

Catering Matters

Item No.	Particulars of items	Authority	Extent of Powers delegated to				Extent of Powers delegated to			
			Headquarters Office				Divisional Office			
			CCM	CCM/C&PS	Dy.CCM	SCM/ACM	DRM	ADRM	Sr.DCM/Dy CTM	DCM/ACM
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11
1	To fix tariff of articles and Menu & Recipe of all items including a-la-carte items for static and mobile units (trains) other than Rajdhani, Shatabdi, Duronto Exp. train and items sold through catering establishment in station premises other than standardized meals, tea & coffee.	Rly Bd. Letter No. 2010 /TG-III/631/1 dt. 19/09/11 .	Full Power	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<p>Note: (1) The menu & tariff of A-la-Carte items has been finalized by a committee of 4 CCM/CATG. and has been implemented in NCR with the approval of CCM'S order dt. 21.03.12, File no. C-64/Catg. Tariff/NCR/HQ</p> <p>(2) To fix the menu & tariff of any new item or any revision in the food cost percentage the proposal will be examined by a committee of SAG officers of commercial and accounts dept. and will be approved by CCM.</p>										
2.	Disposal of Empty drums tins, gunny bags, condemned and deteriorated stock including damaged & broken cutlery, crockery and dead stock items which are unserviceable through stores dept..	Commercial manual pt. II,para 2866.	Full Power	Full Power	Full Power	Full Power	Full Power	Full Power	Full Power	Full Power
3.	Printing of tariff, Menu cards, Brochures, Folders. <i>Note: Printing work may be off loaded in the trade on limited tender basis upto Rs. 5000/- per order . Accounts concurrence to be obtained if the cost exceeds Rs. 2000/-.</i>	CPRO SOP's item no.3.	Upto Rs. 10,000/- per occasion Subject to Rs. 50,000 per annum	Upto Rs. 5,000/- per occasion <u>Subject to Rs. 40,000/- per annum</u>	Upto Rs. 2,000/- per occasion Subject to Rs. 20,000/- per annum	Up to Rs1000/- on each occasion Subject to Rs.10000/- per annum,Sr scale only.	Upto Rs. 5,000/- per occasion <u>Subject to Rs. 40,000 per annum</u>	Upto Rs. 5,000/- per occasion <u>Subject to Rs. 40,000 per annum</u>	Upto Rs. 2,000/- per occasion Subject to Rs. 20,000/- per annum	Nil
<p><u>Note:</u> AGM- Full powers, Expenditure beyond Rs. 10,000/- will require AGM's sanction.</p>										

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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	
4.	Sale or transfer of stores to other Railways.	Store Code Paragraphs 2327-S to 2331-S	Full Power	Full Power	Nil	Nil	Nil	Nil	Nil	Nil	Nil
5.	Taking over catering units from any other organization or other Railway..	Para 3 of Catering policy, 2010	Upto Rs.10 lakh for each complete catering unit or group of units proposed to be taken over for departmental work, subject to finance concurrence & the administrative approval of the Board .	Upto Rs.5 lakh for each complete catering unit or group of units proposed to be taken over for departmental work, subject to finance concurrence & the administrative approval of the Board.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
6	a) Approval of quantity/ sanction of estimate for catering consumables	Stores matter SOP Para 40	Full Power	Up to Rs. 3 lakh per case	Up to Rs. 1 lakh per case	Nil	Up to Rs. 3 lakh per case	Up to Rs.2 lakh per case	Up to Rs.1 lakh per case	Nil	Nil
	b) Local purchase of perishable articles or articles required for immediate consumption on cash payment basis	Commercial manual pt. II,para 2843	Full powers upto Rs. 1 lakh per case	Up to Rs. 40,000/- per case.	Up to Rs. 10,000/- per case .	Up to Rs. 5,000/- per case.	Up to Rs. 30,000/- per case.	Up to Rs. 15,000/- per case.	Up to Rs. 10,000/- per case.	Nil	Nil
	(c)Emergency purchase of catering consumable items in the event of failure of contracts, non-finalization of tenders, no response to tenders open/limited and non existence of contract.	Commercial manual pt. II,para 2840	Full powers.	Up to Rs.3 lakh per case	Up to Rs 1 lakh per case	Nil	Up to Rs.3 Lakh per case	Up to Rs.2 lakh per case	Up to Rs 1 lakh per case	Nil	Nil

