
	<p align="center"><b>RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED</b>          [Corporate Identity Number (CIN) : U40109R]2000SGC016485]          Regd. Office: VidyutBhawan, Jyoti Nagar, Jaipur -302005</p>	
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RVPN - F&R No. **1398**

No.: RVPN/CAO (P&F)/AAO/F&R/F. 98(Pt.-II)/D. 251      Dated: 10/03/2021

**CIRCULAR**

The rule 73 of the Rajasthan Transparency in Public Procurement Rules, 2013 provides that orders for additional quantities may be placed, if allowed in the bidding documents, on the rates and conditions given in the contract and the original order was given after inviting open competitive bids. Delivery or completion period, if required, may also be proportionately increased. The limits of orders for additional quantities shall be as under:-

- (a) 50% of the quantity of the individual items and 50% of the value of original contract in case of works; and
- (b) 50% of the value of goods or services of the original contract.


The rule 73 of the RTPP Rules, 2013 further provides that additional quantities beyond 50% of the quantity of the individual item(s) as provided in original order can be procured in exceptional circumstances and without changing the scope of work envisaged under the contract with prior approval of the Administrative Department. Hence, wherever necessary, due to the quantum of orders for additional quantities, the procuring entity shall obtain prior and revised technical, financial and administrative sanctions from the competent authorities. It is mandatory that the additional quantities so procured should be part and parcel of the work being executed and the limit of 50% of the value of original contract shall not be exceeded in any case. It is also required that prior approval for revised requirements is obtained from the competent administrative and technical authority(ies).

Similarly General Note No. 4 of the Delegation of Powers of RVPN provides that revised administrative & financial sanction and technical sanction of competent authority shall be taken as soon as practical once it is known that the expenditure will exceed 10% of the sanction or in case of any major modification/revision in the already approved work which substantially changes the nature of work or adds any major element, even if it does not result in exceeding the 10% limit.

While the case is submitted to WTDs/ Administrative Department for seeking approval for procurement of additional quantities of individual items upto 50% and/or in excess of 50% of the original quantities, revised technical approval/ sanction from concerned Technical Authority for increased quantities must be obtained and attached in the file with pagination. Further, all necessary details viz the details of open tender, whether contract provides for procurement of addition quantities and details of relevant clause to this effect, whether delivery period and amount of PBG needs to be enhanced etc. may be submitted on file alongwith the justification & reasons for increase in the quantities.

It is enjoined upon all concerned authorities to ensure proper compliance of provisions laid down as above while submitting the case for approval.

This bears the approval of Chairman and Managing Director, RVPN.



(Sandeep Dheer)  
**Director (Finance)**

Copy to the following for information and necessary action:-

1. The Secretary (Admn), RVPN, Jaipur.
2. The Chief Engineer ( ) /Zonal Chief Engineer (T&C)/Addl. Chief Engineer ( ), RVPN, Jaipur.
3. The Superintending Engineer ( )RVPN, \_\_\_\_\_.
4. The Chief Accounts Officer/COIA ( ) RVPN, \_\_\_\_\_.
5. The Sr. Accounts Officer/Dy.COA ( ) RVPN, \_\_\_\_\_.
6. PS to CMD/Director (Finance), RVPN, Jaipur.
7. The Accounts Officer/AAO-I ( ) RVPN, \_\_\_\_\_.
8. Strength / Order/ Master file.



**Director (Finance)**