RAIL COACH FACTORY, KAPURTHALA

OFFICE OF THE
GENERAL MANAGER.

No : G-106-12 Date: As Signed

All PHODs/CHODs/HODs
RCF, Kapurthala.

Sub : Amendment Slip No. 4 to Model Schedule of Powers-2018 (For RCF only).

Ref : Amendment Slip No. 2 issued vide letter of even no., dated 24.10.2024.

Following modifications to Para No. 3.1 & 3.2 of Part-D of Model SOP 2018 (Stores Matters) related to composition of Tender Committee in Store purchase is issued with approval of GM/RCF :

SN.	Model SOP Para	Previous Amendment	Modification done
1.	Para No. 3.1 & 3.2 of Part-D of Model SOP 2018 (Stores Matters).	Amendment Slip No. 2 dated 24.10.2024.	**TC Value limit revised.**

Latest Amendment Slip (Amendment Slip No. 4) with above modifications is attached herewith. This is circulated for kind information to all concerned.

Enclosure : As above (02 Pages)

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Local Amendment Slip No. 4 dated 04.09.2025 to Para 3.1 and 3.2(A) of Part-D of Model SOP 2018

(For RCF Only)

3. CONSIDERATION OF OFFERS.

3.1 COMPOSITION OF TENDER COMMITTEE AND ACCEPTING AUTHORITY FOR RAILWAYS/PUs/OTHER FIELD UNITS (INCLUDING DRUGS AND SURGICAL ITEMS).

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. Sr. Scale of Store Department (Convener). 2. Sr. Scale level of Accounts Department.	Dy. CMM	***Note:*** 1. <u>For Sr. Scale TC:</u> i. In case of non-availability of officer of requisite level or the available officer cannot be delegated sensitive work of procurement, one or more members of one level lower than that indicated may be allowed as TC member. General Manager cannot delegate further this authority. ii. In case of change in composition of TC Members, as provided for above, the level of TAA shall not change. iii. Every effort should be made to post Sr. Scale officer to ensure minimum TCs at the level of Jr. Scale officers. iv. TC having Jr. Scale officer would cease to exist whenever eligible Sr. Scale officer reports for duty in the concerned organization. 2. In case of only one officer of the level SAG & above is available in any of the department i.e. Stores, Finance & Indenting Department, a JAG/SG level officer of respective department may be member of Tender Committee up to Rs. 120 Crores, with the approval of GM. 3. The above are however upper limits for constitution of TC and power of acceptance of Tenders. GMs are free to delegate lower limits for the same keeping local requirements in view and in consultation with PCMM & PFA. 4. In case an item is indented by multiple departments, GM may, in consultation with PCMM & PFA, decide to nominate the 3rd TC member from one of the indenting departments. 5. Depot/Divisional Officers have TC powers only for NS items. 6. The Engineering material procurement hitherto being done by Engineering Department shall be done henceforth by Store Department {Ref: Railway Board letter No. 2022/RS/(G)/779/12 (3400699) dated 30/08/2022}. The delegation indicated above reflects the changes thereof in comparison of previous letter on delegation of powers dt. 06/01/2017. ***Authority*:** 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/I 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. t: 06.01.2017 [Para 1.0 B (i) to (vi) & Para 2.0 S.No. 11]. 9. 2017/Trans/01/Policy dt. 18.10.2017 10. 2017/Trans/01/Policy/Stores dt. 29.12.17 11. 2017/Trans/01/Policy/Stores dt. 08.01.18 12. 2024/RS(G)/779/8/ dt. 22.11.24 ANUJ KUMAR Digitally signed by ANUJ KUMAR Date: 2025.09.04 10:09:06 +05'30'
(ii)	TC of JAG/SG **Above Rs. 1 Crore and up to Rs. 5 Crores.**	1. Dy. CMM (Convener), 2. JAG/SG Officer of indenting Department, and 3. JAG/SG of Accounts Department.	SAG level officer of Store Department.	
(iii)	TC of SAG **Above Rs. 5 Crores and up to Rs. 200 Crores.**	1. CMM (Convener), 2. SAG of indenting Department, and 3. SAG of Accounts Department.	PCMM	
(iv)	TC of PHOD/CHOD **Above Rs. 200 Crores and up to Rs. 500 Crores.**	1. PCMM (Convener), 2. PHOD/CHOD of indenting Department, and 3. PHOD/CHOD of Accounts Department.	AGM In case AGM is not there, GM will be the TAA.	
(v)	TC of PHOD/CHOD **Above Rs. 500 Crores.**	1. PCMM (Convener), 2. PHOD/CHOD of indenting, and 3. PHOD/CHOD of Accounts Department.	GM	

S. No.	Nature of Powers	PCMM	CMM	Dy. CMM	SMM	AMM	Other Officers	Remarks
3.2	(A) Acceptance of Tenders vide Para 341-S (including drugs and surgicalitems) (refer Note- i to iv and xii below & 0117S).	Rs. 200 Crs.	Rs. 5 Crores.	Direct Acceptance: Rs. 50 lakhs. On recommendations of SS TC: Rs.1 Cr.	Rs. 10 lakhs.	Rs. 5 lakhs.	As per Item 6 (B) <u>For drugs and surgical items only:</u> Depot Stores Officers: Rs. 1 Lakh per case.	1. The powers delegated under this item are generally referred to as the purchase powers of the respective authorities. 2. The item includes Turnkey Work involving supply of Stores & performance of service on Turnkey basis. ***Authority*:** 1. 85/F(S)I/PW-7/1 dt.19.11.97 2. 87/RS(G)/779/26/Pt. dt. 21.2.97 3. 2001/F(S)/I/PW/7/2 dt 12.10.2001 4. 2007/F(S)/I/PW/7/2 dt 7.12.2007 5. 88/RS(G)/779/14Pt dt: 27.02.2015 & 12.03.15 6. 88/RS(G)/779/14Pt dt: 06.01.2017 [Para 1.0 A & B]. 7. 2017/Trans/01/Policy dt 18.10.2017 8. 2017/Trans/01/Policy/Stores dt. 29.12.17 * For Medicines & 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. 1. All Direct purchase should be critically examined with the LARs of Open Tenders. 2. There should not be any Spurt in the rates proposed to be accepted under direct purchase of stores. 3. For all direct purchases, e-Tendering (IREPS) should be followed. 4. For all Medical items, technical scrutiny should be done by Medical Department before acceptance.

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