NOTE for 6 { c):-The nature of urgency should be recorded in each case.										
(i) Finance concurrence is necessary.										
(ii) Above Rs. 300000/- CCM's sanction is required.										
(iii) Purchase will be made by calling quotations.										
(iv) OPC framed for item No. 23 will be applicable for purchases made under item No. 6(b) & 6(c).										
7	(A) For purchase of Catering consumables /perishable items, Invitation/Acceptance of open tenders									
	i) Advertised tenders	Comml.Manual Vol-II para2839 to2840	Full powers	Up to Rs.1 Cr. per case	Up to Rs. 30 lakh per case	Up to Rs.5 lakh per case to Sr. Scale	Up to Rs. 1 Cr per case	Up to Rs. 50 lakh per case	Up to Rs. 30 lakh per case	Up to Rs. 5 lakh per case to Sr. Scale
	ii) Limited tenders		Up to Rs. 15 lakh per case	Up to Rs. 10lakh per case	Up to Rs. 5 lakh per case	Up to Rs. 02 lakh per case to Sr. Scale	Up to Rs. 10 lakh per case	Up to Rs. 07 lakh per case	Up to Rs. 05 lakh per case	Up to Rs.02 lakh per case to Sr. Scale
	iii) Single tenders (On PAC basis)		Full powers	Up to Rs. 10 lakh per case	Nil	Nil	Up to Rs. 10 lakh per case	Nil	Nil	Nil
Composition of Tender Committee –Annexure-A										
Note: (1) Finance concurrence will be required for item no. 7 (iii).										
Note: (2) Limited tender may be invited only from within the list of approved suppliers with the following provisions.										
(a) Limited tender enquiry should preferably be issued to a minimum of three firms and the last successful supplier should invariably be included. (Approved list)										
(b) Notwithstanding the provisions above, competent authority may invite open tenders in the following circumstances.										
<ul style="list-style-type: none"> • In the event of insufficient response to tenders from the suppliers borne on the approved list. • When ring information is suspected. 										
(c) The total value of tenders will be the the deciding factor for the accepting authority to exercise his powers and not the value of each article if more than one such article is included in the tender.										
Note: (3) For 7 (A) (iii), Proprietary article certificate will be signed by the authorities as per para 7.1 of store SOP-Purchase.										
	B) Direct purchase of catering tools, plants and other equipments in emergent cases normally indented through COS	Commercial manual pt. II,para 2837 (d)	Full Powers Upto Rs. 10,000/- for each item within ceiling limit of Rs. 1 lakh p.a.	Full powers upto Rs. 10,000/- per item with a ceiling limit of Rs. 1 lakh p.a.	Full powers upto Rs. 3,000/- per item with a ceiling limit of Rs. 1 lakh p.a.	Nil	Full powers upto Rs. 10,000/- per item with a ceiling of Rs. 1 lakh p.a..	Full powers upto Rs. 10000/- per item with a ceiling limit of Rs. 1 lakh p.a.	Full powers upto Rs. 2,500/- per item with a ceiling limit of Rs. 50,000/- p.a.	Nil
NOTE: (i) Finance concurrence, purchase committee not necessary										
(ii) Mode of purchase to be decided by competent authority.										
(iii) Subject to the condition that requisite funds should be available for the same and a certificate is given by COS that the purchase finalization by stores shall take more time than in which CCM can arrange.										

