The Controller of Stores  
All Indian Railways &  
Production Units

Subject: Management of safety items.

Ref:  

1. Audit has made a performance review of distribution and utilization of safety items in Indian Railways. Audit has made the following observations:  
   (i) In general, there has not been any review of buffer stock in 13 Zonal Railways. You are thus requested to refer to Railway Board’s letter dated 8.3.2002 wherein the need to decide buffer stock for different items has been brought out.

   You may ensure that the review of buffer stock takes place for all items in line with the guidelines in above referred Board’s letter.

   (ii) Audit has observed that there is wide variation in lead time of procurement ranging from one month to 21 months in Zonal Railways and from one month to 7 months in Production Units (for year 2013-14).  

   Attention is drawn to Railway Board’s letter referred at S.No. 2 and S.No. 3 above wherein need for timely settlement of tenders have been emphasized. As you are aware that normal time for settlement of advertised tenders is 60 days (TC cases) and of limited tenders is 30 days (DA cases).

   Inspite of this, the variation as brought in audit observations is indicative of non-observance of this time-line in number of tender cases.

   You are requested to ensure that time line of 60 days/30 days are adhered to in settlement of tenders.

(Santosh Mittal)  
Dy. Director Railway Stores (G)  
Railway Board