No. 2017/Trans/01-1/Policy

New Delhi Dated: 28.11.2017

The General Manager,
All Zonal Railways.

Sub: Process Reforms – Simplifying Service Contract Administration and further empowering Sr. CDOs/CDOs.

Ref: Letter No.2017/Trans/01/Policy, New Delhi Dated 28.11.2017

Letter issued on date vide reference above stands partially modified as under:

In order to ensure speedy finalization of Service Contracts in line with the latest delegation of powers as issued vide letter No. 2017/Trans/01/Policy, dated 18.10.2017, proper upkeep and maintenance of Rolling Stock Maintenance Depots and to ensure 100% availability of amenity items in coaches, following process reforms have been approved by the Board (CRB).

(i) General Managers may please ensure availability of a Stores Officer at each Coaching Depot having a coach holding of more than 500 coaches. The Stores officer shall work under the administrative control of the Coaching Depot Officer (Sr CDO/CDO).

(ii) Sr CDO/CDO not having an attached Stores Officer, are authorized to exercise analogous powers equal to Stores Officers of equivalent rank to procure non-stock / stock (when out of stock) Passenger Amenity Items in emergency as per Item No 13 of RB letter No. 88/RS(G)/779/14 Pt. Dated 06.01.2017, pertaining to local purchase. This will also be applicable to other BO’s without attached Stores officers for Safety Items.

(iii) Passenger Amenity items” shall henceforth be known as “Passenger Necessity items” and procurement rules for “Safety Items” shall be applicable to these Passenger Necessity Items.

(iv) “One of the Divisions of each Zonal Railway” may be modified to “One Depot of each division” on Pilot basis in the SBD issued by EnHM Directorate vide No. 2016/EnHM/06/09 dated 23.08.2017.

(v) Constitution of Tender Committee, in case of Service Contracts, shall be as under:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Level of officers</th>
<th>Constitution of tender committee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>As for Works Contract at present</td>
<td>For Service Contract</td>
</tr>
<tr>
<td></td>
<td>Existing Limit</td>
<td>Acceptance by</td>
</tr>
<tr>
<td>1</td>
<td>JAG</td>
<td>Rs 4 Cr.- 20 Cr</td>
</tr>
<tr>
<td>2</td>
<td>SAG</td>
<td>Rs 20 Cr-100 Cr</td>
</tr>
<tr>
<td>3</td>
<td>PHOD/CHOD</td>
<td>Above Rs 100 Cr</td>
</tr>
</tbody>
</table>
Zonal Railways may consider creation of a separate Zone for Coaching Depots, Wagon Maintenance Depots, MEMU/DEMU Car sheds and Diesel Loco & Electric Loco Sheds (and not the outstation pits) irrespective of their holding.

This issues with the concurrence of Associate Finance of the Transformation Cell of the Railway Board.

(A.K. Chandra)
Executive Director/Mech
Transformation Cell
Tel No. (M) 9717646228

No. 2017/Trans/01/Policy
1. PFAs, All Indian railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Director of Audit, all Indian railways

New Delhi Dated: 28.11.2017

(Sanjeeb Kumar)
Executive Director Accounts,
Transformation Cell

Copy – As per list enclosed

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1. The ADAI (Railways), New Delhi
2. The Director of Audit, All Indian Railways
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4. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
5. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
6. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
7. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
8. The Director, Indian Railway Institute of Transport Management, Lucknow.
9. The Registrar, Railway Claims Tribunal, Delhi.
10. The General Secretary, IRCA, New Delhi.
12. The Secretary, Railway Rates Tribunal, Chennai.

Copy to:
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2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

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2. CRB, FC, ME, MTR, MRS, MS, MT, SECY, DG (RHS), DG (RPF), DG (Stores), DG(Pers), DG(S&T)
3. All AMs, Principal Executive Director & Executive Directors of Railway Board

(A.K.Chandra)
Executive Director (Mech)
Transformation Cell