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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.
8.	Purchase of crockery, cutlery, linen, napery/glassware, cooking and servicing articles and other petty items in urgent cases on quotation basis.	Store SOP Item No. 13	Full power subject to finance concurrence in case of purchases above Rs. 5000/- Annual ceiling limit will be Rs. 20,000/-	Upto Rs. 5000/- per case without finance concurrence Annual ceiling limit will be Rs. 10,000/-	Nil	Nil	Upto Rs. 5000/- per case without finance concurrence Annual ceiling limit will be Rs. 10,000/-	Upto Rs.3000/- per case without finance concurrence Annual ceiling limit will be Rs. 8,000/-	Upto Rs. 2000/- per case without finance concurrence Annual ceiling limit will be Rs. 5,000/-	Nil
9.	Signing of contract / Agreement.	Item no. 11 of stores SOP	Full Powers to JAG and above, Sr. Scale up to Rs. 30 Lakh.							
10.	Imposition or waiver of penalties in terms of contract and as per agreement executed with the contractors.	As per SBD provided based on catering policy, 2010	Full power	Upto Rs.50,000/- per case.	Upto Rs.10,000/- per case.	Upto Rs.1,000/- per case	Upto Rs.50,000/- per case.	NIL	Upto Rs.10,000/- per case.	Upto Rs.1,000/- per case.
<p>Remark: In case of contracts related with Train Side Vending and Mobile Catering Units, the powers will be executed only at Zonal HQ level.</p> <p>NOTE:-</p> <p>(A) Penalty can be imposed only after the approval of contract approving Authority.</p> <p>(B) Penalty will be imposed after following due procedure laid down in the Agreement/SBD.</p> <p>(C) Before taking the decision to impose penalty for deficiency in parameter, licensee will be suitably counseled. In case the deficiencies persist and Railway determines that despite repeated counseling the licensee does not take adequate steps to improve, a written warning shall be issued to the licensee. However, after repeated warnings, if the performance of licensee does not improve, the licensee shall be imposed with a penalty.</p> <p>(D) The review/waiver of penalty once imposed would be done by next higher authority.</p>										
11.	(A) Write off of short collections and short remittance if they are irrecoverable	Misc. SOP Item No. 30 to be followed								
<p>Note:</p> <ol style="list-style-type: none"> Short collection or remittance should as a rule be made good within 24 hours. Prior finance concurrence is necessary. A list of such items should be sent to concern Accounts Officer, every month indicating as to why each item is irrecoverable. 										

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1.	2.	3.	4.	5.	6.	7.	8.	9.	10	11.
	(B) To write off losses of cooked food including packed food items which has become unfit for human consumption	Comml. Manual Vol -II para 2853 & Item 30 of Misc.SOP	upto Rs.50,000/- per case overall limit of Rs.5 lakh per annum	Upto Rs.25000/- per case overall limit of Rs. 3 Lakh per annum	Upto Rs. 10,000/- per case overall limit of Rs. 1 Lakh per annum	Sr. Scale upto Rs. 2000/- per case with overall limit of Rs. 50000/- per annum	Upto Rs. 25,000/- per case overall limit Rs. 2 lakh per annum	Upto Rs. 15,000/- per case overall limit Rs. 1.5 lakh per annum	Rs.10000/- per case overall limit of Rs. 1 lakh Per annum	Sr. Scale upto Rs. 2000/- per case with overall limit of Rs. 50000/- per annum
Note:-1. -To keep a close watch on the expenditure so that it may not cross the ceiling proposed above, a register should be maintained and updated to keep the record of expenditure. 2-AGM's sanction will require beyond the prescribed limit.										
	(C) Write off of utensils and stores/equipments rendered useless.	Item 30 of Mise.SOP	Full powers Rs. 50,000/- per case subject to annual ceiling limit of Rs. 2 lakh	Full powers Rs. 50,000/- per case subject to annual ceiling of Rs. 1.50 Lakh.	Full powers Rs. 10,000/- per case subject to annual ceiling of Rs. 50,000/-	Nil	Full powers Rs. 20,000/- per case subject to annual ceiling of Rs. 1 Lakh.	Full powers Rs. 20,000/- per case subject to annual ceiling of Rs. 1 Lakh.	Full powers Rs. 10,000/- per case subject to annual ceiling of Rs. 50,000/-	Nil
NOTE: 1. The book value of the item should be adopted for write off. 2. Prior finance concurrence for write off of material is necessary.										
12.	<u>(a) Repairs of utensils, equipments, machinery including tinning, etc. and other assets including spare parts.</u>	As per para1026 F-1	Up to Rs. 2 lakh in each case subject to availability of funds with finance concurrence	Up to Rs. 1 lakh in each case subject to availability of funds with finance concurrence	Up to Rs. 50 thousand in each case subject to availability of funds with finance concurrence	Nil	Up to Rs. 1 lakh in each case subject to availability of funds with finance concurrence	Up to Rs. 50 thousand in each case subject to availability of funds with finance concurrence	Up to Rs. 25 thousand in each case subject to availability of funds with finance concurrence	Nil
	(b) Annual maintenance contract of catering equipments (subject to availability of funds) with finance concurrence.	As per Engg. Code para 1214A(2)	Up to Rs 1 lakh subject to a maximum ceiling limit of Rs 20 lakh	Nil	Nil	Nil	Up to Rs 1 lakh subject to a maximum ceiling limit of Rs 20 lakh	Nil	Nil	Nil
Note:- 13 (b) (i) To keep a close watch on the expenditure so that it may not cross the ceiling proposed above, a register should be maintained and updated to keep the record of expenditure.(ii)AMC on single tender basis may be awarded to OEM for PAC item & in other cases normal tender/quotation system may be followed.										
13.	To authorize catering Inspectors/Unit managers to utilize catering earning for daily purchase of perishables and to defray day to day expenses.	Comml. Manual VoL-II para 2845(a)	Full Power	Full Power	Nil	Nil	Full Power	Nil	Full Power	Nil

<p>Note : (1)Max. limit will be prescribed by competent authority. (2) The utilization of catering earnings of the unit should be resorted to in very rare cases if the imprest is found to be insufficient at a certain unit arrangements should be made to enhance the imprest as early as possible to avoid drawing from sale proceeds. (3) Procedure prescribed in para 2845 & 2846 of IRCM of Vol.2 (1991) should be followed.</p>										
14.	Purchase and Stitching of uniforms for bearers/waiters involved in VIP duties.	Indian Rly.dress regulation rule 2004 & Comml.ManualVol -II Para 2841(c)	Full powers to PHOD with finance concurrence	NIL	NIL	Nil	Upto Rs 15,000/- each case with finance concurrence and annual ceiling limit of Rs 30,000/-.	NIL	NIL	Nil
<p>Note:(a) Finance concurrence in required for expenditure above Rs.10,000/- (b) To keep a close watch on the expenditure so that it may not cross the ceiling proposed above, a register should be maintained and updated to keep the record of expenditure.</p>										

