet Appointed Consultants Procurement Committee

Approved


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 Secretary

Ministry of Higher Education, Technology and Innovation

29/08/2023

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