



पूर्व तट रेलवे/East Coast Railway

महाप्रबंधक का कार्यालय/General Manager's Office

रेल सदन, चन्द्रशेखरपुर, भुवनेश्वर/Rail Sadan, Chandrasekharpur, Bhubaneswar-751017

**Memorandum**

Sub: Modification of Item No. 3.1 & 3.2(A) of SOP on Stores Matters i.e. Part-D of Model SOP-2018 of E. Co. Railway.

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Sanction of General Manager is hereby communicated to modification of Item No. 3.1 i.e. composition of tender committee and accepting authority and Item No. 3.2 (A) i.e. Acceptance of tenders vide Para 341-S including drugs and surgical items of SOP on Stores Matters i.e. Part – D of Model SOP – 2018 of East Coast Railway. Accordingly, the said SOP may be read as enclosed herewith.

This issues with the concurrence of FA&CAO(WST)/ECoR/BBS.

Encl: As above in 2 pages.

*Des*  
31/12/18  
(ए. के. सिंह देव)

व.स.उ.महाप्रबंधक / Sr.ADGM

कृते महाप्रबंधक / For General Manager

**Dated 31.12.2018**

**No.ECoR/GA/MSOP-2018/Stores/2184**

Copy to Secretary to GM for kind information of the General Manager. Copy to PS to AGM for kind information of the Addl. General Manager.

Copy forwarded for kind information, necessary action and guidance to:-

All PHODs/CHODs/ECoR/BBS, Dy.GM/ECoR, FA&CAO(CON)/ECoR/BBS, FA&CAO(F&B), FA&CAO(WST), FA&CAO(G)/ECoR/ BBS, All DRMs, ADRMs, Sr.DFMs of E.Co.Rly., CWM, Sr. AFA/CRW/MCS, Pr. Director of Audits ECoR/BBS, CPRO, Dy.CVO, Dy. Secy(PG), Sr.RBA, Sr.LO/ECoR/BBS.

Copy to Sr. System Manager (IT)/ ECoR/BBS: He is requested to upload the same in the ECoR Website.

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## पूर्व तट रेलवे/East Coast Railway

Enclosure to Lr. No. ECoR/GA/MSOP-2018/Stores/2184 dated 31.12.2018

## 3. CONSIDERATION OF OFFERS

3.1 COMPOSITION OF TENDER COMMITTEE AND ACCEPTING AUTHORITY FOR RAILWAYS/PUs/OTHER FIELD UNITS (INCLUDING DRUGS AND SURGICAL ITEMS)  
(TRACK ITEMS ARE ITEMS DEFINED IN STORES CODE PARA 0702)

S.No.	TC Level with Revised Value Limit	Composition of Tender Committee	Accepting Authority	Remarks
(i)	TC of Sr. Scale Above Rs. 50 lakhs and up to Rs. 1 Crore	Two Member TC: 1. SMM/DMM (Convener) 2. Sr. Scale level of Accounts Deptt (to be specified as Sr. AFA for HQ, DFM for Divisions & WAO for workshops)	Respective Dy. CMM for HQ and Workshops; Sr DMM for Divisions and Sheds.	<i>Authority:</i> 1. 85/F(S)/I/PW/7/1 dt.12.7.90 2. F(X)/II-91/PW/3 dt. 13.12.91 3. 85/F(S)/I/PW-7/1 dt.19.11.97 4. 2001/F(S)/I/PW/7/2 dt 12.10.2001. 5. 2001/F(S)/I/PW/7/1 dt. 7.12.2007 6. 2007/RS(G)/779/1 dt.4.4.2008 7. 88/RS(G)/779/14Pt Dt: 27.02.2015 & 12.03.15. 8. 88/RS(G)/779/14Pt Dt: 06.01.2017 [Para 1.0 B (i) to (vi) & Para 2.0 S.No. 11]. 9. 2017/Trans/01/Policy dtd 18.10.2017 10. 2017/Trans/01/Policy/Stores dt. 29.12.17 11. 2017/Trans/01/Policy/Stores dt. 08.01.18
(ii)	TC of JAG Above Rs.1 Crore and up to Rs. 5 Crores.	1. Dy. CMM/Sr. DMM (Convener)*, 2. JAG/SG Officer from indenting# 3. /JAG/SG of Accounts Department (wherever JAG is not available SS officer may be nominated) *Dy. CE for Track Items # Dy. CMM for Track items	CMM^ for HQ CWM for workshops ADRM for Divisions	Note: 1. In case of only one SAG officer in any department (in Stores, Finance, User Department), a JAG level officer of respective department will be member of Tender Committee up to Rs.120 Crores. 2. Whenever DMM is not available, Sr. DMM will act as Convener and accepting authority will be ADRM concerned. 3. Depot /Divisional Officers have TC powers only for NS items.
(iii)	TC of SAG Above Rs. 5 Crores and up to Rs.200 Crores	1. CMM (Convener)*, 2. SAG of indenting# and 3. SAG of Accounts Department *CE for Track Items # CMM for Track items	PCMM^	* For Track items # 1. Officers of the same level from Civil Engg. Department shall act as Convener of the Tender Committee. 2. Officers of the Stores Department of the same level as Convener shall be the third member of the Tender Committee. 3. Sr. Scale TC will be a 3-member committee with SS officer from Civil Engg. Deptt. as Convener. SS officer from Accounts and SS officer from Stores.
(iv)	TC of PHOD/CHOD Above Rs.200 Crores and up to Rs.500 Crores	1. PCMM (Convener)*, 2. PHOD/CHOD of indenting# and 3. PHOD/CHOD of Accounts Department *PCE for Track Items # PCMM for Track items	AGM  In case AGM is not there, GM is the Accepting Authority	^ Officers of the same level from Civil Engineering Department will be the Accepting Authority.
(v)	TC of PHOD/CHOD Above Rs. 500 Crores	1. PCMM (Convener)*, 2. PHOD/CHOD of indenting# and 3. PHOD/CHOD of Accounts Department *PCE for Track Items #PCMM for Track items	GM	



