

EXTENT OF POWERS DELEGATED TO

S.N.		Particulars		EXTENT OF POWERS DELEGATED TO						
				HEAD QUARTERS OFFICERS			DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM,s/HOD	Dy.CCM,s	SCM	DRM	ADRM/CTM	Sr.DCM	DCM
10	(i)	Based on W.Rly. SOP	Full powers upto Rs 8 crores in each case, subject to finance concurrence	CCM(FM)/CCM/C&PS upto Rs. 2 crores in each case, subject to finance concurrence	NIL	NIL	upto Rs. 2 crores in each case, subject to finance concurrence	upto Rs. 1.5 crores in each case, subject to finance concurrence	upto Rs. 40 lakhs in each case, subject to finance concurrence	NIL
	(ii)	Based on W.Rly. SOP	CCM upto Rs 8 crores in each case	CCM(FM) / CCM /C&PS upto Rs 1 crores in each case	NIL	NIL	upto Rs. 2 crores in each case	upto Rs. 75 lakhs in each case	upto Rs. 50 lakhs in each case	NIL

NOTE-

- (i) The tenders costing more than Rs. 2 crores will be processed based on vetted estimate at HQ level.
- (ii) While awarding handling contracts to cooperative societies and others Rly. Bd. Instructions conveyed vide letter No. 78E (coop).14/2 dated 8.9.78 and all other relevant instructions must be strictly followed. These contracts must be awarded as per recommendations of three officers committee including a finance officer Expenditure should be incurred with due regard to budgetary constraints.
- (iii) Formation of Tender Committee for handling contract applicable only to Divisions will be as given below.

Value of contract	Division			Accepting authority
	Member Commercial	Member Finance	Other Member	
Up to Rs. 40 lakhs	Sr. Scale	Sr. Scale	Sr. Scale	JAG
Above Rs. 40 lakhs up to Rs 1.5 Crores	JAG	JAG	JAG	SAG (ADRM & CTM)
Above Rs 1.5 crore Upto 2 crores	JAG	JAG	JAG	DRM


(IV) For value above Rs.2 Crores the constitution of Tender Committee at HQ level would be as under

Value of contract	Head Quarters			Accepting authority
	Member Commercial	Member Finance	Other Member	
Above Rs. 2 Cr. Upto Rs. 8 Cr.	SAG	SAG	SAG	PHOD/CHOD
Above Rs. 8 Cr.	PHOD/CHOD	PHOD/CHOD	SAG	GM


Dycom/s

Sub:- Proposal for Modification in item No- 12 (i) & 12 (ii)/ Commercial matters of SOP/ NCR, Commercial department.

SN	Particulars	EXTENT OF POWERS DELEGATED TO								
		HEAD QUARTERS OFFICERS					DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy.CCM's	SCM	DRM	ADRM	Sr. DCM	DCM
12 (i)	<p>Invitation/ acceptance of advertised tenders for matters necessary or incidental to traffic working with prior finance concurrence for cost involved and specific availability of funds for the following items:-</p> <p>a) Contracts for washing/dry cleaning of linen (bedrolls, retiring rooms and rest house)etc.</p> <p>b) Maintenance and upkeep of toilets, retiring rooms, clock rooms, circulating area of PRS locations transportation of garbage.</p> <p>Road bridging contracts for parcel and goods with finance concurrence and subject to party bearing the cost of road bridging.</p>	<p>Proposal Justification at SN 27/1-2, 34 & 37 of HQ file no. 53.C/SOP/A mendement/ 07</p>	<p>Full powers up to Rs. 10 Crore</p>	NIL	NIL	NIL	<p>Full powers upto Rs.6 crore in each case.</p>	<p>Full powers upto Rs.3 crore in each case.</p>	<p>Full powers upto Rs.01 crore in each case.</p>	<p>Full powers upto Rs.50 lakh per case.</p>
12 (ii)	<p>Invitation /Acceptance of advertised tenders for matters necessary or invitation to operation cleanliness with prior finance concurrence and specific availability of funds for the following items:</p> <p>i) Pest Control Contracts</p> <p>ii) Specialized Contracts involving large components of mechanized cleaning.</p> <p>iii) Contracting one time cleaning of any area.</p>	<p>Board's letter No. 99/FG-IV/ Sanitation Policy Dated 05.11.2002 & Proposal Justification at SN 27/1-2, 34 of HQ file no. 53 C/SOP/ Amendemen t/07.</p>	<p>Full powers up to Rs. 10 Crore</p>	NIL	NIL	NIL	<p>Full powers upto Rs.6 crore in each case.</p>	<p>Full powers upto Rs.3 crore in each case.</p>	<p>Full powers upto Rs.01 crore in each case.</p>	<p>Full powers upto Rs.50 lakh per case.</p>


 Dy CCM/15

no:- r proposal for modification in item no- 12 (i), 12 (ii) & 12 (iii)/ Commercial matters of SOP/ NCR, Commercial department.

SN	Particulars	EXTENT OF POWERS DELEGATED TO								
		HEAD QUARTERS OFFICERS					DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy.CCM's	SCM	DRM	ADRM/ CTM	Sr. DCM	DCM

CONSTITUTION OF TENDER COMMITTEE FOR ITEM NO. 12(i) & (ii) OF COMMERCIAL MATTERS

Head Quarters				
Value of contract	Member Commercial	Member Finance	Member Other	Accepting Authority
Above Rs. 6 crore and up to Rs. 10 crore	SAG	SAG	SAG	PHOD/ CHOD
Above Rs. 10 crore and up to Rs. 15 crore	PHOD/ CHOD	SAG	PHOD/ CHOD	GM
Above Rs. 15 Crore	PHOD/ CHOD	PHOD/ CHOD	PHOD/ CHOD	GM
DIVISION				
Upto Rs. 50 lakhs	Jr. Scale	Jr. Scale	Jr. Scale	Sr. Scale/JAG
Above Rs.50 lakh & upto Rs.1 crore	Sr. Scale	Jr. Scale	Sr. Scale	JAG
Above Rs.1 Crore & upto Rs. 03 crore	JAG	Sr.Scale	JAG	ADRM
Above Rs. 03 Crore & upto Rs. 6 Crore	JAG	JAG	JAG	DRM

Sub:- Proposal for Modification in item No- 12 (i), 12 (ii) & 12 (iii)/ Commercial matters of SOP/ NCR, