पूर्व तट रेलवे / EAST COAST RAILWAY

Office of the
Pr. Chief Commercial Manager
1st Floor, North Block, Rail Sadan
Bhubaneswar – 751017

Commercial Circular No. 287(GC)/Parcel/2025 **Date: 15.09.2025**

Sub: Amendment to Policy for 'Commercial Earning and NFR Contracts' awarded through e-Auctions- duration of Parcel leasing contracts & day-to-day leasing of SLRs-reg.

(Amendment No.05 to FM Circular No.11 of 2022)

Ref: (i)Railway Board's FM Circular No.13 of 2022 dtd.13.06.2022 (This office Commercial Circular No.205(GC)/ 2022 dtd.13.06.2022)
(ii) Railway Board's FM Circular No.23 of 2025 dtd.15.09.2025

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Enclosed please find herewith a copy of Railway Board's letter No. 2022/TC(FM)/10/04 dtd.15.09.2025 (Railway Board's FM Circular No.23 of 2025 dtd.15.09.2025) regarding **"Amendment to Policy for 'Commercial Earning and NFR Contracts' awarded through e-Auctions- duration of Parcel leasing contracts & day-to-day leasing of SLRs-reg."** which is self-explanatory for information and necessary action at your end.

All concerned to please note and act accordingly

Authority: Railway Board's letter No. 2022/TC(FM)/10/04 dtd.15.09.2025 (Railway Board's FM Circular No.23 of 2025 dtd.15.09.2025)

Encs:As above (05 Pages)

15.09.2025

(G.R.Nayak)
Asst.Commercial Manager(FS)
For Pr.Chief Commercial Manager

No.PCCM/429 /e-Auction(Leasing)/2022 Dt. 15.09.2025

Copy to:-

All SMs/Goods Supervisors/ Comml. Supervisors/Siding clerks/Booking Clerk in charges/Parcel Clerk/ weigh Bridge clerks/City Booking Agencies.

Copy for information and necessary action to the:-

PCOM: ECoR/SER/SECR/NR/NFR/ER/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KRly, **PCCM:** SER/SECR/NR/NFR/ER/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KRly.,
PFA,CFTM, SDGM,FA & CAO(T),Chairman/RCT, Dy CVO(T), DY CCO, Dy COM(FOIS), PO/RCT, Audit Officer/ECOR/BBS. Rates Section/CCM/ECoR/BBS, **DRM:** KUR, WAT& SBP/ECoR,
Sr DOM: KUR, WAT & SBP/ECoR, **SrDCM:** KUR,WAT&SBP/ECoR, Traffic Manager: Visakhapatnam Port trust (VZP), Paradeep Port Trust/PRDP.

15.09.2025

(G.R.Nayak)
Asst.Commercial Manager(FS)
For Pr.Chief Commercial Manager

FREIGHT MARKETING CIRCULAR No. 23 of 2025

भारत सरकार / GOVERNMENT OF INDIA
रेल मंत्रालय / MINISTRY OF RAILWAYS
(रेलवे बोर्ड / RAILWAY BOARD)

No. **2022/TC(FM)/10/04** New Delhi, dated 15.09.2025

The General Managers,
All Zonal Railways.

Managing Director/CRIS
Chanakyapuri, New Delhi.

(Amendment No. 05 to FM Circular No. 11 of 2022)

Sub: Amendment to Policy for 'Commercial Earning and NFR Contracts' awarded through e-Auctions – duration of Parcel leasing contracts & day-to-day leasing of SLRs – reg.

Ref: FM Circular 11/2022, issued vide letter of even no. dated 13.06.2022.

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'Policy' and 'Standard Conditions of Contract' for Commercial Earning and NFR contracts awarded through e-Auctions, were issued vide FM Circular No. 11 of 2022.

2. In this regard, suggestions have been received from Railways to increase duration of contracts for leasing of parcel space, and provision for day-to-day and temporary leasing of parcel space of SLRs.