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1.	2.	3.	4.	5.	6.	7.	8.	9.	10	11.
15 (a)	Purchase of branded items for re-sale on quotation basis for short listed brands of biscuits, confectionery, potato chips, cakes and aerated drinks, mineral water, etc. where short listing has been done by HQrs. (with finance concurrence)	Para 2839 & 2840 of Commercial manual pt. II	Up to 2 crores per annum	Upto Rs. 25 Lakh per case upto Rs. 1 crores per annum	Upto Rs. 5 Lakh per case up to Rs. Rs.20 lakh per annum	Nil	Up to Rs. 25 Lakh per case upto Rs. 1 crores per annum	Up to Rs. 10 Lakh per case upto Rs. Rs.50 lakh per annum	Up to Rs. 5 Lakh per case up to Rs. Rs.20 lakh per annum	Nil
<p>Note: To keep a close watch on the expenditure so that it may not cross the ceiling proposed above, a register should be maintained and updated to keep the record of expenditure.</p>										
15 (b)	Approval of terms & conditions & procedure for short listing of PAD items	Comml. Mnuual Vol-II Para 2841	Full Power	Nil	Nil	Nil	Nil	NIL	Nil	Nil
15 (c)	Proprietary articles (PAD) (Purchase on rate contract basis for a period of one year with further renewal of contract up to 01 years)	Comml. Manual Vol-II Para 2841(c)	Powers upto Rs. 1 Cr. Per case for purchase of six months requirement	Powers upto Rs. 50 lakhs Per case for purchase of six months requirement .	NIL	NIL	Powers upto Rs. 50 lakhs Per case for purchase of six months requirement .	Powers upto Rs. 30 lakhs Per case for purchase of six months requirement.	NIL	NIL
<p>Note: 15(c) Further extension of such cases will not be allowed beyond three months.</p>										

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			CCM	CCM/C&PS	Dy.CCM	SCM/ACM	DRM	ADM	Sr.DCM/Dy CTM	DCM/ACM
			4.	5.	6.	7.	8.	9.	10	11.

16.	(a) Extension of contracts for consumables awarded through Open/Single/Limited Tender upto the period of 3 months	Comml. Manual Vol-II Para 2839 & 2840	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	Full powers up to the limit of award of respective contracts.	
	(b) Beyond 3 months upto 6 month	Comml. Manual Vol-II Para 2839 & 2840	See note below								
	(c) Beyond 6 months up to 1 year	Comml. Manual Vol-II Para 2839 & 2840	See note below								
	Note - 1. Extension beyond 3 months and up to 6 months with the approval of next higher authority. 2. Extension beyond 6 months will require AGM's sanction subject to finance concurrence.										
17.	Refund of security deposit as per agreement executed with the contractor	Para 17 (ii) (a) of SOP on works matters	Full power to JAG and above in respect of contract agreement signed by them.								
	Note for Item No. 17 Subject to condition that no claim certificate from the concerned party should be obtained										
18.	Refund of cost of tenders forms sold to renderers, before opening of the tender , if tender notice is subsequently withdrawn	Rly. Bd letter No. 97/RS(G)/779/8 dt. 04.8.1997	Full power to tender inviting authority.								

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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.
19.	(A) Fixation of license fee/ Reserve price for Pantry car and Train Side Vending	Rly Bd's letter no. 2010/TG-III/645/12 dt.29.6.12 &	Full Power	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	(B) To award, renew and terminate and fixation of license fee for (a) RRM, ,Cell Kitchen,Jan Ahar, AVM, Milk Stall, Tea/Food stall ,Book Stall, Miscellaneous etc.as per Railway Board Catering , Bookstall, Chemist, Milk stall and Miscellaneous Policy	Catering policy, 2010 & para 2801, 2802 of commercial manual pt. II	Full Power	Nil	Nil	Nil	Full Power	Nil	Nil	Nil
20.	<p>i) Powers to grant consultancy contracts for quality checks, quality assurance programmers including ISO-22000 HACCP and relevant international standards are major contract.</p> <p>ii) Payment to consultants for special contracts.</p> <p>iv) Service contract for mobile catering services through out sourcing.</p> <p>iii) Award of long term contracts for base kitchens including award of consultancy for design of base kitchen. And engagement of reputed professionals for creating state-of -the-art BK confirming to ISO-22000</p> <p>iv) Engagement of trained personnel from reputed institutes of Hotel Management, Catering Institute and Food Craft Institute etc. for upgrading and modernizing the departmental catering services.</p>	Para 12 (d) of SOP on works matter	Full power up to Rs. 5 Lakh per case subject to Rs. 10 Lakh per annum	Nil	Nil	Nil	Full power upto Rs. 50000/- per case subject to Rs. 1 Lakh p.a.	Nil	Nil	Nil
Note: License fee have to be fixed and reviewed periodically as per extant order of the Board on the subject in consultation with associate finance										

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			4.	5.	6.	7.	8.	9.	10	11.												
21.	<p>Purchase and resale of NON PAD items including local specialties in emergency in the event of failure of contract, non finalization of tender or no response to tender. .</p> <p>Note: The purchase and resale of items will be based on DRM's recommendation & at HQ level on the recommendation of SAG officers of Accounts & Commercial depts.</p>	Comml. Manual Vol-II Para 2839 (a) & order's of GM at PP 26 on file no. C-65/Catg/HQ/SOP	Full Power	Full Power	Nil	Nil	Full Power	Full power	Upto 50 Thousands per occasions	<p>(i) Sr.Scale upto Rs. 30 Thousands per occasins</p> <p>(ii) Jr. Scale up to Rs 20 Thousands per occasions</p>												
<p>Note:- (i) Purchase of item No. 23 will be held by OPC framed for NCR, committee will be as under:</p> <table border="1"> <thead> <tr> <th>Member of Committee</th> <th>Value</th> <th>Accepting authority</th> </tr> </thead> <tbody> <tr> <td>ACM/ADFM/ADMO</td> <td>Upto Rs. 20 Thousands</td> <td>DCM</td> </tr> <tr> <td>DCM/DFM/DMO</td> <td>Upto Rs. 30 Thousands</td> <td>Sr.DCM</td> </tr> <tr> <td>Sr.DCM/Sr.DFM/SrDMO</td> <td>Upto Rs. 50 Thousands</td> <td>ADRM</td> </tr> </tbody> </table> <p>(ii) The sale price will be recommended by the same purchase committee. The sale price will include all taxes , staff cost, profit margin etc. (iii) The payment of the bill may be made from the sale proceeds. (iv) Procedure of OPC will be followed for emergency purchase .</p>											Member of Committee	Value	Accepting authority	ACM/ADFM/ADMO	Upto Rs. 20 Thousands	DCM	DCM/DFM/DMO	Upto Rs. 30 Thousands	Sr.DCM	Sr.DCM/Sr.DFM/SrDMO	Upto Rs. 50 Thousands	ADRM
Member of Committee	Value	Accepting authority																				
ACM/ADFM/ADMO	Upto Rs. 20 Thousands	DCM																				
DCM/DFM/DMO	Upto Rs. 30 Thousands	Sr.DCM																				
Sr.DCM/Sr.DFM/SrDMO	Upto Rs. 50 Thousands	ADRM																				
22.	<u>Sale price of Fruits</u>	CIC/SM will make a market survey to fix sale price of fruits for 7 days. Market sale price will be considered for sale at station.																				

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23.	Packing materials for 'take away' food (for catering Services)	Rly.Bd letter No. 2010/TG-III/600/46 dt. 22/11/10.	Powers upto Rs. 15 lakhs per item/or purchase of six months requirements	Powers upto Rs. 10 lakhs per item/or purchase of six months requirements	Powers upto Rs. 05 lakhs per item/or purchase of six months requirements	NIL	Powers upto Rs. 10 lakhs per item/or purchase of six months requirements	Powers upto Rs. 05 lakhs per item/or purchase of six months requirements	Powers upto Rs.2 lakhs per item/or purchase of six months requirements	NIL
24.	(a) Sanction of detailed estimate for base kitchens/Food plaza/Fast Food unit/Food Court	Para 1(a) of SOP on works matter	Full power upto Rs. 10 Cr. in each case.	Nil	Nil	Nil	Full power upto Rs. 02 Cr. in each case.	Nil	Nil	Nil
	(b) Sanction for Procurement of equipments within the Base Kitchen & Cell Kitchens, (refreshment Room/ Jan Ahar, Food Plaza etc)	Commercial Circular No.35 of 2010 & item no 2 (a) (III) of SOP on works matter	Up to Rs 10 lakh per item with finance concurrence	Up to Rs 5 lakh per item with finance concurrence	Nil	Nil	Up to Rs. 2 lakh per item with finance concurrence	Nil	Nil	Nil
	(c) Operation of base kitchen after invitation and acceptance of tender.	Bd's letter No. 2012/TG-III/600/4 dt 04.05.12	Up to Rs 10 lakh per item with finance concurrence	Up to Rs 5 lakh per item with finance concurrence	NIL	NIL	Up to Rs. 2 lakh per item with finance concurrence	NIL	NIL	NIL
<p>Note for 24. (a):- Sanction of work to be dealt with as per SOP on works matters.</p> <p>Note for 24 (b):- Procurement will be done by Stores dept. and expenditure above Rs. 2 Cr. will require AGM'S sanction.</p>										