## पूर्व तट रेलवे/East Coast Railway

Enclosure to Lr. No. ECoR/GA/MSOP-2018/Stores/2184 dated 31.12.2018

S.No.	Nature of Powers	PCMM	C.M.M.	Dy. CMM	S.M.M.	AMM	Other Officers	Remarks								
1	2	3	4	5	6	7	8	9								
3.2	(A) Acceptance of tenders vide Para 341-S (including drugs and surgical items) (refer Note- i to iv and xii below & 0117S)	Rs.200 Crs	Rs. 5 Crores	Direct Acceptance: Rs 50 lakh. On recommendation of SS TC: Rs.1 Crore	Rs. 10 lakhs	Rs. 5 lakhs	As per Item 6(B).  For drugs and surgical items only: Depot and Divisional Stores Officers: Rs 1 lakh per case.	<p>1. The powers delegated under this item are generally referred to as the purchase powers of the respective authorities.</p> <p>2. The item includes Turnkey Work involving supply of Stores &amp; performance of service on Turnkey basis.</p> <p><i>Authority:</i></p> <p>1. 85/F(S)/PW-7/1 dt.19.11.97 2. 87/RS(G)/779/26/Pt. dt. 21.2.97 3. 2001/F(S)/PW/7/2 dt 12.10.2001 4. 2007/F(S)/PW/7/2 dt 7.12.2007 5. 88/RS(G)/779/14Pt Dt: 27.02.2015 &amp; 12.03.15 6. 88/RS(G)/779/14Pt Dt: 06.01.2017 [Para 1.0 A&amp; B]. 7. 2017/Trans/01/Policy dtd 18.10.2017 8. 2017/Trans/01/Policy/Stores dt. 29.12.17</p> <p>* For Medicines &amp; Surgical items – based on the list of items from vetted AMI circulated by PCMD and authorized to MD/CMS of field units. No other medicine will be procured at Division/Depot level.</p> <p>1. All Direct purchase should be critically examined with the LARs of Open Tenders.</p> <p>2. There should not be any Spurt in the rates proposed to be accepted under direct purchase of stores.</p> <p>3. For all direct purchases, e- Tendering (IREPS) should be followed.</p> <p>4. For all Medical items, technical scrutiny should be done by Medical Department before acceptance.</p>								
NOTE:		<table border="1"> <thead> <tr> <th>Tender Cases</th> <th>Accepting Authority</th> </tr> </thead> <tbody> <tr> <td>Above Rs. 200 crores and up to Rs.500 Crs.</td> <td>AGM</td> </tr> <tr> <td>Above Rs.500 Crs.</td> <td>GM</td> </tr> <tr> <td colspan="2">Railway Board's Ltr. No. 2001/F(S)-I/PW-7/2 dated 12.10.2001; 88/RS(G)/779/14 Pt Dt: 27.02.2015 &amp; 12.03.15 &amp; 88/RS(G)/779/14Pt Dt: 06.01.2017 [Para 1.0 B]</td> </tr> </tbody> </table>							Tender Cases	Accepting Authority	Above Rs. 200 crores and up to Rs.500 Crs.	AGM	Above Rs.500 Crs.	GM	Railway Board's Ltr. No. 2001/F(S)-I/PW-7/2 dated 12.10.2001; 88/RS(G)/779/14 Pt Dt: 27.02.2015 & 12.03.15 & 88/RS(G)/779/14Pt Dt: 06.01.2017 [Para 1.0 B]	
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(Refer Note-xii below.)																

कृते महाप्रबंधक /For General Manager