3. The matter has been examined. The Competent Authority has approved following modifications in FM Circular No. 11 of 2022 (i.e. 'Policy' and 'Standard Conditions of Contract' for Commercial Earning and NFR Contracts awarded through e-Auction):

'Policy' for Commercial Earning and NFR Contracts awarded through e-Auction	
Existing policy provision	**Modified Provision**
Para 8.1 (i): Contracts for leasing of parcel space – **02 years.**	**Para 8.1 (i):** Contracts for leasing of parcel space – **03 (three) years.**
Para 8.2: Initially efforts should be made to enter into contract for full duration as prescribed in para 8.1 above. However, if the auction for the prescribed duration fails (on account of no bid or very low bids), the concerned Division/ Railway may also explore contracts for longer duration or seasonal contract (for minimum three months duration), on the basis of feedback from prospective bidders. Depending on local or lot-specific	**Para 8.2:** Initially efforts should be made to enter into contract for full duration as prescribed in para 8.1 above **(except for leasing of parcel space of SLRs)**. However, if the auction for the prescribed duration fails (on account of no bid or very low bids), the concerned Division/ Railway may also explore contracts for longer duration or seasonal contract (for minimum three months duration), on the basis of feedback from prospective bidders. Depending on local or lot-specific conditions also, contracts may be entered for duration less than or more than that prescribed in para 8.1 above.

15.09.2025

15/09/25

conditions also, contracts may be entered for duration less than or more than that prescribed in para 8.1 above. Change in the duration of contract shall be done with the approval of ADRM/ DRM for contracts to be finalized by the Division, and of the concerned HOD for contracts to be finalized by Zonal Headquarters office. However, Approval of ADRM/DRM/HOD will not be required if the reduction in duration of contract for a lot for leasing of parcel space is being done in accordance with para 4.4 ibid.	Change in the duration of contract shall be done with the approval of ADRM/DRM for contracts to be finalized by the Division, and of the concerned HOD for contracts to be finalized by Zonal Headquarters office. However, Approval of ADRM/DRM/HOD will not be required if the reduction in duration of contract for a lot for leasing of parcel space is being done in accordance with para 4.4 ibid. **New Sub-Para 8.2(a) inserted exclusively for day-to-day/ temporary leasing of parcel space of SLRs, as under:** The ACO shall interact with the prospective takers and trade, and based on the feedback and market response, may decide to go for leasing of parcel space of SLRs for short (i.e. day-to-day or temporary) or for the long duration as per para 8.1(i). In case, **it is decided for day-to-day/ temporary leasing of parcel space of SLRs**, the same may be allowed, subject to the following conditions: i. Prior approval of the Competent Authority i.e. DRM for contracts to be finalized by Division, and of the concerned HOD for contracts to be awarded by Zonal Headquarters office, shall be obtained. ii. The **minimum** period of such contracts shall be **10 (ten) days and maximum upto 90 (ninety) days** iii. After finalizing the day-to-day/temporary leasing of parcel space of SLRs, efforts shall be made for auction for long duration as per para 8.1(i), so that the asset idle time may be minimized. **New Sub-Para 8.2(b) inserted exclusively for long term leasing of parcel space of SLRs, as under:** In case, it is decided for **long term leasing of parcel space of SLRs as per Para 8.1(i) i.e. for a period of 03 years**, the same shall be done with the provisions of Para 14.4 and Para 19.

