



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण  
(उत्कृष्ट परिवहन और राजमार्ग मंत्रालय)  
National Highways Authority of India  
(Ministry of Road Transport & Highways)  
G-5 & 6, SECTOR-10, DWARAKA, NEW DELHI-110045

Ph : 91-11-5080390  
91-11-5080988  
91-11-5080355  
Fax : 91-11-5080460  
91-11-5080433  
91-11-5080360

No. NHAI/F&A/Fun/PIUs/2001

Dated: March 21, 2002

OFFICE ORDER

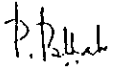
In order to have a uniform approach and to streamline the process of investment of surplus funds, both at head office and at the Project Implementation Units (PIUs), the following procedure is prescribed to be brought into force with immediate effect for investment of surplus funds:

- ✓ i. The funds may be invested with SBI or its subsidiaries or any other Indian nationalized bank.
- ✓ ii. For empanelment of the banks, the following broad criteria may be followed-
  - ✓ a. The bank/branch should either be located within the vicinity of the office (say 5-6 kilometers) or should have been authorized by its HIO/LHIO/CO/Main Branch to quote the rates & accept the deposits from NHAI.
  - ✓ b. At the time of maturity, the bank should be willing to issue a bankers' cheque in the name of the bank where the amount is proposed to be invested/deposited or issue a cheque eligible for high value clearing so that the amount is credited to the account of NHAI on the same of maturity without any loss of interest.
  - c. The bank should not have a Capital Adequacy Ratio of less than 9 [With effect from 31/3/2002, Capital Adequacy shall not be less than 10 as per RBI's guidelines].
  - d. The Bank should not have been mentioned/categorised as a "weak bank" by RBI.
- [Note: for items ii(c) and ii(d) above, information shall be provided by HIO to all the PIUs from time to time].
- iii. The proposed amount of investment and the proposed period of investment may be determined in advance, either based on the cash flow statements or based on the pattern of expenditure [or likely expenditure] and the pattern of maturity of funds in future.
- ✓ iv. The rate may be invited in closed envelopes specifying the proposed amount of investment and the proposed period of investment.

b. N. S. J.

- ✓ v. The envelopes may be opened in the presence of at-least two officers [in the case of head office, GM (Finance) and Mgr (F)-I cum DDO and in the case of PIU, Project Director and the Mgr (F)/Sr.AO/AO cum DDO or the Accountant; where no Mgr (F)/Sr.AO/AO has been posted].
- ✓ vi. The investment decision may be taken based on the maximum rate of interest quoted / the maximum amount of investment sought for by the bank.
- ✓ vii. As far as possible, funds should be invested judiciously and idle funds should not be allowed to remain in the current account(s) unless proposal(s) is/are pending for payment
- ✓ viii. Pre-mature encashment of the deposits may be avoided unless proposal(s) is/are pending for payment.

This issues with the approval of Chairman.

  
[P. Pathak]  
Offg. GM [F&A]

To

All the PIUs  
Manager[F]I, HO