

प्रधान कार्यालय,
संगम परिसर,
सूबेदारगंज,
इलाहाबाद-211015

पत्रांक: म.प्र./उ.म.रे./समेकित एस.ओ.पी./2009

दिनांक 08.01.2015

प्रमुख/समन्वय विभागाध्यक्ष
उत्तर मध्य रेलवे,

मुख्य प्रशासनिक अधिकारी
भा.रे.परि.प्र.ई./नई दिल्ली।

मडल रेल प्रबंधक
इलाहाबाद, झांसी एवं आगरा।

मुख्य कारखाना प्रबंधक
सिथौली एवं झांसी।

विषय : Works Matters की शक्तियों की अनुसूची(SOP) के विभिन्न मदों में संशोधन(revision) किये जाने के उपरान्त जारी किये जाने के संबंध में।

Works Matters की शक्तियों की अनुसूची(SOP) के विभिन्न मदों को वित्त सलाहकार एवं मुख्यलेखाधिकारी एवं महाप्रबंधक महोदय के अनुमोदन उपरान्त, आज दिनांक 08.01.2015 को जारी किया जा रहा है, जो तत्काल प्रभाव से लागू होगा।

Works Matters की संशोधित शक्तियों की अनुसूची(SOP) नये निविदाओं के लिए लागू होगी। जो पुराने निविदा अभी खुले हैं वे पूर्व में जारी की गयी शक्तियों की अनुसूची(SOP) के अनुसार ही रहेंगी।

संलग्नक: इंजीनियरिंग विभाग से प्राप्त संशोधित शक्तियों की अनुसूची(SOP) की प्रति (पेज 01 से 50 तक)।


(संजय सिंह नेगी)
उप महाप्रबंधक (सा0)

WORKS MATTERS

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
1.	ESTIMATES									
(a)	To sanction estimates chargeable to CAP, DRF, DF, CF & SF upto Rs. 100 crores for other than Track Renewal works which have been approved by the higher authority and for which allotments have been made provided the excess over the estimated cost is within their power of sanction as provided in item no. 6 of SOP.	Board's letter no. F(X)II/2010/PW/2 dated 11.10.2010 item no 40(I) (a)	Full power upto Rs.50 crores in each case	Full power upto Rs.30 crores in each case	Full power upto Rs. 5 crores in each case	Nil	Full power upto Rs 12 crores in each case	Full power upto Rs. 8 crores in each case	Full power upto Rs. 5 crores in each case	Nil
<p>Note :- General Manager may , however sanction estimates costing above Rs. 50 crores, but below Rs. 100 crores in each case where a work was included in the budget on the basis of a survey report subject to the conditions:</p> <ol style="list-style-type: none"> (1) The excess over the approved cost , if any is limited to: <ol style="list-style-type: none"> (a) Increase in cost due to escalation – up to 100% of the original estimate (abstract cost). (b) Increase in cost due to reasons other than escalation – up to 20% of original cost or Rs. 20 crores, whichever is less. (i) The change in scope of work shall be governed by power for material modification given in Item No 49, as communicated in Boards letter of even no dated 11.10.2010. (ii) Personal approval may be obtained at the level of General Manager with the personal Concurrence of FA&CAO/FA&CAO(C) in cases of estimates costing above Rs. 50 crores but below Rs. 100 crores. (iii) These are the overall variations on the original sanctioned cost as included in the original sanctioned cost as included in the Budget and Can not be exceeded even if more than one revised estimate is sanctioned. (iv) This delegation will not affect rules in force regarding material modification. (v) For variation exceeding the above limits, approval of Board will be required. In cases proposal may be sent to Board with personal concurrence of FA&CAO/FA&CAO(C)and personal approval of General Manager along with a detailed variation statement and a suitable explanatory note. 										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
1 (b)	To sanction Track Renewal Estimates irrespective of the cost provided the excess over the estimated cost is within their power of sanction as provided in item no. 6 of SOP.	Board's letter no. F(X)II/2001/PW/6 dated 09.5.01 Item No. 40(1) (b) and F(X) II /2006/PW/17 dated 4.12.06 item no 40(l) (c)	Full Powers	Full powers upto Rs. 30 cr. in each case	Nil	Nil	Full powers upto Rs. 12 crores in each case	Full powers upto Rs. 8 crores in each case	Full powers upto Rs. 5 crores in each case	Nil
(c)	To sanction original survey estimates provided that the survey are included in the sanctioned budget provided the excess is within their powers as provided in item no. 6(d).	Board's letter no. F(X)II/2001/PW/6 dated 09.5.01 Item No. 40(3)	Full power up to Rs. 5 lakhs.	Full Powers up to Rs. 2 lakhs each.	Nil	Nil	Nil	Nil	Nil	Nil
Note: This delegation does not apply to works, which do not have necessary procedural approval.										
(d)	To sanction estimate chargeable to Revenue (Ordy. & Spl.) for which budget allotment has been made.	Para 702-E, Para 705-F & 758-F	Full powers	Full powers	Full powers	Nil	Full powers	Full powers	Full powers	Nil
(e)	To sanction part estimate costing up to 2% of the total value of the work for preliminary activities provided detail estimate of the work is within their powers of sanction.	Rly Bd's letter no. 2007/CE-1/CT/18 Dt. 07.03.2008 & Rly Bd's letter no.F(x)II-2010/PW/1 Dt. 25.03.2010	Full power	Full power	Full power	Nil	Full power	Full power	Full power	Nil
NOTE (i) These Powers are subject to competency to sanction detailed estimate of the works. (ii) Part estimates may be sanctioned towards incurring expenses for preliminary activities like FLS, Geotechnical studies, Design, preparation of plans and drawings etc. which will help in preparation of detailed estimate. (iii) The detailed estimate should be allowed to be prepared and got sanctioned only after these preliminary activities are completed. (iv) These preliminary activities may be executed on works contract basis.										

NOTE: Powers under item 1 (a), (b), (c), (d) &(e) will be exercised as under.

- (i) Concurrence of associate finance is necessary.
- (ii) Work has been approved by the competent authority.
- (iii) The excess in the estimated cost does not require sanction of higher authority.
- (iv) This power will also apply to the sanction of Sub Estimate or Detailed Estimate when it forms part of a work, the abstract estimate of which has been sanctioned by higher authority/Railway Board.
- (v) Inclusion of items in track renewal estimates in respect of which Board's specific instruction/restrictions exists will be done only with the specific approval of the competent authority.
- (vi) Budget provision for lump-sum work should be ensured for each division under each Plan Head for carrying out such works. (Authority-item No. 40 of railway Board letter No. F(X)II-2001/PW/6 dated 09.05.2001)

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM s	SG/JAG	Sr.Sca le/Jr.Sca le	
1	2	3	4	5	6	7	8	9	10	11	
2 (a)	<u>WORKS/M&P UNDER LUMPSUM CATEGORY:</u> To sanction expenditure on works other than New lines, Gauge Conversion, Railway Electrification Works, Metropolitan Railway Project Computerization setting up of New Production Units rolling stock or survey works not provided in the sanctioned budget or carried forward from the sanctioned budget of any previous year as follows:										
2 (a) (i)	Passenger and other users Amenities work not more than 2 crore each.	Railway Board's letter no. F(X)II-2010/PW/2 dated 11.10.2010 39(a) (ii)	Full powers not more than Rs. 2 crore.	Nil	Nil	Nil	Full powers not more than Rs. 1 crore in each case.	Nil	Nil	Nil	
(ii)	<u>Road safety works :</u> ROB/RUB works less than 2.5 crores each.	Railway Board's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 39(a) (i)	Full powers less than Rs. 2.5 crore.	Nil	Nil	Nil	Full powers less than Rs. 50 lakhs in each case.	Nil	Nil	Nil	

(iii)	Other Plan Head Works except (TE*) ROB/RUB works & Passenger and other users Amenities not more than Rs.1 crore each.	Railway Board's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 39(a) (iv)	Full powers not more than Rs.1 crore.	Nil	Nil	Nil	Full powers not more than Rs. 75 lakhs for Traffic facility & Rs. 50 lakhs other than Traffic facility in each case.	Nil	Nil	Nil
(iv)	Machinery & Plant costing up to Rs. 10 lakhs each provided total lump sum limit (without being itemised) made in the budget for such works is not being exceeded.	Railway Board's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 39(a) (v)	Full powers not more than Rs. 10 lakhs each.	Full powers up to Rs. 5 lakhs each.	Nil	Nil	Full powers not more than 5 lakhs each.	Nil	Nil	Nil
(v)	Computerisation work upto Rs. 50 lakh under plan head 17, replacement of overaged PRS/UTS/UTS cum PRS & FOIS equipment such as monitors, terminals, keyboards, printers & UPS etc installed in the project (one on one basis i.e. no new items).	Railway Board's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 (item 39) subject to note below	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
NOTE: 1. All above items are to be exercised in HQ with finance concurrence and AGM/ PHOD/CHOD will exercise power with administrative approval of GM. 2. Total lump sum provision made in the budget for such works is not exceeded. 3. Item No. 2(a) (v) shall be exercised with the personal concurrence of FA&CAO and personal approval of General Manager.										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/ JS	DRMs & CWMs	ADRM s	SG/ JAG	Sr.Sc ale/ Jr.Sc ale	
1	2	3	4	5	6	7	8	9	10	11	
2(b)	OUT OF TURN WORKS Sanctioning works on out-of-turn basis in a financial year provided that the sanctioned budget (other than lump sum) for such works in these categories is not exceeded.										
(i)	Passenger and other users Amenities work not more than 2 crore each.	Bd's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 item 39(a) (ii)	Full powers not more than Rs. 2 crore.	Nil	Nil	Nil	Full powers not more than Rs.1 crore in each case.	Nil	Nil	Nil	
(ii)	Road safety works : ROB/RUB works less than 2.5 crore each.	Bd's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 item 39(a) (i)	Full powers less than Rs. 2.5 crore.	Nil	Nil	Nil	Full powers less than Rs. 50 lakhs in each case.	Nil	Nil	Nil	

(iii)	Other Plan Head Works except ROB/RUB works & Passenger and other users Amenities not more than Rs. 1 crore each	Bd's letter no. F(X)II-2010/PW/2 dtd. 11.10.2010 item 39(a) (iv)	Full powers not more than Rs. 1 crore.	Nil	Nil	Nil	Full powers not more than Rs. 75 lakhs for Traffic facility & Rs. 50 lakhs other than Traffic facility in each case.	Nil	Nil	Nil
-------	---	--	--	-----	-----	-----	--	-----	-----	-----

NOTE : 1. The term "Line Capacity" extended to include terminal facilities at station and yards, inspection pits, water columns the procurement of DG sets for improvement in water supply system directly connected with smooth running of trains vide Board's letter no. F(X)II/77/PW/5 dated 26.6.87

2. The saving in the lump sum provision made in the sanctioned budget shall not be utilized for the category of works in item 2(b) above, without the prior approval of Railway Board.
3. The works thrown forward from previous year may be taken up only if the funds required for them can be found by re-appropriation within the sanctioned allotment. The savings in the lump sum provision made in the sanctioned budget shall not be utilized for the categories of works given vide item no. 2(b) (i) (ii) & (iii) above without prior approval of Railway Board.
4. For out of turn works, the overall ceiling limit of Rs. 10 crores (other than lump sum) in a financial year, of which not more than Rs. 3 crores could be on other than safety related items with the provision that all safety works should be completed within a maximum period of 8 months from the date of sanction. This ceiling will be watched by PHOD i.e. CE in a register maintained by OS / Budget Works under CE/Planning and each case should be entered therein including proposals being sanctioned by DRM under that items before inclusion in the Works Programme.
5. The revised enhanced powers as given above are applicable to Civil Engineering, Mechanical, Electrical, Elect./Const., S&T, S&T/Const. & Construction Wing under CAO/C.
6. To be exercised with finance concurrence.
7. Note1 below 2(a) shall be applicable.

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
2 (C)	Out of Turn works. To sanction expenditure up to Rs. 20 lakhs in each case in respect of existing Railway school, Hospital, Dispensaries, Institutes, Officers club, Rest Houses and Holiday Homes etc. Provided the funds required for such works provided in the sanctioned budget for such works in these categories are not exceeded.	Rly Bd letter no. F(X)II-2008/PW/7, dated 27.08.2009.	Full powers up to Rs.20 lakhs each	Full powers up to Rs.20 lakhs each.	Full powers upto Rs. 50,000/- each.	Nil	Full powers upto Rs. 2 lakhs each.	Full powers upto Rs. 1 lakh each.	Full powers upto Rs.30,000/- each.	Nil

	<p>NOTE:</p> <ol style="list-style-type: none"> 1. For out of turn works, the overall ceiling limit of Rs. 10 Crores will be watched by CE/P&D in a register maintained by OS/Budget Works under CE/Plg. and each case should be entered therein including proposals being sanctioned by DRM under that items before inclusion in the Works Programme. 2. The revised enhanced powers as given above are applicable to Civil Engineering, Mechanical, Electrical, Elect./Const., S&T, S&T/Const. & Construction Wing under CAO/C. 3. Provided no new railway school is opened. <ol style="list-style-type: none"> a. Emphasis should be on creation of amenities of durable and lasting nature and fund should not be frittered away on provision of superficial items like furnishings and furniture, etc. b. Prescribed norms/parameters regarding passenger population should be followed in providing the amenities/facilities. 4 For exercising this item, finance concurrence will be required. (NOTE APPLICATION FOR ITEM NOS. 2 (b)(i)(ii), 2 (c) & 2(d) Exercise of the power will be subject to the overall ceiling limit of Rs. 10 Crores for the entire railway)
--	---

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JA G	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRM s	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
3.	To incur expenditure on trial & experimental works and special works chargeable to revenue within the sanctioned budget allotment & subject to restrictions imposed by the Code Rules, Railway Board & the General Manager from time to time.	Para 507 & 740 of Financial Code.	Full powers for items approved by Rly. Board with finance concurrence. With annual ceiling of Rs.1crore.	Nil	Nil	Nil	Full powers with finance concurrence subject to annual ceiling of Rs. 10 lakh.	Nil	Nil	Nil	Nil
<p>NOTE: Field trial item are approved from Railway board & Generally costing more than Rs. 50 lakhs, which can't be covered in Existing para.</p>											
4.	ACCIDENTS & EMERGENCIES to sanction commencement of (to incur expenditure on) essential works to safeguard life and property of Railway or restore communication, interrupted by floods, earthquakes or accidents prior to sanction of detailed estimate and allotment of funds on urgency certificate.	Para - 1103 of Engg. Code	Full Powers	Full Powers	Full Powers	Sr.Scale: upto Rs. 50,000/- on each occasion	Full Powers	Full Powers	Full Powers	Full Powers	Sr.Scale: upto Rs. 50,000/- on each occasion

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
1	2	3	4	5	6	7	8	9	10	11
5.(i)	To sanction expenditure on any single occasion for supplying food to Railway staff/labourers who are temporarily engaged on breaches or otherwise called out in connection with accident involving dislocation of traffic.	To be dealt with as per item No. 31 (b) of SOP on disaster management.								
(ii)	To sanction expenditure on ambulance/transport of injured employee/passengers involved in accidents.	To be dealt with as per item No. 35 of SOP on disaster management.								
(iii)	To incur expenditure on setting up camp, lighting and transshipment arrangements on breaches and accidents.	To be dealt with as per item No. 38 & 39 of SOP on disaster management.								

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/J AG	Sr.Scal e/ Jr.Scal e	DRMs & CWMs	ADRM's	SG/ JAG	Sr.Scal e/ Jr.Scal e
1	2	3	4	5	6	7	8	9	10	11
6. (a)	EXCESS OVER ESTIMATE Works sanctioned under the lump sum provision	Railway board's letter no. F(X)II/2006/PW/17, dated 04.12.06 note no (I) and(II) of Item No. 40 (4).	Full powers provided that lump sum provision in the sanctioned budget for such work is not exceeded subject to notes below.	Full powers provided that lump sum provision in the sanctioned budget for such work is not exceeded subject to notes below.	Nil	Nil	Full powers provided that lump sum provision in the sanctioned budget for such work is not exceeded and revised cost is within the powers of sanction of DRM.	Upto 20% of original cost provided DRM's powers are not exceeded and that lump sum provision in the sanctioned budget for such work is not exceeded	Upto 10% of original cost provided DRM's powers are not exceeded and that lump sum provision in the sanctioned budget for such work is not exceeded	Nil
6(b)	Work sanctioned under LAW BOOK.	- Do-	Full powers provided that lump sum provision in the sanctioned budget for such work is not exceeded.	Full powers provided that lump sum provision in the sanctioned budget for such work is not exceeded.	Nil	Nil	Upto 20% of original cost and subject to notes below provided that lump sum provision in the sanctioned budget for such work is not exceeded.	Upto 20% of original cost and subject to notes below provided that lump sum provision in the sanctioned budget for such work is not exceeded.	Upto 10% of original cost and subject to notes below provided that lump sum provision in the sanctioned budget for such work is not exceeded.	Nil

Note: (i) Revised cost should be within the limit of powers of GM to sanction new works under item no. 39 of GM's negative SOP.
(ii) The General Manager can sanction excess over estimates even when the variation is beyond the percentage variation prescribed in item No. 40 (i) (b) as long as the revised cost is within the limit of powers of General Manager to sanction new works under item No. 39.
(iii) The works thrown forward From previous years may be taken up only if the funds required for them can be found by re-appropriation within the sanctioned allotment. (Authority: Board's letter No. F(X) –II-2006/PW/12/dated 10.08.2006).

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.S cale/ Jr.Sc ale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale / Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
6. (c)	To an excess over the Estimated cost as entered in the sanctioned budget or sanctioned separately by an higher authority as follows:										
(i)	Increase in cost due to escalation:- up to 100% of abstract estimate.	Bd's letter no. F(X)II/2001/P W/6, dated 9.05.01 Item No. 40(2) (i) (a) F(X)II/2010/P W/2, dated 11.10.2010 Item No. 40 (1) (b)(i)	Up to 100% of original estimate provided the overall limit of sanctioning estimate as enumerated in item 1(a) is not exceeded	Up to 100% of original estimate provided the overall limit of sanctioning estimate as enumerated in item 1(a) is not exceeded	Nil	Nil	Upto 100% of original estimate provided the overall limit of sanctioning estimate as enumerated in item 1(a) is not exceeded.	Upto 50% of original estimate provided the overall limit of sanctioning estimate as enumerated in item 1(a) is not exceeded.	Upto 20% of original estimate provided the overall limit of sanctioning estimate as enumerated in item 1(a) is not exceeded.	Nil	
<p>NOTE :</p> <ol style="list-style-type: none"> Concurrence of Finance is necessary for sanctioning excess over estimate. Original cost plus increase should not exceed the power of sanction of the authority who has sanction the original estimate. The change in scope of work shall be governed by powers for material modification given in Item No. 49, as communicated in Board's letter of even no. dated 11/10/2010. These are the overall variations on the original sanctioned cost as included in the Budget and cannot be exceeded even if more than one revised estimate is sanctioned. This delegation will not affect rules in force regarding material modification. For variation exceeding the above limits, approval of Board will be required. In such cases, proposals may be sent to Board with personal concurrence of FA&CAO/FA&CAO(C) and personal approval of General Manager along with a detailed variation statement and a suitable explanatory note. 											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale / Jr.Scale
			4	5	6	7	8	9	10	11
(ii)	Increase in cost due to reasons other than escalation upto 20% of the original estimate or Rs. 20 crores whichever is less.	Bd's letter no. F(X)II/2006/PW/17 dated 4.12.06 Item No. 40(1) (b) (ii).	Full powers upto 20% of original cost or Rs. 10 crores whichever is less provided overall limit of sanctioning estimate as per item No.1 (a) & 1 (b) is not exceeded.	upto 20% of original estimate or Rs. 4 crores whichever is less.	Nil	Nil	Upto 20% of original cost or Rs.4 crore which ever less provided overall limit of sanctioning estimate as per item No.1 (a) & 1 (b) is not exceeded.	Upto 20% of original cost or Rs.2 crore which ever less provided overall limit of sanctioning estimate as per item No.1 (a) & 1 (b) is not exceeded.	Upto 10% of original cost or Rs.50 lakhs which ever less provided overall limit of sanctioning estimate as per item No.1 (a) & 1 (b) is not exceeded.	Nil
(iii)	To an excess over the estimated cost of Machinery & Plant included in M&P programme (a) increase of cost due to price escalation more than 100% of original estimate or Rs.1Crore whichever is less. (b) increase in cost due to reasons other than price escalation more than 10% of original estimate or Rs.25 lacs whichever is less.	Bd's letter no. F(X)II/2010/PW/2, dated 11.10.2010 Item No. 40(2) (2).	Full powers	Upto 20% of original estimated cost.	Upto 10% of original estimated cost.	Nil	Full powers	Upto 20% of original estimated cost.	Upto 10% of original estimated cost.	Nil
Note: Revised M&P estimate involving modification costing more than Rs. 5 lakhs each will have to be referred to Railway Board.										
NOTE: (1) These are the overall variations on the abstract estimates and cannot be exceeded even if more than one revised estimate is sanctioned. (2) The delegation will not affect rules in force regarding material modification. (3) Personal approval may be obtained at the level of General Manager with the personal Concurrence of FA&CAO/FA&CAO(C) in cases of estimates costing above Rs. 50 crores but below Rs. 100 crores.										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.S cale/ Jr.Sc ale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale / Jr.Scale
			4	5	6	7	8	9	10	11
6. (d)	Survey - to excess up to 20% on the original estimate sanctioned by the higher authority with finance concurrence.	Bd's letter no. F(X)II/2001/PW/6, dated 9.05.01 Item No. 40(3).	Full powers upto 20% of original estimated cost	upto 10% of original estimated cost	upto 5% of original estimate d cost	Nil	Nil	Nil	Nil	Nil
<p>NOTE: 1. Competent authority as per Item 1(c) above or General Manager can sanction survey estimates provided the surveys are included in the sanctioned budget and approved yardsticks are followed while remaining within the amount indicated in the budget.</p> <p>2. This delegation does not apply to works, which do not have necessary procedural approval.</p>										
7.	To any material modification estimated to cost up to Rs. 1.5 Crore each.	Bd's letter no. F(X)II-2006/PW/17 dated 18.10.06 Item No.49.	Upto Rs. 01 crore in each case	Upto Rs. 50 lakhs in each case	Nil	Nil	Upto Rs. 50 lakhs in each case	Nil	Nil	Nil
<p>NOTE: (i) Total value of Material Modifications in a work should not exceed Rs. 5 crore or 5% of the value of the work whichever is less.</p> <p>(ii) The excess or the revised cost of the estimate does not go beyond the General manager's power of sanction.</p> <p>(iii) A Material Modification estimated to cost more than Rs. 50 lakh but below Rs. 1.5 crore should be certified and sanctioned personally by FA&CAO and General Manager.</p> <p>(iv) Material modifications which are beyond the Competence of General Manager should be sent to Board with the personal approval of FA&CAO and General Manager.</p>										

Item No	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
8.	To sanction estimate for works chargeable to other Govt. Deptt. Local Bodies or Private persons (except works to be executed in Loco Carriage Workshop) with finance concurrence.	Para 732 & 735-E	Full powers provided Railway share of the cost is within their financial powers regarding railway work.	Full powers provided Railway share of the cost is within their financial powers regarding railway work.	Full powers upto Rs. 05 crore provided Railway share of the cost is within their financial powers regarding railway work.	Nil	Full powers upto Rs. 12 crores when railway share of liability is not exceeded his normal powers.	Full powers upto Rs. 08 crore provided Railway share of the cost is within their financial powers regarding railway work.	Full powers upto Rs. 05 crore provided Railway share of the cost is within their financial powers regarding railway work.	Nil
<p>Note: 1. Financial concurrence is necessary in every case except for crossing railway track by electrical cables, transmission/telephone/telegraph lines, water and oil pipe lines provided standard cost is recovered and necessary agreement for way-leave is executed.</p> <p>2. GM's administrative approval should be obtained for deposit works connected with work for supply of electrical energy to outsiders. However, contractors requiring electric connection for execution of Railway work will not be treated as outsiders, for other works, administrative approval of DRM for work cost up to Rs. 1 crore and PHOD/CHOD for work more than Rs.1 crore should be taken.</p> <p>3. The power for Divisional officers, under column 8 to 11 is subject to the condition that no line capacity works are involved.</p> <p>4. Where Railway's share is more than Rs. 15 lakhs such works can only be taken up after inclusion in Pink Book otherwise on out of turn basis provided the work is of urgent nature.</p> <p>5. Deposit works in workshop shall be governed by relevant provisions in Mechanical Code.</p>										

Item No	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
9.	To sanction completion report of works for which the original estimate of successively revised estimate has been sanctioned by him.	Para 1706-E and 1711-E	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Nil	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Full powers provided the completion cost does not exceed by more than 5% over the last estimate sanctioned by him.	Nil
<p>NOTE - 1. The power to sanction completion report will be exercised by the authority provided the excess over estimates is within his power of sanction.</p> <p>2. DRM/Dy. CE may approve the completion report of work within the power of General Manager in work Register itself. If the variation is within 5% of the sanctioned estimate (Note below 1706-E)</p> <p>3. Concurrence of finance is necessary.</p> <p>4. While preparing completion report brief explanation should be furnished for: (i) Excess of not less than 10% or Rs. 25,000/- whichever is less over the estimated provision under each sub-work. Saving of not less than 20% or Rs. 1 lakh whichever is less occurring under any sub-work.</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHOD	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale
			4	5	6	7	8	9	10	11
10	TENDERS/CONTRACTS/ AGREEMENTS									
(i)	To invite and accept Advertised tenders in respect of sanctioned work on the recommendations of the tender committee except in case where foreign exchange is involved.	Bd's letter no. F(X)II/2006/PW 14, dated 26-09-06, Item No.47 of GM delegation vide Board's letter no. F(X)/II-2007/PW/4 dtd. 21.09.07, Board's letter no. 2007/ CE-1/CT/13 dated 15.10.07, Board's letter no. 2007/ CE-1/CT/18 dtd. 28.09.2007 & 2007/CE-1/CT/13 dtd. 27.08.2013 & 2007/CE-1 /CT /13 (i) dtd. 26.11.2013	Above Rs. 12 crore and upto Rs. 75 Crores in each case. CHOD in Rank of SAG Upto Rs. 50 Crores in each case.	Above Rs. 3 crore and upto Rs. 12 Crores in each case.	Upto Rs. 03 crores in each case.	Nil	Above Rs. 03 crore and upto Rs. 12 Crores in each case	Above Rs. 3 crore and upto Rs. 8 Crores in each case	upto Rs. 03 Crores in each case.	Nil
<p>Note:</p> <p>(a) Tender schedules are to be prepared with utmost care, following all the existing provisions in the code as also Administrative instructions without fail, after detailed site inspection and soil investigations, wherever necessary, eliminating as far as possible the need for bringing any new items during execution of works.</p> <p>(ii) These tender schedules may be approved by the JAG/SAG officers. Vetting of tender schedule should be necessary only in the rare urgent cases where tenders are called without sanction of detailed estimate. Pre-vetting will also not be necessary in case of zonal works and revenue works in Open-Line for which detailed estimates are not to be framed.</p> <p>(iii) System of indicating rates or individual items in the schedule (s) and asking the tenderers to quote a common percentage for all items in a schedule/all schedules may be preferred where ever possible.</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to																													
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers																									
			PHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale																						
1	2	3	4	5	6	7	8	9	10	11																						
1.	Following shall be the constitution of Tender committee for open tenders																															
	Value For Constitution of Tender Committee																															
	Divisions/Extra divisional units		Executive		Accounts		Other Deptt.		Accepting Authority																							
	Up to Rs. 20 lakhs		Sr. Scale		Jr. Scale		--		JAG/SG																							
	Above Rs. 20 lakhs and up to 50 lakh		Sr. Scale		Jr. Scale		Sr. Scale		JAG/SG																							
	Above Rs. 50 lakhs and upto Rs.03 Crore		Sr. Scale		Sr. Scale		Sr. Scale		JAG/SG																							
	Above Rs. 03 Crore and upto Rs. 08 Crore		JAG/SG		JAG/SG		JAG/SG		ADRM																							
	Above Rs. 08 Crores and upto Rs.12Crores		JAG/SG		JAG/SG		JAG/ SG		DRM/CWM																							
	Headquarters																															
	Up to Rs. 20 lakhs		Sr. Scale		Jr. Scale		--		JAG/SG																							
	Above Rs. 20 lakhs and upto Rs. 50 lakhs		Sr. Scale		Jr. Scale		Sr. Scale		JAG/SG																							
	Above Rs. 50 lakhs and upto Rs. 03 Crore		Sr. Scale		Sr. Scale		Sr. Scale		JAG/SG																							
	Above Rs. 03 Crores and upto Rs.12 Crore		JAG/SG		JAG/SG		JAG/SG		SAG																							
	Above Rs. 12 Crores and upto Rs.30 Crore		SAG		JAG/SG		SAG		CHOD/PHOD																							
	Above Rs 30 Crore and upto Rs. 50 Crore		SAG		SAG		SAG		CHOD																							
	(For department not headed by PHOD)																															
	Above Rs 30 Crore and upto Rs. 75 Crore		SAG		SAG		SAG		PHOD																							
	(For department headed by PHOD)																															
	Above Rs.50 Crore and upto Rs. 75 Crore		CHOD		SAG		SAG/CHOD		AGM*/GM																							
	(For department not headed by PHOD)																															
	Above Rs.75 Crore and upto Rs.150 Crore		PHOD/CHOD		PHOD/CHOD		PHOD/CHOD		GM																							
	General Notes for Tender Committee:																															
	(a) The third member of equal status of executive member shall be from Sister Deptt and in the event of an officer of required status is not available in Sister Deptt then third member may be nominated from other deptt. who deals with tender by DRMs in divisions and PHODs/CHODs in Head Quarter.																															
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S.No.</th> <th>Department</th> <th>Sister Department</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Civil Engineering</td> <td>S&T Engineering</td> </tr> <tr> <td>2</td> <td>Electrical Engineering</td> <td>Mechanical Engineering</td> </tr> <tr> <td>3</td> <td>Mechanical Engineering</td> <td>Civil Engineering</td> </tr> <tr> <td>4</td> <td>S&T Engineering</td> <td>Electrical Engineering</td> </tr> <tr> <td>5</td> <td>Operating</td> <td>Commercial</td> </tr> <tr> <td>6</td> <td>Commercial</td> <td>Operating</td> </tr> </tbody> </table>											S.No.	Department	Sister Department	1	Civil Engineering	S&T Engineering	2	Electrical Engineering	Mechanical Engineering	3	Mechanical Engineering	Civil Engineering	4	S&T Engineering	Electrical Engineering	5	Operating	Commercial	6	Commercial	Operating
S.No.	Department	Sister Department																														
1	Civil Engineering	S&T Engineering																														
2	Electrical Engineering	Mechanical Engineering																														
3	Mechanical Engineering	Civil Engineering																														
4	S&T Engineering	Electrical Engineering																														
5	Operating	Commercial																														
6	Commercial	Operating																														
	(b) (i) The level of TC will be decided by the grade of executive member i.e. convener. Against any Tender value if any of the post of lower grades is not in operation i.e. if grade of executive member as mentioned against contract value is not in operation the executive member will be of one step higher but other members will be of the same status as mentioned against value.																															

	<p>(ii) Similarly if grade as mentioned against the value of other department i.e. sister Deptt. or Accounts Deptt. is not in operation then member of other deptt. i.e. sister Deptt. or Accounts Deptt. will be one step higher and executive member i.e. convener shall be at least of the same status as of other Deptt. i.e. Sister Deptt. or Accounts deptt. in which officer of lower grade as mentioned against value is not available.</p> <p>(iii) Accepting authority will be one step higher than the executive member i.e. convener.</p> <p>(c) In the divisions where JAG Finance officer is not available, a Sr. Scale Finance officer may be taken with the approval of DRM.</p> <p>(d) The level of the tender committee shall be decided by the cost quoted by the valid lowest tenderer irrespective of the eligibility of that tenderer or otherwise.</p>
--	---

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHOD	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
(ii)	To sign the contract and supplementary agreement on behalf of President of India provided the award of contract had the sanction of the competent authority and vetted by finance.	Para- 1259-E	Full powers	Upto Rs.75 crores in each case	Upto Rs. 12 crores in each case	Sr. Scale up to Rs. 3 crores in each case.	Upto Rs. 12 crores in each case	Upto Rs. 12 crores in each case	Upto Rs. 12 crores in each case	Upto Rs. 12 crores in each case	Sr.Scale upto Rs 03 crores in each case
<p>Note:</p> <p>1. In case of works quotation also a suitable work order/agreement in incorporating all terms and conditions as specified in the letter calling quotations should in variably be issued by executive so as to safeguard the financial interest of the Railways. Measurement of the work completed, completion of work, penalty for sub-standard work, security deposit, maintenance period, tax deduction at source and payment terms etc. must be clearly defined without any ambiguity. Such work order/agreement is not require to be vetted by associates finance.</p> <p>2. While inviting and accepting quotations item no.12 (a) of SOP on works matters should be referred to and all the provisions mentioned there in followed.</p>											
11	To invite limited tenders upto Rs.7.50 crore in each case without finance concurrence from the contractors borne on the approved list.	Board's letter no. 94/CE-1/CT/4 dtd. 17.10.02 para 1214-E. Board's letter no. 2007/CE-1/CT/18 dated 28.09.2007 & letter No. 2013 /CE-1/CT/O/2 0/PO/Pt. (ii) dt. 26.11.2013	More than Rs. 1.50 crore and upto Rs.7.50 Crore.	More than Rs. 37.50 lakh and upto Rs.1.50 Crore.	Upto Rs. 37.50 lakhs .	Nil	More than Rs. 37.50 lakh and upto Rs.1.50 Crore.	More than Rs. 37.50 lakh and upto Rs.1.00 Crore.	Upto Rs. 37.50 lakhs	Nil	

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHOD	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRMs	SG/JAG	Sr.Scale/Jr.Scale
			4	5	6	7	8	9	10	11
1	2	3	4	5	6	7	8	9	10	11
	<p>Note:</p> <ol style="list-style-type: none"> 1. Tender committee will be like open tender. 2. While exercising the powers above, the following conditions should be fulfilled: <ol style="list-style-type: none"> (a) Limited Tenders should be invited from the contractors borne on the "Approved list" only. (b) Notice for inviting Limited tenders shall be published in local newspapers and displayed on the notice boards kept in the concerned "Railway Office" and also put on internet. It will be the duty of the prospective tenderers to keep track of the tender notices issued through any of these media. (c) The minimum number of contractors to be borne on the approved list should not be less than 10. (d) The following will be the category of works for which list of approved contractors should be maintained for each monetary slab given in para 3 (e) below: <ol style="list-style-type: none"> (i) Building, structure, roads, water supply, drainage and sanitation works. (ii) Supply of materials such as ballast, boulders, bricks, stone metals, lime, sand etc. loading, unloading and leading of materials (iii) Track works. (iv) Bridge works. (v) Fabrication, supply and erection of steel works of various types (e) The approved list will be in three monetary slabs only as given below: <ol style="list-style-type: none"> (i) Class "C" - Upto Rs. 37.50 lakhs. (ii) Class "B" - More than Rs. 37.5 lakhs and upto Rs. 1.50 Crore. (iii) Class "A" - More than Rs. 1.50 Crore. and up to Rs. 7.50 Crore. (f) The Approved list as a whole will be valid for a period of three years. (g) The approved list of contractors will be reviewed every year for deletion which will be effective from 1st July and additions, if any, will be done once in six months which will be effective from 1st January and 1st July. (h) Once the contractor is borne on the Approved List, it will be valid for three years, unless already deleted during the Annual Review, or the expiry of the validity of the "Approved List" as a whole, whichever is earlier. (i) There will be separate Approved Lists for the Open Line and the Construction Organisations for each identified category of work. (j) In Open line, Approved Lists for Classes "B" and "C" will be maintained Divisions wise and for Class "A" there will be one common list for the Railway as a whole. 									

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to																
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers												
			PHODs/CHOD	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale									
1	2	3	4	5	6	7	8	9	10	11									
	<p>(k) Selection of contractors for enlistment in the approved List should be done by a Committee nominated by authority not below the Accepting authority as given below. The composition of the committee will be as follows:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Class of Contractors</td> <td style="width: 33%;">Selection Committee Composition</td> <td style="width: 33%;">Accepting Authority</td> </tr> <tr> <td>Class "A"</td> <td>One SAG Officer each of Executive Department and Finance Department.</td> <td>Executive Department PHOD</td> </tr> <tr> <td>Class "B" & "C"</td> <td>One JAG officer each of executive Department and Finance Department.</td> <td>DRM in the Division/SAG officer of the Executive Department in HQ.</td> </tr> </table> <p>Note: Normally, in Construction, no contract below Rs. 10 lakhs value should be called.</p> <p>(l) For registration in the Approved List, the contractor will have to furnish a non-refundable fee of Rs. 7,500/- for Class "C" Rs. 10,000/- Class "B" and Rs. 15,000/- for Class "A". This fee will cover the entire period of three years or part thereof. Contractors desirous of registration should submit the application in the proforma prescribed by the Railway with the prescribed fee for each category of work in each slab.</p> <p>(m) The practice allowing standing EMD is dispensed forth with for all tenders.</p> <p>(n) Contractors approved in the higher monetary slab for a particular category of work may not be allowed to participate for works in the lower monetary slab unless they are separately registered in the lower monetary slab for a particular category of work.</p> <p>4. Notwithstanding the provision above, competent authority may invite open tenders in the following circumstances.</p> <ol style="list-style-type: none"> (i) in the event of insufficient response to tender from the contractors borne on the approved list. (ii) When the work is of special nature and contractors with requisite experience are not available on the approved list. (iii) When ring formation is suspected. (iv) The divisions should invite at least 20% tenders in most open public manner in the part of each division by rotation so that the prevailing market rates may be readily available for comparison. <p>5. Special Limited Tender-</p> <p>5.1 Special Limited tenders may be adopted in the following situation in consultation with FA&CAO. CAO/C with the concurrence of FA&CAO/C may invite special limited tenders not only for specialized nature of works but all types of works depending upon the merit of the case:</p> <ol style="list-style-type: none"> (i) Works of specialized nature (to be approved by the PHOD/CHOD personally) (ii) Works of urgent nature (to be approved by the GM or CAO/C personally). (iii) Consultancy works (to be approved by the GM or CAO/C personally). 										Class of Contractors	Selection Committee Composition	Accepting Authority	Class "A"	One SAG Officer each of Executive Department and Finance Department.	Executive Department PHOD	Class "B" & "C"	One JAG officer each of executive Department and Finance Department.	DRM in the Division/SAG officer of the Executive Department in HQ.
Class of Contractors	Selection Committee Composition	Accepting Authority																	
Class "A"	One SAG Officer each of Executive Department and Finance Department.	Executive Department PHOD																	
Class "B" & "C"	One JAG officer each of executive Department and Finance Department.	DRM in the Division/SAG officer of the Executive Department in HQ.																	

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to																																																																																																								
			Headquarters Officers of open line & construction			Divisional/Extra Divisional Units/Construction officers																																																																																																					
			PHOD/CHOD	HODs/SAG	SG/JAG	Sr. Scale/Jr. Scale	DRMs & CWMs	ADRM	SG/JAG	Sr. Scale/Jr. Scale																																																																																																	
1	2	3	4	5	6	7	8	9	10	11																																																																																																	
	<p>5.2 Special limited tenders may be invited from specialized and reputed contractors/organizations/agencies.</p> <p>5.3 A proposal detailing the circumstances and the necessity for going in for Special Limited Tender should be initiated and got concurred by FA&CAO before personal approval of the PHOD is obtained.</p> <p>5.4 Tenderer from whom special limited tenders are to be invited should preferably be more than six but not less than four.</p> <p>5.5 Tenderer need not necessarily be borne on the approved list.</p> <p>5.6 In case of urgent nature of work, when Special Limited Tender is resorted to the Tender Committee will be like Open Tender.</p> <p>5.7 Following shall be the constitution of Tender committee for special limited tenders of works of specialized nature.</p>																																																																																																										
	<table border="0"> <thead> <tr> <th>Value</th> <th colspan="4">Constitution of Tender Committee</th> <th>Accepting Authority</th> </tr> <tr> <th>Divisions/Extra divisional units</th> <th>Executive</th> <th>Accounts</th> <th>Other Deptt.</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Up to Rs. 10 lakhs</td> <td>JAG/SG</td> <td>Sr. Scale</td> <td>--</td> <td colspan="2">ADRM/SAG</td> </tr> <tr> <td>Above Rs. 10 lakhs and up to 03 crore</td> <td>JAG/SG</td> <td>Sr. Scale</td> <td>JAG/SG</td> <td colspan="2">ADRM/SAG</td> </tr> <tr> <td>Above Rs. 03 crore and upto Rs.08 Crore</td> <td>JAG/SG</td> <td>JAG/SG</td> <td>JAG/SG</td> <td colspan="2">ADRM/SAG</td> </tr> <tr> <td>Above Rs. 08 Crores and upto Rs.12 Crores</td> <td>JAG/SG</td> <td>JAG/SG</td> <td>JAG/SG</td> <td colspan="2">DRM/SAG</td> </tr> <tr> <td colspan="6">Headquarters</td> </tr> <tr> <td>Up to Rs. 10 lakhs</td> <td>JAG/SG</td> <td>Sr. Scale</td> <td>--</td> <td colspan="2">SAG</td> </tr> <tr> <td>Above Rs. 10 lakhs and upto Rs. 03 crore</td> <td>JAG/SG</td> <td>Sr. Scale</td> <td>JAG/SG</td> <td colspan="2">SAG</td> </tr> <tr> <td>Above Rs.3 crore and upto Rs. 12 Crore</td> <td>JAG/SG</td> <td>JAG/SG</td> <td>JAG/SG</td> <td colspan="2">SAG</td> </tr> <tr> <td>Above Rs. 12 Crores and upto Rs.30 Crore</td> <td>SAG</td> <td>JAG/ SG</td> <td>SAG</td> <td colspan="2">CHOD/PHOD</td> </tr> <tr> <td>Above Rs 30 Crore and upto Rs. 50 Crore (For department not headed by PHOD)</td> <td>SAG</td> <td>SAG</td> <td>SAG</td> <td colspan="2">CHOD</td> </tr> <tr> <td>Above Rs.30 Crore and upto Rs. 75 Crore</td> <td>SAG</td> <td>SAG</td> <td>SAG</td> <td colspan="2">PHOD</td> </tr> <tr> <td>Above Rs.50 Crore and upto Rs. 75 Crore (For department not headed by PHOD)</td> <td>CHOD</td> <td>SAG</td> <td>SAG/CHOD</td> <td colspan="2">AGM*/GM</td> </tr> <tr> <td colspan="6">* (Where no AGM is posted, such tender shall be accepted by GM)</td> </tr> <tr> <td>Above Rs.75 Crore and upto Rs. 150 Crore</td> <td>PHOD/CHOD</td> <td>PHOD/CHOD</td> <td>PHOD/CHOD</td> <td colspan="2">General Manager</td> </tr> </tbody> </table>											Value	Constitution of Tender Committee				Accepting Authority	Divisions/Extra divisional units	Executive	Accounts	Other Deptt.			Up to Rs. 10 lakhs	JAG/SG	Sr. Scale	--	ADRM/SAG		Above Rs. 10 lakhs and up to 03 crore	JAG/SG	Sr. Scale	JAG/SG	ADRM/SAG		Above Rs. 03 crore and upto Rs.08 Crore	JAG/SG	JAG/SG	JAG/SG	ADRM/SAG		Above Rs. 08 Crores and upto Rs.12 Crores	JAG/SG	JAG/SG	JAG/SG	DRM/SAG		Headquarters						Up to Rs. 10 lakhs	JAG/SG	Sr. Scale	--	SAG		Above Rs. 10 lakhs and upto Rs. 03 crore	JAG/SG	Sr. Scale	JAG/SG	SAG		Above Rs.3 crore and upto Rs. 12 Crore	JAG/SG	JAG/SG	JAG/SG	SAG		Above Rs. 12 Crores and upto Rs.30 Crore	SAG	JAG/ SG	SAG	CHOD/PHOD		Above Rs 30 Crore and upto Rs. 50 Crore (For department not headed by PHOD)	SAG	SAG	SAG	CHOD		Above Rs.30 Crore and upto Rs. 75 Crore	SAG	SAG	SAG	PHOD		Above Rs.50 Crore and upto Rs. 75 Crore (For department not headed by PHOD)	CHOD	SAG	SAG/CHOD	AGM*/GM		* (Where no AGM is posted, such tender shall be accepted by GM)						Above Rs.75 Crore and upto Rs. 150 Crore	PHOD/CHOD	PHOD/CHOD	PHOD/CHOD	General Manager	
Value	Constitution of Tender Committee				Accepting Authority																																																																																																						
Divisions/Extra divisional units	Executive	Accounts	Other Deptt.																																																																																																								
Up to Rs. 10 lakhs	JAG/SG	Sr. Scale	--	ADRM/SAG																																																																																																							
Above Rs. 10 lakhs and up to 03 crore	JAG/SG	Sr. Scale	JAG/SG	ADRM/SAG																																																																																																							
Above Rs. 03 crore and upto Rs.08 Crore	JAG/SG	JAG/SG	JAG/SG	ADRM/SAG																																																																																																							
Above Rs. 08 Crores and upto Rs.12 Crores	JAG/SG	JAG/SG	JAG/SG	DRM/SAG																																																																																																							
Headquarters																																																																																																											
Up to Rs. 10 lakhs	JAG/SG	Sr. Scale	--	SAG																																																																																																							
Above Rs. 10 lakhs and upto Rs. 03 crore	JAG/SG	Sr. Scale	JAG/SG	SAG																																																																																																							
Above Rs.3 crore and upto Rs. 12 Crore	JAG/SG	JAG/SG	JAG/SG	SAG																																																																																																							
Above Rs. 12 Crores and upto Rs.30 Crore	SAG	JAG/ SG	SAG	CHOD/PHOD																																																																																																							
Above Rs 30 Crore and upto Rs. 50 Crore (For department not headed by PHOD)	SAG	SAG	SAG	CHOD																																																																																																							
Above Rs.30 Crore and upto Rs. 75 Crore	SAG	SAG	SAG	PHOD																																																																																																							
Above Rs.50 Crore and upto Rs. 75 Crore (For department not headed by PHOD)	CHOD	SAG	SAG/CHOD	AGM*/GM																																																																																																							
* (Where no AGM is posted, such tender shall be accepted by GM)																																																																																																											
Above Rs.75 Crore and upto Rs. 150 Crore	PHOD/CHOD	PHOD/CHOD	PHOD/CHOD	General Manager																																																																																																							

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/J S	DRMs & CWMs	ADRMs	SG/ JAG	SS/JS	
1	2	3	4	5	6	7	8	9	10	11	
12 (a)	To dispense with tenders and to invite and accept quotation per case.	Board's L. No. 2007/CE/1/CT/18/Pt. Dt.05.03.09 Para 1211E	Upto Rs. 4,00,000/- in each case with finance subject to an annual Ceiling limit of Rs. 40 lakhs.	Upto Rs. 4,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 40 lakhs.	Upto Rs. 2,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 20 lakhs.	Nil	Upto Rs. 4,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 40 lakhs.	Upto Rs. 4,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 40 lakhs.	Upto Rs. 2,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 20 lakhs.	Sr.Scale (Incharge) in the Division holding Independent Charge: Upto Rs. 1,00,000/- in each case with finance concurrence subject to an annual Ceiling limit of Rs. 5 lakhs	
<p>Note: The above powers will be exercised by the officers with their own administrative approval and no separate administrative approval is necessary subject to the following conditions:</p> <ul style="list-style-type: none"> (i) Normally powers to dispense with calling of tenders should be exercised sparingly. The circumstances under which quotations have to be called should be spelt out. (ii) The work should not be split up for the purpose of bringing it within the ambit of this dispensation. (iii) The reasonableness of rates should be gone into objectively by the accepting authority. (iv) Quotation should not be for items, which can be executed through the existing contracts including zonal contracts. (v) Quotation should not be for fancy items (expensive but of low utility). (vi) Quotations should only be for works, which are urgent in nature. (vii) Quotation should normally be invited from at least three well experienced contractors/agencies not necessarily borne on the approved list. (viii) Accepting Authority must take precautions to see that the quotations are from genuine firms and not from fictitious firms.) and; (ix) A Register showing the full particulars of works authorized through quotations will be maintained by the officer having powers to dispense with calling of tenders. The register shall be sent to associate finance while seeking their concurrence. (x) DRM/ADRM should have a monthly review as a matter of control. 											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/ JS	DRMs & CWMs	ADRM	SG/ JAG	SS/ JS	
			4	5	6	7	8	9	10	11	
12. (b) (i)	To invite tenders on single Tender Basis connected with restoration of works in case of accidents breaches involving dislocation of traffic.	Board's No. 93/WZ/PQR/SC/4 Pt. dated 27.09.96 and 97/CE-I/CT/32 dt. 27.08.97 94/CE-I/CT/4 dt. 17.9.97	Upto Rs.20 lakhs per case subject to annual limit of Rs.1 crore per PHOD/CHOD with prior concurrence at the level of FA&CAO.	Nil	Nil	Nil	Nil	DRMS ONLY Upto Rs.10 lakhs per case subject to annual limit of Rs.50 lakhs with prior concurrence of Sr.DAO	Nil	Nil	Nil
12. (b) (ii)	To invite tenders on single tender basis for the early completion of last mile of throughput enhancement works relating to Doubling and traffic facility plan heads. (Tender committee in all such cases would be at SAG level with acceptance of CAO/C.)	Rly. Bd's letter No.2007/CE-1/CT/18 dt.07.03.2008.	CAO/C personally full power upto Rs.2 crore each with personal concurrence of FA&CAO/C	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<p>NOTE: Note for item no. 12(b) (i&ii).</p> <ol style="list-style-type: none"> In other situation, Single tender can be invited with personal approval of GM subject to following provisions. <ul style="list-style-type: none"> (i) Prior concurrence of FA & CAO is obtained. (ii) No Post Facto Sanction/ratification will be allowed. (iii) Single tender should be resorted to only after exhausting the Open tender/ special limited tender routes. (iv) Tight targets and urgency cannot be accepted as a reason for calling Single tender. In these cases, limited tenders/ Special Limited Tenders should invariably be called for from the approved list and not from non-registered contractors. (v) The instructions contained in Board's letters cited under Col.2 shall be strictly followed. Once administrative approval for awarding the work on single tender has been accorded by the Competent Authority. The reasonableness of rates quoted by the tenderers as also other terms and conditions etc. would require be considering by Tender Committee & accepting by the Competent Authority. Selection of agency for award of work on single tender basis should be from the approved list of contractors except in respect of work of a specialised nature. Detailed reasons justifying the need for resorting to single tender should be spelt out. Tender value should be worked out carefully based on realistic quantities and rates. Routine nature of work like transportation of ballast P.way, Cement, Renovation of canteen, complex and renovation of officers' chamber should not be under taken on a single tender. For awarding works of specialised nature on single tender basis approval of GM/CAO/C is needed. For awarding works on single tender in any other situation personal approval of GM is needed. 											

6. The grant of Extension in Date of completion and increase in value of single tender is to be governed as per Board's letter No.93/WZ/PQR/SC/4 dt. 27.09.96.
7. In case of single tenders, the Tender Committee and accepting authority should be one stage higher than in case of open tender excepting where GM is the accepting authority.

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/J S	DRMs & CWMs	ADRM	SG/ JAG	SS/JS	
1	2	3	4	5	6	7	8	9	10	11	
12. (b) (iii)	To accept recommendation of Tender committee on single tender basis.	Para (2) of Bd's letter No.94/CE1/CT/4, dt. 17.09.97	Upto Rs. 3 crores each.	Upto Rs.50 lakhs each.	Nil	Nil	Upto Rs.25 lakhs each.	Upto Rs.15 lakhs each.	Nil	Nil	
<p>Note: 1. Acceptance of tender of complicated or specialised type of work will be dealt in Headquarters office.</p> <p>2. In case of single tender, accepting authority shall be one stage higher than in case of open and limited tenders in terms of Board's letter no. 94/CE-1/CT/4 dated 17.09.97</p>											
12. (c)	To enter into Annual Maintenance Contract for equipments on single tender basis to be placed on OEMs/Authorized dealers with finance concurrence.	Rly Board's letter SNo. F(X)II/-2004 PW/8 dated 30.11.05 & 1214 A of Engg. Code.									
	a. Passenger/Goods lifts & D.G.Sets		Upto Rs 10 lakh per item per annum subject to a maximum ceiling limit of Rs. 50 lakhs per annum	Nil	Nil	Nil	Upto. Rs 10 lakh per item per annum subject to a maximum ceiling limit of Rs. 50 lakhs per annum	Nil	Nil	Nil	
	b. Window Air conditioners, split type air conditioners, Water Coolers, Central / Package A.C. Plant/Chiller Plant		Upto Rs. 05 lakh per item per annum subject to a maximum ceiling limit of Rs. 20 lakhs per annum	Nil	Nil	Nil	Upto Rs. 05 lakh per item per annum subject to a maximum ceiling limit of Rs. 10 lakhs per annum	Nil	Nil	Nil	
	c. Fire detection/Alarm installation		Upto Rs. 10 lakh per item per annum subject to a maximum ceiling limit of Rs. 40 lakhs per annum	Nil	Nil	Nil	Upto Rs. 10 lakh per item per annum subject to a maximum ceiling limit of Rs. 20 lakhs per annum	Nil	Nil	Nil	

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/JS	DRMs & CWMs	ADRMs	SG/ JAG	SS/ JS
			4	5	6	7	8	9	10	11
12 (c)	d. Track machines, equipment of Disaster Management viz. HRE, HRD and 140 T DSL BD cranes on single tender basis with OEM or their authorized agent with finance concurrence	Item No. 94 of High Level Committee's report approved by Min. of Rly vide L.No. 99(M&P)/7/6 /Pt dtd. 5.5.03	Upto Rs. 10 lakh (Ten lakh) per item subject to a maximum ceiling limit of Rs.30 lakhs per annum. CME- Full Power	HOD (Incharge Track Machine) only Up to Rs. 2 lakhs per item subject to a maximum calling limit of Rs. 10 lakhs per annum. CRSE/Frt.& CMPE/R&L- full Powers.	Nil	Nil	Nil	Nil	Nil	Nil
12 (c)	e. Other equipments not covered in item no. 12/C(a) to (d) and including medical and surgical equipment.	Rly Board's letter No.F (X) II/2004/PW/S dtd. 30.11.2005 .	Upto Rs. 10 lakhs (Ten lakhs) per item subject to a maximum ceiling limit of Rs.50 lakhs per annum.	Nil	Nil	Nil	Upto Rs. 10 lakh (Ten lakh) per item subject to a maximum ceiling limit of Rs.50 lakhs per annum.	Nil	Nil	Nil
<p>NOTE:</p> <ol style="list-style-type: none"> 1. The annual maintenance Contract on single tender basis may be awarded on proprietary Article certificate Items. 2. This would need the prior concurrence of finance. 3. The AMC s should be awarded to OEMs or authorised dealers only. 4. Since AMC s are in the nature of Service Contracts and OEMs/Authorised Dealers are often reluctant to submit Earnest Money or Security deposits, this need not be insisted upon in each case. Care may, however, be taken to enter into such contracts only with reputed dealers so as to ensure satisfactory performance and minimum downtime of the equipments. 5. The overall limit for each workshop is Rs.50 lakhs per annum. 6. The above power may be exercised subject to availability of funds. 7. In workshops where workshops in charge are in JAG, the power should be exercised by CWE. 8. Normally the work of repair of widow AC, Spilt AC, water coolers is under taken departmentally. However to enter AMC for such repairs from out side agency a certificate to this effect that works can not be under taken departmentally, may to be given by controlling officer. Such repairs may normally be done through open tender from reputed firms 										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	SS/ JS	DRMs & CWMs	ADRMs	SG/ JAG	SS/ JS	
			4	5	6	7	8	9	10	11	
12 (d)	To invite and accept tender in respect of Consultancy works.	Rly. Bd. letter No. F(X)II-2006/PW/3 dtd. 27.02.2006 and letter even no dated 16.05.2006 and letter F(X)II-2006/PW/17 dtd 18.10.06 Item No. 30 (a).	PCE/CE(Co-ordination) Up to Rs. 5 lakh per case with the annual ceiling limit of Rs. 10 lakh	Nil	Nil	Nil	Nil	Up to Rs. 50,000/- per case with the annual ceiling limit of Rs. 1.00 Lakhs	Nil	Nil	Nil
<p>Note: (i) These powers will be personally exercised by the General Manager and will not be re-delegated further except as mention above. It may be ensured that no contracts are awarded by the Railways for activities, which can be carried out in-house.</p> <p>(ii) Details of consultancy contracts awarded by each Zonal Railways for commercial exploitation should be endorsed to all other General Managers for information to avoid duplication.</p> <p>(iii) The General Managers will evolve, in consultation with FA&CAO, a suitable mechanism to ensure that the limits laid down herein are not exceeded under any circumstances.</p> <p>(iv) For consultancy contracts, the minimum level of Tender Committee shall be SAG.</p> <p>(v) All cases decided by the Zonal Railways should be reported to Board through the PCDOs to CRB and FC, to enable assessment of the exercise of these powers.</p> <p>(vi) The agency/consultant is renowned/Government approved and has sufficient experience in the relevant field.(Authority: Board's letters no. F (x) II-2000/PW/2 dt. 29/5/2000, 15/12/2000 and 27/3/2001 and F (x) II-2003/PW/1 dt. 9/1/2003).</p> <p>(vii) PCE will exercise these powers with the concurrence of FA&CAO.</p> <p>(viii) DRMs will exercise these powers in consultation with associate finance. In the tender committee, JAG/SG level officers may be nominated. In cases where JAG/SG level officers are not available from Finance side in the Division, DFM may be nominated as Finance member of the tender committee.</p> <p>(ix) Expenditure in engaging /obtaining consultancy services from outside bodies should not exceed Rs.25 lakhs in each case, or Rs. 1.5 crs in a year for Zonal Railway.</p> <p>(x) Expenditure in engaging / obtaining consultancy services Connected with property development scheme i.e. for commercial only from outside bodies should not exceed Rs.50 lac in each case and not exceeding of Rs 2.5 crores in a year for Zonal Railway.</p> <p>(xi) The power to invite and award consultancy contracts by CAO/C with personal concurrence of FA&CAO/FA&CAO (c) shall be up to Rs. 25 lakh per case with the annual ceiling limit of Rs. 1.5 crore. Further, these powers of CAO/C will be in addition to and separate from the powers delegated to General Managers. Also, the level of Tender Committee shall be SAG.</p> <p>(xii) If the consultancy contract is to be fixed only on a single tender basis due to special circumstances, GM's personal approval would be required irrespective of the value of the contract.</p>											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMS	ADRM	SG/ JAG	Sr.Sca le/ Jr.Sca le	
1	2	3	4	5	6	7	8	9	10	11	
13. (a)	Introduction of additional SOR item or replacing existing item of SOR in schedule of work before execution of the work with finance concurrence.	Para 1265E & 1268E	Full Power provided amended contract does not exceed their power of acceptance.	Full Power provided amended contract does not exceed their power of acceptance.	Full Power provided amended contract does not exceed their power of acceptance.	Nil	Full Power provided amended contract does not exceed their power of acceptance.	Full Power provided amended contract does not exceed their power of acceptance.	Full Power provided amended contract does not exceed their power of acceptance.	Full Power provided amended contract does not exceed their power of acceptance.	Nil
(b)	Introduction of new NS item in execution of work of construction, repair and conveyance of material.										
(i)	Item which can be derived from SOR		Full Power in consultation with finance	Full Power in consultation with finance	Full Power upto Rs. 1,00,000/- with finance concurrence	Nil	Full Power with finance concurrence	Upto Rs. 1,00,000/- with finance concurrence	Upto Rs. 50,000/- with finance concurrence	Nil	
13 (b) (ii)	Item which can not be derived from SOR	Railway Board letter No. 2007/CE-I/CT/1 dated 31.08.2007 & 1265E, 1268E, 108E & 129E	Up to Rs. 5.0 lakh or 10% of original value of contract which ever is less without finance concurrence Full Power with finance concurrence	Up to Rs. 5.0 lakh or 10% of original value of contract which ever is less without finance concurrence. Full Powers upto Rs. 10 lakh with finance concurrence.	Upto Rs. 50,000 or 10% of original value of contract which ever is less without finance concurrence. Full Power upto Rs. 2 lakhs with finance concurrence	Upto Rs. 50,000 with finance concurrence	Up to Rs. 5.0 lakh or 10% of original value of contract which ever is less without finance concurrence Upto Rs.10 lakh with finance concurrence	Up to Rs. 3 lakh or 10% of original value of contract which ever is less without finance concurrence.Up to Rs.6 lakh with finance concurrence	Up to Rs. 50,000/- or 10% of original value of contract which ever is less without finance concurrence.Upto Rs.2 lakh with finance concurrence	Sr. Scale only Up to Rs. 1 lakh with finance concurrence	
<p>Note: 1. Rate of such NS items accepted without finance concurrence can not be quoted as Last Accepted Rates (LAR) for justifying similar rates in future tenders/estimate. Only rates obtained through competitive tender process can be adopted as LAR.</p> <p>2. Provided the revised monetary value of the amended contract does not exceed their powers of acceptance</p>											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Sc e/ Jr.Sc a l e	DRMs & CWMs	ADRM s	SG/ JAG	Sr.Sc a l e / Jr.Sc a l e
1	2	3	4	5	6	7	8	9	10	11
14	<p>Variation in quantities specified in contracts</p> <p>(A) Increase in quantities specified in contract.- Up to 25% of contract value within power of acceptance</p> <p>(B) Decrease in quantities specified in contract.- Up to 25% of contract value within power of contract signing authority. (Authority :Bd's letter No. 94/CE-1/CT/4 dt. 17.10.02 & No.2007/CE-1/CT/18 dt. 28.09.07.& R.B. letter No. 2007/CE-1/CT/18/Pt-XII dtd. 31.12.10)</p> <p>Note: 1. Individual NS item in contracts shall be operated with variation of plus or minus 25% and payment would be made as per the agreement rate. For this, no finance concurrence would be required.</p> <p>2. In case of increase in quantity of an individual item by more than 25% of the agreement quantity is considered as unavoidable, the same shall be got executed by floating a fresh tender. If floating a fresh tender is considered not tractable, quantity of that item may be operated in excess of 125% of the agreement quantity subjected to the following conditions:</p> <p>(a) Operation of an item by more than 125% of the agreement quantity needs the approval of an officer of the rank not less than S.A.Grade:</p> <p>(i) Quantity operated in excess of 125% but up to 140% of the agreement quantity of the concerned item, shall be paid at 98% of the rate awarded for that item in that particular tender.</p> <p>(ii) Quantity operated in excess of 140% but up to 150% of the agreement quantity of the concerned item, shall be paid at 96% of the rate awarded for that item in that particular tender.</p> <p>(iii) Variation in quantity of individual item beyond 150% will be prohibited and would be permitted only in exceptional unavoidable circumstances with the concurrence of associate finance and shall be paid at 96% of the rate awarded for that item in that particular tender.</p> <p>(b) The variation in quantities as per the above formula will apply only to the Individual items of the contract and not on the overall contract value.</p> <p>(c) Execution of quantities beyond 150% of the overall agreement value should not be permitted and, if found necessary, should be only through fresh tenders or by negotiating with existing contractor, with prior personal concurrence of FA&CAO/FA&CAO/C and approval of General Manager.</p> <p>3. The limit for varying quantities for minor value items shall be 100% (as against 25% prescribed for other items). A minor value item for this purpose is defined as an item whose original agreement value is less than 1% of the total original agreement value.</p> <p>4. No such quantity variation limit shall apply for foundation items.</p> <p>5. As far as SOR items are concerned, the limit of 25% would apply to the value of SOR schedule as a whole and not on individual SOR items. However, in case of NS items, the limit of 25% would apply on the individual items irrespective of the manner of quoting the rate (single Percentage rate or individual item rate).</p> <p>6. For the tenders accepted at the Zonal Railways level, the variation in the quantities will be approved by the authority in whose powers the revised value of the agreement lies.</p> <p>7. For tenders accepted by General Manager, variations up to 125% of the original agreement value (even if the revised agreement value is beyond GM's competence to accept tenders) may be accepted by General Manager .</p> <p>8. For tenders accepted by Board members and Railway Ministers, variations up to 110% of the original agreement value may be accepted by General Manager. for all contracts irrespective of the date of finalization of contract.</p> <p>9. The aspect of vitiation of tenders with respect to variation in quantities should be checked and avoided in all cases. In case of vitiation of the tender, sanction of competent authority as per single tender should be obtained.</p> <p>10. Variation to be approved should be limited so as not to completely change the scope, character and purpose of the original contract.</p> <p>11. In Cases where decrease is involved during execution of contract :</p> <p>(a) The contract signing authority can decrease the items up to 25% of individual item without finance concurrence.</p> <p>(b) For decrease beyond 25% for individual items or 25% of contract agreement value, the approval of an officer not less than rank of S.A.Grade may be taken, after obtaining 'No claim Certificate' from the contractor and with finance concurrence, giving detailed reasons for each such decrease in the quantities.</p> <p>(c) It should be certified that the work proposed to be reduced will not be required in the same work.</p> <p>12. The aspect of vitiation of tender with respect to variation in quantities should be checked and avoided. In case of vitiation of the tender (both for increase as well as decrease of value of contract agreement), sanction of the competent authority as per single tender should be obtained."</p>									

15 (i)	To make minor variation in specifications/conditions of contract after signing it including minor changes in drawing, mode of dispatch/inspection/test, programmes & station of delivery dimensions workmanship etc.	Para 1265(a) of Engg. Code	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Nil	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Full Powers in respect of contracts, tender which have been accepted by them subject to prior finance concurrence	Nil
<p>NOTE:-</p> <p>1. Standard conditions and specification, shall not be varied without approval of G.M.</p> <p>2. All variations shall be set out in subsidiary agreement or communicated to the contractor and Associate A/Cs Officers through a letter duly signed by the authority which signed the original contract.</p>										
(ii)	To make variations in rates arising out of circumstances not provided in the contracts.	1265 (b) of Engg. Code 1999 Edition	NIL for increase. Full powers in respect of lowering of rates for contracts accepted by them to prior Finance concurrence	NIL for increase. Full powers in respect of lowering of rates for contracts accepted by them subject to prior Finance concurrence	NIL, for increase full powers in r/o lowering of rates for contracts accepted by them subject to prior Finance concurrence	Nil	NIL, for increase full powers in r/o lowering of rates for contracts accepted by them subject to prior Finance concurrence	NIL, for increase full powers in r/o lowering of rates for contracts accepted by them subject to prior Finance concurrence	NIL, for increase full powers in r/o lowering of rates for contracts accepted by them subject to prior Finance concurrence	Nil

<p>NOTE:-</p> <p>1. Variation in rates for which provision has been made in the contract itself shall not be deemed to constitute a variation provided they are carried out only to the extent and/or by order of the authority specified in the contract.</p> <p>2. All variations shall be set out in subsidiary agreement or communicated to the contractor and Associate/A/Cs Officer through a letter duly signed by the Authority which signed the original contract.</p>										
16.	To the grant of Advance to contractors with finance concurrence before execution of work if the value of the tender exceeds Rs. 25crore.	Item 48 of financial code vol.I								
(i)	Mobilisation advance upto 10% of the contract value	Rly Bd.'s letter No.F(X)II/8 6/PW/6 dt.5.5.87	Full powers upto 10% of contract value.	Upto 10% of the contract value	Nil	Nil	Nil	Nil	Nil	Nil
(ii)	Advance against new Machinery & Plant: Upto 10% of contract value or 75% of the value of the new Machinery and Plant brought to the site of work whichever is less.	Rly Bd.'s letter No.F(X)II/8 6/PW/6 dt.5.5.87	Upto 10% of the contract value or 75% of the value of new machinery whichever is less	Nil	Nil	Nil	Nil	Nil	Nil	Nil
(iii)	Advance for accelerating the progress of work in special circumstances. Upto 5% of contract value or Rs.5 lakhs whichever is less	Rly Bd.'s letter No.F(X)II/8 6/PW/6 dt.5.5.87	Upto 5% of the contract value or Rs.5 lakhs whichever is less	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<p>NOTE:-</p> <p>1. In tenders for works which are capital intensive of a specialized nature, if the work warrants grants of advance suitable provisions should be included in tender conditions. The mobilization advance clause shall be restricted only to high value tenders of value Rs. 25 Crore and above each.</p> <p>2. All advances mentioned above shall carry an interest of 4.5% p.a. above the base rate of State Bank Of India, as effective on the date of approval of payment of the advance by the competent authority (Rly Board vide letter No.2007/CE-I/CT/18 Pt.2 dt.04.10.2012).</p> <p>3. The exercise of above powers will be subject to the conditions laid down in the para 1264 E.</p> <p>4. The advance granted to the contractors should be recovered in full from the on account bill by the time the value of the works reaches 75% of the original value of the contract. No advance must be given against old Plant and Machinery.</p> <p>5. Exercise of these powers is subject to value of the contracts being within their power of approval and acceptance.</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
17. (i)	To extend the date of completion of contract subject to the provision of para 1266-E & Provisions of GCC.	Para 445-S & 1266-E.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.	Full powers in respect of contracts for which contract agreement have been signed by them.
<p>Note : 1. Extension should be signed by the authority who had signed the original contract. 2. Finance concurrence for extension would be required in the following cases:- (a) Where no loss, no inconvenience cannot be certified. (b) Where contract was awarded on time preference basis. (c) Where PVC is inherent part of the contract and extension proposed is with PVC. 3. SG/JAG will have powers of waiver of penalty for contract agreements signed by Sr. Scale. 4. The competent authority while granting extension to the currency of contract under clause 17 (B) of GCC may also consider levy of token penalty as deemed fit based on the merits of the case. (Authority: Board's letter No. 2007/CE-I/CT/18 dated 28.09.2007).</p>											
(ii) (a)	Refund or forfeiture of Earnest money and security Deposit.	Para 1261-E and clause 62 of GCC. Boards letter no. 2003/CE-1/CT/4/Pt-1 dt. 12/16.05.2006(cl.1) of GCC)	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	NIL	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	NIL
Note: SG/JAG will have power for refund or forfeiture of Earnest Money and Security Deposit for contract agreement signed by Sr. Scale.											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRM	SG/JAG	Sr.Scale/Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
17 (ii) (b)	To impose or waive of penalty in terms of the conditions of contract	Para 1267-E and clause 62 of G.C.C. Boards letter no. 2007/CE-1/CT/18 dt. 28.09.2007	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Sr. Scale Full powers to impose penalty in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Full powers in respect of contract agreement signed by him	Sr. Scale Full powers to impose penalty in respect of contract agreement signed by him
<p>Note for (ii) (b):</p> <ol style="list-style-type: none"> 1. Finance concurrence is not necessary for imposing penalty in terms of GCC. 2. Finance concurrence is necessary for waiver of penalty only. 3. SG/JAG will have power for refund or forfeiture of Earnest Money and Security Deposit for contract agreement signed by Sr. Scale. 4. SG/JAG will have powers of waiver of penalty for contract agreements signed by Sr. Scale. 5. The competent authority while granting extension to the currency of contract under clause 17 (B) of GCC may also consider levy of token penalty as deemed fit based on the merits of the case. (Authority: Board's letter No. 2007/CE-1/CT/18 dated 28.09.2007). 											
(iii)	To terminate contract in accordance with the conditions of contract.	Para 1270 of Engg. code	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him	Full powers for contracts where contract agreement has been signed by him
<p>NOTE:-Notice for termination of contract can how ever be signed and issued by an authority other than contracting authority but not lower than a Sr. scale officer in terms of circular no. 74-W/24/Pt.V dt. 21.11.70</p> <ol style="list-style-type: none"> 1. The terminated contract should be closed finally in consultation with finance involving financial implications 2. The revocation of terminated contracts in terms of Rly. Board letter No. 99-CE1/CT/28 dtd. 24.5.2001. <ol style="list-style-type: none"> (a) Revival of the contract within 48 hours : The contract is alive till the notice of termination is issued. As such there is no need of its revival during this period. Notice may be withdrawn if the contractor is able to demonstrate his earnest intention to re-start the work to the satisfaction of the competent authority. (b) Revival of the contract after expiry of 48 hours and issue of termination notice : once the formal notice of termination had been issued, revival of the contract, even if on the same terms and conditions is possible only as a single tender and would require the observance of all relevant orders relating to such tenders. 											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/J AG	Sr.Scal e/ Jr.Scal e	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale / Jr.Scale
			4	5	6	7	8	9	10	11
18 (a).	Claims settled by arbitration award against any dispute arising out of a contract.	Item 36 of Railway board's letter No. F(X)II-2007/PW/4 dated 21.09.2007	Full powers upto their powers of acceptance with finance vetting of amount of award subject to the condition as under:	Nil	Nil	Nil	Nil	Nil	Nil	Nil
NOTE:- That the Railway Board should be informed of the details: (i) Where payment to a contractor as a result of the arbitrator's award exceeded by more than Rs. 50,000/- of the amount considered due by the Railway Administration before the arbitration proceeding began: (ii) Where deficiencies in the General Conditions of contract or procedure laid down by the Railway Board came to light.										
18(b) (i)	Payment of arbitration fee to railway officers acting as arbitrator	Railway board letter no E(G) 2010 HO 1/20 dated 11/9/2010 and F(X)II-2008/PW/6 dated 25/4/2013	Full Powers	Full Powers	Nil	Nil	Full Powers	Nil	Nil	Nil
18(b) (ii)	Payment of arbitration fee to retired railway officer upto Rs 75,000 per case	Para 33(b) of railway board letter no F(X)II-2008/PW/6 dated 15/10/2009	Full Powers	Upto Rs 50,000	Nil	Nil	Upto Rs 50,000	Upto Rs 50,000	Nil	Nil
18(b) (iii)	Payment of arbitration fee to private person upto Rs 25,000 per case	Para 33(a) of railway board letter no F(X)II-2008/PW/6 dated 15/10/2009	Full Powers	Full Powers	Nil	Nil	Full Powers	Nil	Nil	Nil
(b) (iv)	Payment of arbitration fee to arbitrator appointed by court	Note (ii) of para 33(a) of railway board letter no F(X)II-2008/PW/6 dated 15/10/2009	Full Powers	Full Powers	Nil	Nil	Full Powers	Nil	Nil	Nil

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scalle/Jr.Scalle	DRMs & CWMs	ADRs	SG/JAG	Sr.Scale / Jr.Scale	
			4	5	6	7	8	9	10	11	
19	Payments of claims decreed by court of Law with finance concurrence and duly vetted by Law.	Item 35(ii) of Financial code Chap.4 Board's L.No.F(X)II/86/PW /6 dt.5.5.87	Full powers subject to the condition that particular case involving expenditure of more than Rs.25,000 each should be reported to the Railway Board	Nil	Nil	Nil	Nil	DRMs – Rs. 20000/- per case subject to the condition that each case must be reported to HQrs. (Dy.GM Law) CWMs – Rs. 15000/- per case subject to the condition that each case must be reported to HQrs. (Dy.GM /Law)	Nil	Nil	Nil
NOTE: This power may be exercised by all departments.											
20	To fix the Imprest of each item of stores.	---	See item no. 10(b) of SOP on Miscellaneous matters								
NOTE:- All changes of quantity or items in the imprest shall be advised to the concerned Stores Depot and Accounts Officers prior accounts concurrence is necessary.											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRMs	SG/JAG	Sr.Scale/Jr.Scale
			4	5	6	7	8	9	10	11
21 (a)	Repairs to Motor Trolleys, Other petty/small Tools and Plants except Office Machinery / Appliances and motor vehicles.	Para 702E, 705F, 758F & 236F	Full power with Finance concurrence	Upto 10% of book value per annum in each case without Finance Concurrence	Upto 10% of book value per annum in each case without Finance Concurrence	Upto 5% of book value per annum in each case without Finance Concurrence	Full power with Finance concurrence	Upto 10% of book value per annum in each case without Finance Concurrence	Upto 10% of book value per annum in each case without Finance Concurrence	Upto 5% of book value per annum in each case without Finance Concurrence.
<p>NOTE:</p> <p>1. When sanction of higher authority is required then expenditure incurred by lower authority shall also be taken into consideration to determine annual ceiling limit.</p> <p>2. These are the powers for sanction of expenditure on repair/maintenance. Normal mode of tender/quotation/procurement under relevant provision of SOP to be under taken under the sanction of competent authority.</p>										

21 (b)	Repairs to Plant including machinery & procurement of spares incidental to repairs of plant with Finance concurrence. This should include payment to Service Engineers for fault, diagnosis, repairs etc. subject to availability of funds.	Para 702E, 705F, 758F & 236F	Full Power.	Upto Rs. 02 lakh in each case	Nil	Nil	Full Power	Upto Rs. 02 Lakh in each case	Sr.DME in the Divisions Dy.CME/W Dy.CEE/W in workshops and Dy CEs of all Engg. Workshops upto Rs. 50,000/- in each case	XEN/ All Engineering workshops Upto Rs.25,000/-
<p>NOTE: 1. Repair should not be carried out on single tender/quotation basis. Only normal procedure of tender/quotation should be followed.</p> <p>2. While inviting and accepting quotations item no. 12(a) of SOP on works matters should be referred to and all the provisions mentioned there in followed.</p>										
21 (c)	Incurring expenditure on diagnosis of fault of a machine/plant	Board's L.No. 98-BC-AP-4.2.3/97-97 dtd.	Nil	CWE – Upto Rs. 40000 in each case with finance concurrence	Nil	Nil	CWMs only: Upto Rs. 40000 in each case with finance	Nil	Nil	Nil

		13.4.99		subject to total expenditure not more than Rs. 2 lakhs per year.			concurrency subject to total expenditure not more than Rs. 2 lakhs per year.			
<p>NOTE:</p> <p>1.The above powers may be exercised subject to availability of funds.</p> <p>2. The shops where workshop in charges are in JAG, the powers will be exercised by CWE.</p>										

No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	Sr.Sc ale/ Jr.Sc ale	DRMs & CWMs	AD RM s	SG/ JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
22 (a)	Repair of costly hi-tech machines, with finance concurrence on single tender basis such as 1. All types of CNC machines 2. All special purpose machines like wheel press and 3. All machines costing over Rs. 1 crore.	Board's L.No. 98-BC/AP/4.2 .3/96-97 dated. 13.4.99	CME only: Upto Rs. 1 lakh per machine on single tender basis with OEMs only subject to a maximum expenditure of Rs. 5 lakhs per year. *	CWE Only: Upto Rs. 1 lakh per machine on single tender basis with OEMs only subject to a maximum expenditure of Rs. 5 lakhs per year. *	Nil	Nil	CWMs only: Upto Rs. 1 lakh per machine on single tender basis with OEMs only subject to a maximum expenditure of Rs. 5 lakhs per year.	Nil	Nil	Nil
<p>NOTE: 1. Where the workshop inc charges are in JAG, the powers can be exercised by CME/CWE.</p> <p>* 2. Power of CME and CWE to be exercised on such repairs will be Rs. 5 lakhs per year taken both together</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
23.	To sanction repairs to machines and rectification of stores supplied to Rly. by a firm subject to levy of necessary freight and deptt. Charges etc. with Finance concurrence		Full powers subject to recovery of actual charges incurred on repairs/rectification from the suppliers.	Full powers subject to recovery of actual charges incurred on repairs/rectification from the suppliers.	Full powers subject to recovery of actual charges incurred on repairs/rectification from the suppliers.	Nil	Nil	Nil	Nil	Nil	
24 (b)	Overhauling/Reconditioning/Repairs/To 'On Track Tie Tampers' and other Track Machines and For purchase of spare parts thereof.	Railway Board's letter No.78/WSC /TK/II dt.15.6.78 and 96/Track-III/TK/28 Dt.09.09.98 & 18.07.2006.	Full powers upto Rs. 4 lakh at a time in case of Purchase/Repair to Track Machine with Finance concurrence in each case	Full powers upto Rs.2 lakh at a time in case of purchase/repairs to Track Machine with finance concurrence in each case.	Nil	Nil	Nil	Nil	DY.CE/(TMC) Full powers upto Rs.1 lakh at a time in case of purchase/repairs to Track machine with annual ceiling limit of Rs. 30 lakhs.	XEN/AXEN (TMC) Upto Rs. .50,000 at a time in case of purchase/repairs in Track Machine with annual ceiling limit of Rs.20 lakhs.	
<p>Note:- for item No 24(b)</p> <ol style="list-style-type: none"> The above powers are subject to the conditions that a register showing the details of expenditure incurred on repairs on each case should be mentioned and shown to Associate Accounts as and when demanded by them to keep watch over the ceiling limit fixed above. The above powers for purchase of spare parts can only be exercised in the extreme urgency. Normally the procurement should be made through COS by placing indents. The annual year for the ceiling indicated above, should be w.e.f., 1st April to 31st March. The procurement of spare parts should not be in piece-meal to avoid finance concurrence. In regard to dispensing of tenders provisions in item No 1.13 of schedule of power should be followed. These powers must be used sparingly. Prior accounts concurrence is not necessary for repairs upto Rs 50,000/- in each case subject to the following: <ol style="list-style-type: none"> Quotations of 3 or more reputed firms are invited as provided for in the rules. A copy of the order when placed should be furnished to the accounts officer concerned with out delay and the details about the date of purchase /repairs carried out various occasions, with the bills. Reasonableness of the rate should be gone in to by the accepting authority. XEN's, AXEN's while exercising their powers should ensure that the items required frequently are procured on running contact basis from stores, so as to avoid frequent local purchase which could be at higher rates than the running contact rates. Spare parts incidental to repairs may be directly procured. If required, for fitment by Railway staff. This power may be exercised by XEN (TT) and above only. 											

10. Procurement of hydraulic and lubricating oils may be procured through direct purchase from market to avoid idling of machine.
11. The above powers also include PAC repairs/Procurement; however for signing of PAC the powers as given in SOP on Stores Matters, may be used. The provision for procurement as cited above should be utilized only in emergencies subjected to individual and overall ceiling limits
12. While inviting and accepting quotations item no.12 (a) of SOP on works matters should be referred to and all the provisions mentioned there in followed.

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
24 (c)	Overhauling/Reconditioning/Repairs to "Off Track Tie Tamper" and other small track machines and for purchase of spare parts thereof during emergencies.	Railway Board's letter No. 96/Track-III/TK/28 dated 09.09.98	Upto Rs. 1 lakh per breakdown with finance concurrence	Upto Rs. 1lakh per breakdown with finance concurrence.	Dy.CE/TMC upto Rs. 20,000/-per breakdown without Finance concurrence where purchase of PAC spares is not involved. Where purchase of PAC spares is involved, each PAC item costing more than Rs. 10,000/- should be purchased with prior Finance concurrence.	Nil	. DRM only Upto Rs. 1lakh per breakdown with finance concurrence.	Upto Rs. 1lakh per breakdown with finance concurrence.	Dy.CE/TMC upto Rs. 20,000/-per breakdown without Finance concurrence where purchase of PAC spares is not involved. Where purchase of PAC spares is involved, each PAC item costing more than Rs. 10,000/- should be purchased with prior Finance concurrence.	XEN/TMC Upto Rs. 10,000/- per breakdown without Finance concurrence. This excludes purchase of any PAC spares. Jr. Scale-Nil

<p>NOTE:- For item no. 24 (c)</p> <ol style="list-style-type: none"> Cases exceeding Rs. 1lakh would require AGM/GM's sanction with prior Finance concurrence. The annual ceiling limit for PHOD/CHOD, HOD/SAG, DRM, ADRM & Dy. CEs will be Rs. 10 lakh for the Railway. The overall annual ceiling for purchase/repairs using these powers will be Rs. 20 lakh for the Railway. The above powers are subject to the conditions that a register showing the details of expenditure incurred on repairs on each case should be maintained and ceilings should be monitored by CE/TMC. The above powers for purchase of spare parts can only be exercised in the extreme urgency. Normally the procurement should be made through COS by placing indent. The annual year for the ceiling indicated above, should be w.e.f., 1st April to 31st March. The procurement of spare parts should not be in piece-meal to avoid finance concurrence. In regard to dispensing of tenders provisions in item no. 12(a) of this SOP should be followed. These powers must be used sparingly. Reasonableness of the rate should be gone in to by the accepting authority. These powers will also be exercised by JAG in division who are in charge of maintenance and operations of the tie-tamping machines duly authorized by the Chief Engineer. XEN's while exercising their powers should ensure that the items required frequently are procured on running contract basis from stores, so as to avoid frequent local purchase which could be at higher rates than the running contract rates. Spare parts incidental to repairs may be directly procured. If required, for fitment by Railway staff. This power may be exercised by XEN (TT) & above only. Procurement of hydraulic and lubricating oils may be procured through direct purchase from market to avoid idling of machine. The provision for procurement as cited above should be utilized only in emergencies subject to individual and overall ceiling limits.. 													
Item No.	Particulars of Items	Authority	Extent of Powers Delegated to Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers						
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRMs	SG/JAG	Sr.Scale/Jr.Scale			
			4	5	6	7	8	9	10	11			
1	2	3	LAND AND BUILDING										
25.	To sanction expenditure with rules contained in the Indian Railways codes of any general or special order issued by Railway Board to higher authority on the following	Item 46 Annex-II Chap. V of financial code Vol. I Rly. Bd. Letter F(X)/II/97/PW/4 dated 16.9.97											
(i)	On the acquisition of land in connection with sanctioned estimates	Item No.46 of Annex.II Chap.V of Financial Code vol.II	Full Powers provided the total estimated cost of land is within his powers of sanction.	Full Powers provided the total estimated cost of land is within his	Nil	Nil	Full Powers provided the total estimated cost of land is within his powers of	Nil	Nil	Nil			

		Rly.Bd's letter no. F(X)/II/97/PW/4 dated 16.9.97		powers of sanction.			sanction.			
(ii)	To waive of ground rent of plots occupied by rejected store or sold materials and commercial plots at stations	Item No.46 of Annex.II Chap.V of Financial Code Vol.I Rly.Bd's letter no. F(X)/II/97/PW/4 dated 16.9.97	Full powers upto Rs.50,000 in each case with finance concurrence	Upto Rs.10,000 in each case with finance concurrence.	Nil	Nil	Nil	Nil	Nil	Nil
<p>NOTE:-</p> <ol style="list-style-type: none"> 1. These powers will be exercised in consultation with Finance. 2. The above powers will be exercised subject to the conditions laid down in Rly.Bd's letter No.83/W/2/LM/18/87 dt.17.9.85 										

Item No	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
26 (i)	To let out Railway Building on hire to persons or bodies working in the interest of Railway e.g., Railway co-operative societies, staff welfare organization etc.	Para 1960, 1962 to 1964-E	Full Powers with finance concurrence	Full Powers with finance concurrence	Nil	Nil	Full powers for renting of vacant Rly. Build-ing quarters not required for railway use to the public with the prior approval of GM.	Nil	Nil	Nil	
(ii)	Hiring of building for use as residence by Gazetted staff.	Para 1917-E Note under Item No6 of GM's powers laid down in financial code Vol.I	Full Powers in consultation with finance subject to the ceiling limit on rents prescribed by the Board from time to time in cities/towns specified by the Railway Board.	Full Powers in consultation with finance subject to the ceiling limit on rents prescribed by the Board from time to time in cities/towns specified by the Railway Board.	Nil	Nil	NIL	Nil	Nil	Nil	
NOTE:- The proposal for leasing of accommodation for Gazetted staff for any new locations for the first time should be sent to the Railway Board for final approval duly vetted by finance(Bd's letter No.73/W2/22/21/SE dt.20.08.1982).											

Item No	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
27.	To sanction expenditure on essential new works (other than replacement, repairs and maintenance) upto Rs.10,000 in any One officers bungalows provided the total amount for the Railway as a whole does not exceed Rs.3 lakhs for the financial year.	Bd's No.94/L M(B)/10 /8 dt.27.5. 94 para 1904 E	PHODs (Civil Engg. & Elect.only) upto Rs.10,000/- in any one officers bungalow provided total amount does not exceed Rs.3 lakhs for the financial year with finance concurrence	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
NOTE:- To ensure that the overall ceiling of Rs.3,00,000 is not exceeded, all cases should be got entered in a register to be maintained by Supdt.(works) Before obtaining sanction of the competent authority each case will be endorsed by Supdt.(Works) as admissible.											
28.	To change the classification of Railway Building for purposes of rent with finance concurrence. a) From residential to non-residential and vice versa. b) From those intended for establishment of one class to those intended for establishment of other class.	Para 1902, 1904 & 1967-E	PHOD(Civil Engg Only) (a) & (b)-Full powers subject to the restrictions laid down in para 1903 & 1904-E and classification made by the Railway Bd.in their letter No.53-W/191 dt.9.12.53 53-W/191 dt.3.10.55 and 65/W2/QR/129 dt.22.11.67	HODs (Civil Engg. Only) PHOD(Civil Engg Only) (a) & (b)-Full powers subject to the restrictions laid down in para 1903 & 1904-E and classification made by the Railway Bd. in their letter No.53-W/191 dt.9.12.53 53-W/191 dt.3.10.55 and 65/W2/QR/129 dt.22.11.67	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to								
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers				
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale	
1	2	3	4	5	6	7	8	9	10	11	
29.	To sanction payment of rent rates and taxes of building occupied as offices.	Note under finance code para 1040	Full Powers	Full Powers	Full Powers	Nil	Full powers	Full Powers	Full Powers	Nil	
30. (i)	Sale of any Railway Assets other than a portion of Railway stock costing upto Rs.3 lakhs in each case in consultation with finance.	Item 41 of Annex.I I-Ch.V Rly.Bd's letter No.F(X) II/86/P W/6 dt.5.5.87	Upto Rs.3 lakhs in each case.	Upto Rs. 1 lakh in each case	Nil	Nil	Nil	Nil	Nil	Nil	
(ii)	To sanction sale of brick bats, old bed and coping stone at Bridge to outsiders with Finance concurrence	-	Full Powers	Full Powers	Full Powers	Upto Rs.5 lakhs	Full Powers	Full powers	Full powers	Nil	
(iii)	To sanction and accept tender for sale of abandoned /redundant structures that have out lived economic/codal life and /or have fallen into disuse as per joint procedure order No.7-W/O/Pt.XI(Policy) dt17.4.96 in consultation with finance.		Full powers within his powers of sanction	Nil	Nil	Nil	Full powers within his powers of sanction	Nil	Nil	Nil	
<p>NOTE:- There should be no sale for the following item without the prior sanction of Railway Board. Any portion of Railway Line. Any Item of authorized rolling stock or Any other Railway Asset costing over Rs.3 lakhs. However, the limit of Rs.3 lakhs would not be applied to above delegation of powers.</p>											

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
MISCELLANEOUS										
31.	To write off irrecoverable losses of cash stores (including Coal, Tools & Plants, dead stock, etc.) and inefficient balance under suspense head	Item No. 44 Annexure II Ch.V of financial Code Vol.V Railway Board's letter no. F(X)/II/97/P W/4 dated 16.9.97	See Item No. 30 of SOP on Miscellaneous matters.							
32.	To sanction payment of compensation for damage to private properties in connection with surveys.	Item No. 44 Annexure II Ch.V of financial Code Vol.V Railway Board's letter no. F(X)/II/97/P W/4 dated 16.9.97	Upto Rs. 5000/- in each case with finance concurrence.	Upto Rs. 5000/- in each case with finance concurrence.	Upto Rs. 1000/- in each case with finance concurrence.	Nil	Nil	Nil	Nil	Nil
33.	To issue plant from Engg. Plant reserve works and to transfer plant released from work direct from one work to another on this railway and on loan to other railways, Govt. Deptt. Or private parties, with finance concurrence.	Para – 1906 & 1921-S Board's letter no. 64/WE/CT/5 dated 27.3.67 and 23.2.80	Full powers for issue of plant from Engg. Plant reserve to other railways Govt. Deptt. Or Private parties.	Full powers for issue of plant from Engg. Plant reserve to other railways Govt. Deptt. Or Private parties.	Full powers for issue of plant from Engg. Plant reserve to Northern Railway	Nil	Nil	Nil	Nil	Nil

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
34 (a)	Supply of water to railway by outsiders.	Board's letter no. 74-EB/3000, dated 14.1.75	Nil	Nil	Nil	Nil	(a) Full powers in consultation with finance. (b) Upto Rs. 1 lakh per case /situation without finance concurrence in emergent situations	(a) Full powers in consultation with finance. (b) Upto Rs. 1 lakh per case /situation without finance concurrence in emergent situations	(a) Full powers in consultation with finance. (b) Upto Rs. 50,000/- per case /situation without finance concurrence in emergent situations	Nil
<p>NOTE:-</p> <p>1. Agreement duly vetted by finance if it is not on standard form should be executed with the party.</p> <p>2. While inviting and accepting quotations item no.12(a) of SOP on works matters should be referred to and all the provisions mentioned there in followed</p>										
34 (b)	Water tap connection to outsiders including Railway Contractors doing Railway work.	Board's No.74-EB/3000 dt.14.1.75	Nil	Nil	Nil	Nil	i) Full powers as per contract conditions ii) Powers to provide water connection to outsiders rests with AGM	Full powers as per contract conditions ii)NIL.	Full powers as per contract conditions ii)NIL	Nil

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/CHODs	HODs/SAG	SG/JAG	Sr.Scale/Jr.Scale	DRMs & CWMs	ADRMs	SG/JAG	Sr.Scale/Jr.Scale
			4	5	6	7	8	9	10	11
34 (c)	To sanction temporary electrical connections for lighting in Railway Institutes. Houses of Railway Employees and at other places in Railway area on special occasion		Full Power	Full Power	Full Power	Full Power upto Rs. 5000 in each case, Jr. scale Nil	Full Power	Full Power	Full Power	Full Power upto Rs. 5000 in each case, Jr. scale - Nil
Note: For item no. 34 (c): 1. Other than DRM and ADRM these powers can be exercised by officers of Electrical Deptt. Only. 2. The estimated cost duly verified by the accounts should be deposited by the party before commencement of the work.										
34 (d)	(i) To sanction electrical connection to stalls of Railway contractors including vending contractors at Railway station. (ii) To sanction temporary electric connection for short duration to contractors in execution of Railway work in railway Premises.	Item No.52 of GM's SOP	Full Power	Full Power	Nil	Nil	Full Power	Full Power	Nil	Nil
			Full Power	Full Power	Nil	Nil	Full Power	Full Power	Nil	Nil
Note for item no. 34 (d) 1. Condition laid down against item 52 of GM's SOP should be followed. 2. Finance concurrence is necessary. 3. Temporary connection for more than 6 months will require the sanction of G.M. 4. Supply should be restricted to bonafide requirement. 5. The power should be utilised in inescapable circumstances. 6. The estimated cost of the work duly verified by the Accounts should be deposited by the contractor before commencement of the work. 7. The energy consumption charges will be intimated by the Sr. DEE/DEE to the concerned Sr. DEN/DEN who will recover the same from the contractor. The powers at Headquarter will be exercised by Elec. Deptt.										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale / Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
1	2	3	4	5	6	7	8	9	10	11
35 (a)	Lease by public or tender of usufruct of trees & sale of live and dead trees.	Board's No.74-EB/3000 dt.14.1.75	Nil	Nil	Nil	Nil	Full powers.	Full Powers.	Full Powers.	Full Powers
(b)	Right for fishing in ditches etc. In Railway limits.	Board's No.74-EB/3000 dt.14.1.75	Nil	Nil	Nil	Nil	Full Powers	Full Powers	Full Powers	Full powers
(c)	To cut grass etc. In Railway limits.	Board's No.74-EB/3000 dt. 14.1.75	Nil	Nil	Nil	Nil	Full Powers	Full Powers	Full Powers	Full Powers
<p>NOTE:-</p> <p>1. These powers are to be exercised in consultation with finance.</p> <p>2. In respect of lease of right of fishing the first preference should be given to Fisherman's Co-operative Societies formed by Railwaymen. If no such society exists, the second preference should be given to other Fisherman's Co-operative Societies only if no such society also exists it should be done by open public auction or by tender.</p> <p>3. DRMs will have full powers to settle dispute if any between the Railway and Licensee of Fishing right. Authority Board's letter No.81/W2/18/117 dt.19.1.87.</p>										
(d)	Purchase of saplings for tree plantation with finance concurrence		Full Power	Full Power	Upto Rs. 03 lakh	Nil	Full Power	Full Power	Upto Rs. 03 lakh	Sr.Scale Upto Rs.50,000/-
<p>NOTE: i) The above powers are to be exercised on one time basis during the plantations.</p> <p>ii) The procurement of saplings should be made from the Government Nurseries.</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Scale/ Jr.Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale / Jr.Scale
			4	5	6	7	8	9	10	11
36.	Hire of Plant and Machinery from outsiders or Govt. Bodies in case of emergency		Full Power with finance concurrence.	Full Power with finance concurrence	Nil	Nil	Full Power with finance concurrence.	Full Power with finance concurrence	Nil	Nil
37 (i)	Hiring of Trucks for PWIs & BRIs for transportation of Railway materials with finance concurrence	Railway Board letters No. 2002/CE-II/Genl./1 dated 27.5.2002 & 27.12.2002	Full powers	Full Powers To CBE for Bridge Organisation	Nil	Nil	Full powers	Nil	Nil	Nil
37 (i) (a)	Hiring of Trucks for transportation of springs with finance concurrence		Nil	Nil	Nil	Nil	Only CWM/RSK/ST LI For powers	Nil	Nil	Nil
37 (ii)	Hiring of Inspection vehicles for field officers in construction projects with finance concurrence against provisions made in the sanctioned estimates,	Railway Board letters No. 2002/CE-II/Genl./1 dated 27.5.2002	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<p>Note: GM may accord permission with finance concurrence to hiring of vehicles with the following stipulations.</p> <p>(i) Provision exists in the sanctioned estimate</p> <p>(ii) The vehicle will not be used in the Zonal Railway HQ Office.</p> <p>(iii) The officer who has used the vehicle will certify the bills at the end of the month.</p> <p>(iv) Once hiring is resorted to the relevant provision in the estimate should be considered as exhausted.</p> <p>(v) The vehicle hired in all cases will be Jeep/Gypsy/Tata Sumo.</p>										

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/ JAG	Sr.Scale/ Jr.Scale	DRMs & CWMS	ADRM	SG/ JAG	Sr.Scale/ Jr.Scale
			4	5	6	7	8	9	10	11
38.	To grant permission for way leave facilities/easement right on Railway land for:	Railway Board's letter No.97/LM(L)24/3 dated 27.11.2001 & dated 01.09.2014.	Note: (1) Decision for granting way leave facilities may be taken by DRM(Without any further delegation) in consultation with divisional associate finance. (2) For detailed guidelines please refer to railway boards letter quoted as authority.							
I.	Passage/pathway on/across railway land (upto 1 mtr. Wide) for pedestrians, cyclists etc.									
(a)	Water pipeline xing for cultivation by individuals farmers.									
(b)	Electric lines xing for individual houses shops, etc (both underground and overhead).									
(c)	Water/Sewage pipelines crossing for individual upto 300 mm dia.									
(d)	Electrical crossing by state electricity boards and central agencies.									
(e)	In case of ROB/BUB which are under taken on deposit terms and do not involve closure of level crossing ---- for the portion of ROB/RUB lying over/below the Railway track as the case may be, and also new level crossings.									
(f)	II. Passage/Road for vehicles, Scooters etc. (i.e. between 1m. to 3 m. wde) by individuals, housing societies , private firms, organizations etc.									
(a)	Public roads by local bodies/ State govt./govt. & autonomous bodies. Charitable and welfare organizations.									
(b)	Under ground water /sewage/effluent pipelines.									
(c)	Under ground /overhead electrical crossing other than covered under 1(c) above, and other than for cable TV/OFC.									
(d)	III Open drains and over ground water/ sewage /oil/gas/effluents pipelines by private parties (including public sector undertakings.)									
(a)	Under ground oil/gas/pipelines.									
(b)	IV. Under gound /overhead cables and aligments including track crossing in favour of Department of Telecommunications/BSNL/MTNL/VSNL. This includes laying of optic fibre cable (OFC)									

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr. Scale/ Jr. Scale	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
39.	To sanction expenditure on testing charges of steel, concrete cubes, ballast, soil, etc. from Govt. Institutions/ Govt. approved Laboratories with prior finance concurrence.	-	Full Power	Full Power	Upto Rs. 02 Lakh in each case	Nil	Full Power	Rs. 1,00,000/- in each case	Rs. 50,000/- in each case	Nil
40.	Electrical & Telegraph Crossings, etc.	-								
(a)	To enter into contract and to execute and review them for the crossing of railway land and tracks in connection with doubling restoration and new lines, etc.	-	Full Powers	Full Powers	Full Powers	Nil	Full Powers	Nil	Nil	Nil
(b)	To accept estimates and arrange advance of payment in connection with the shifting of lines crossing railway land and tracks in connection with execution of railway work.	-	Full powers to accept estimates and advance within his powers of sanction a) upto Rs. 1,00,000/- without finance concurrence b) Beyond Rs. 1,00,000/- with finance concurrence	Full powers to accept estimates and advance within his powers of sanction a) upto Rs. 50000/- without finance concurrence b) Beyond Rs. 50000/- with finance concurrence.	Full powers to accept estimates and advance within his powers of sanction a) upto Rs. 50000/- without finance concurrence b) Beyond Rs. 50000/- with finance concurrence.	Nil	Full powers to accept estimates and advance within his powers of sanction a) upto Rs. 50000/- without finance concurrence b) Beyond Rs. 50000/- with finance concurrence.	Nil	Nil	Nil

Item No.	Particulars of Items	Authority	Extent of Powers Delegated to							
			Headquarters Officers of open line & construction				Divisional/Extra Divisional Units/Construction officers			
			PHODs/ CHODs	HODs/ SAG	SG/JAG	Sr.Sca le/ Jr.Sca le	DRMs & CWMs	ADRMs	SG/ JAG	Sr.Scale/ Jr.Scale
1	2	3	4	5	6	7	8	9	10	11
41.	Reappropriation within the grants subject to the restriction imposed, by extant order of Railway Board.	377 & 381 F1	Re appropriations are to be carried out as per the instructions contained in railway boards letter no. 2011-B-174 dtd.11.06.2012 and 2012-B-200/WBG dtd.12.06.2012. Powers are to be exercised by GM personally with the concurrence of associate finance.							
42	Compensation of cutting of trees of private parties (obstructing the view of railway signals, level crossing etc.) and damage to crops other properties in the course of execution of railway work.	Section 35 & 36 of Land Acquisition Act. 1894.	Full Powers. CEE – Full powers in respect of cutting/ trimming of trees connected with protection of OHE.	Upto 50000/- in each case.	Nil	Nil	Upto 50000/- in each case.	Upto 50000/- in each case.	Upto 10000/- in each case.	Nil
Note – Finance concurrence is necessary beyond Rs 10000/- in each case. Stipulations and procedure given under section 35 & 36 of Land Acquisition Act. 1894 shall be followed scrupulously.										