25.	Sanction for training of Catering Staff.	Para 50 of SOP/NCR on establishment matters.	Note: To be dealt with Para 50 of SOP/NCR on establishment matters.							
26.	(i) Invitation & Acceptance of Advertised Tenders for Rajdhani /Shatabdi/Duronto,Mail/exp./Superfast trains etc.	RIY Bd.s letter No 2012/TG-III/600/04 dt 04/05/12 & Commercial Circular No.35 of 2010 & item no 10 (i) of works matter SOP	Up to Rs 8 Cr. subject to Finance concurrence	Upto Rs. 1 cr in each case subject to finance concurrence.	Nil	Nil	Nil	Nil	Nil	Nil
	(ii) Invitation & Acceptance of Advertised Tenders for train side vending. (TSV)	Coml. Circular No. 31/2011 dt.22.06.11	Up to Rs. 8 Crores subject to Finance concurrence.	Up to Rs. 1 cr. in each case subject to Finance concurrence .	Nil	Nil	Nil	Nil	Nil	Nil
Note: (i) & (ii) Tender for more than Rs. 8 cr. & up to Rs. 15 cr. will be accepted by AGM, on the recommendation of three PHODs/ CHODs nominated by AGM.										
27.	Extension, Renewal & termination of Mobile & Static contracts awarded through open Tender/Single Tender/Limited Tender.	Catering policy 2010 (Commercial Circular No.35 of 2010)	Full Powers	Nil	Nil	Nil	Full Powers for static units of A1, A & B Category stations	Full Powers for static units D, E&F	Nil	Nil

Composition of Tender Committees for Catering Contracts.				
Headquarters				
Value of Tender	Member Commercial	Member Finance	Member Stores/Medical	Accepting Authority of Commercial dept.
Upto Rs 5 Lakh	Jr. Scale	Jr. Scale	Jr. Scale	Sr. Scale
Above Rs. 5 lakh upto Rs. 30 Lakh	Sr. Scale	Jr. Scale	Sr. Scale	JAG
Above Rs. 30 Lakh upto Rs. 1 Cr.	JAG/SG	JAG/SG	JAG/SG	SAG
Above Rs. 1 Cr. upto Rs. 8 Cr.	SAG	SAG	SAG	PHOD
Above Rs 8 Cr. up to Rs 15 Cr.	PHOD	PHOD	SAG	AGM
Division				
Upto Rs 5 Lakh	Jr. Scale	Jr. Scale	Jr. Scale	Sr. Scale
Above Rs. 5 lakh upto Rs. 30 Lakh	Sr. Scale	Jr. Scale	Sr. Scale	JAG
Above Rs. 30 Lakh upto Rs. 1 Cr.	JAG/SG	JAG/SG	JAG/SG	ADRM
Above Rs. 1 Cr upto Rs.5 Cr.	JAG(SG)	JAG(SG)	JAG(SG)	DRM
<p>Note: 1. Financial powers beyond the limit of PHOD/CHOD & AGM will be exercised by GM. 2. It will be preferable to have medical officers for contracts of catering consumables.</p>				