No. 2017/RS(M)/Paperless Working

Date: 30.11.2018

The General Manager, All Indian Railways/PU, NF(C), CORE
The DG/RDSO/Lucknow & NAIIR/Vadodara
CAOs, DMW/Patiala, WPO/Patna, COFMOW/N.Delhi, IROAF/N. Delhi, RWP/Patna
MD/CRIS, CMD/MDs, All Railway PSUs

Sub. : Closure of manual option of tender finalisation

Ref. : i) Railway Board’s letters of even No. dated 25.04.2017 and 20.06.2017
       ii) Discussions during 82nd PCMMs’ Conference on “Progress on Paperless
tender finalization in HQ and Field Units”

Indian Railways has targeted complete digitization of its supply chain. Paperless
finalization of tenders on IREPS is an important link in the process. Railway Board has
repeatedly emphasized the importance of implementation of 100% paperless finalization of
tenders in various Review Meetings/Conferences and through various letters to Railways/PU
In the 82nd PCMMs’ Conference held on 16th and 17th November, 2018, the prospect of closure of
manual option for acceptance of tender cases was also discussed.

It has now been decided that for all Stores tender cases (both DA and TC), other than
Global Tenders, acceptance will only be done online on IREPS w.e.f. 01.12.2018 in both HQ and
field units. Any manual acceptance (other than Global tender cases) will require personal
approval of the concerned PHOD/CHOD.

CRIS is advised to suitably modify the module of IREPS so that only Departmental
Administrator of HQ office is permitted to allow manual acceptance after personal approval of
PHOD/CHOD.

This is issued with the approval of DG(RS), Railway Board.


(Vinod Kumar)
Director Railway Stores (M)

Copy to:

1. PFAs, PCMMs, PCEs, PCMEs, PCIEEs, PCSTEs, PCOMs, PCCMs, PCPOs, PCMDs, CSC/RPF, All
   Indian Railways
2. The ADAI(Railways), New Delhi
3. The Directors of Audit, All Indian Railways
4. The Directors-
   a. Indian Railway Institute of Sig. Engg. & Telecom, Secunderabad
   b. Indian Railway Institute of Mech. & Elec. Engg., Jamalpur
   c. Indian Railway Institute of Elect. Engg., Nasik
d. Sr. Prof. (Material Management), NAIR, Vadodara  
e.Indian Railway Institute of Civil Engg., Pune  
f. Indian Railway Institute of Traffic Management, Lucknow  
5. Executive Director (Stores), RDSO, Lucknow  
6. Chief Commissioner, Railway Safety, Lucknow  
7. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan  
8. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D 
  Rail Bhavan  

Copy to: Sr. PPSs / PPS / PS to:  

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