15.09.2025

FREIGHT MARKETING CIRCULAR No. 23 of 2025

--------	**New Sub-Para 14.4.1 inserted as under:** For parcel leasing contracts of SLRs under the ambit of Para 8.2(a), the bidder will have to sign the contract/ agreement within **01 (one) day** of closure of the auction. If the bidder fails to sign the contract within **01 (one) day** of receipt of the same, the Auction Conducting Officer may at his discretion cancel the allotment of the lot to the bidder and forfeit the Earnest Money deposited by the bidder against the lot.
--------	**New Sub-Para 19.1.1 inserted as under:** For parcel leasing contracts of SLRs under the ambit of Para 8.2(a), grace period of **01 (one) day** only shall be permitted for payment of lumpsum leased freight.
Para 21.1: Contract start date for each asset shall be declared in the Auction Catalogue, and shall also be specified in the Contract. Minimum Fifteen (15) days shall be given for start of the contract from the date of signing of Bid Sheet. The contractor shall be required to start the contract from the contract start date as mentioned in the contract.	**Para 21.1:** Contract start date for each asset shall be declared in the Auction Catalogue, and shall also be specified in the Contract. **Maximum** Fifteen (15) days shall be given for start of the contract from the date of signing of Bid Sheet. The contractor shall be required to start the contract from the contract start date as mentioned in the contract.
'Standard Conditions of Contract' for the Contracts awarded through e-Auction –	
--------	**New Sub-Para 8(a) inserted as under:** For contracts pertaining to day-to-day/ temporary leasing of parcel space of SLRs, the bidder will have to sign the contract/ agreement within **01 (one) day** of closure of the auction. If the bidder fails to sign the contract within **01 (one) day** of receipt of the same, the Auction Conducting Officer may at his discretion cancel the allotment of the lot to the bidder and forfeit the Earnest Money deposited by the bidder against the lot.
--------	**New Sub-Para 13.1.1 inserted as under:** For contracts pertaining to day-to-day/ temporary leasing of parcel space of SLRs, grace period of **01 (one) day** only shall be permitted for payment of lumpsum leased freight.

15.09.2025

15/9/25

FREIGHT MARKETING CIRCULAR No. 23 of 2025

4. These instructions shall come into force with immediate effect, and shall be made applicable to all future e-Auctions to be conducted.

5. ACO shall conduct meetings with prospective and existing stakeholders at regular intervals, not exceeding 06 (six) months.

6. This issues with the concurrence of Finance Directorate of Ministry of Railways.

7. CRIS is requested to ensure necessary modifications in the e-Auction module, so as to facilitate smooth implementation of the above mentioned instructions.

8. Receipt of this letter may please be acknowledged.

15.09.2025

(Ashutosh Mishra)
Director Freight Marketing
Railway Board

No. **2022/TC(FM)/10/04** New Delhi, dated 15.**09.2025**

Copy forwarded to:

1. The Deputy C&AG of India (Railways) Room No. 224, Rail Bhawan.
2. Principal Financial Advisors, All Indian Railways.
3. Director General of Audit, All Indian Railways.

15/09/25

For Member (Finance)/Railway Board

No. **2022/TC(FM)/10/04** New Delhi, dated 15.**09.2025**

Copy forwarded for information and necessary action to:

1. The Principal Chief Operations Managers, All Indian Railways.
2. The Principal Chief Commercial Managers, All Indian Railways.
3. The Chief Passenger Transportation Managers, All Indian Railways.
4. The Chief Commercial Managers (FM), All Indian Railways.
5. Director General, RDSO, Manak Nagar, Lucknow.
6. Director, Indian Railways Institute of Transport Management (IRITM), Lucknow.
7. Director General, National Academy of Indian Railways, Vadodara.
8. Managing Director/CCM, Konkan Railway Corporation, Navi Mumbai-400014.
9. Managing Director, DFCCIL, Pragati Maidan, New Delhi.

15.09.2025

(Ashutosh Mishra)
Director Freight Marketing
Railway Board

No. **2022/TC(FM)/10/04** New Delhi, dated 15.**09.2025**

Copy for kind information to:

1. Chairman & CEO, Member (O&BD), Member (Finance), Member (Infra.), Member (T&RS), DG(RPF), DG(Safety), and Secretary Railway Board, New Delhi.

FREIGHT MARKETING CIRCULAR No.23 of 2025

2. AM(Traffic), AM(C), PED/TT(M), PED(Vig), Adv (Infra), AM(M&BD), EDPM, EDTC(G)/NFR, EDTC(Rates), EDTT(M), EDTT(S), EDTT(F), ED(Coal), ED(Plg.), ED(CC), EDRS(RS), EDT(PPP), EDV(T), EDF(C), ED(BD), DTT(Coord).

3. EDPG/MR, OSD/MR, EDPG/MOSR(R), JDPG/MOSR(S), PSO/CRB & CEO, OSD/M (O&BD).

15.09.2025

(Ashutosh Mishra)
Director Freight Marketing
Railway Board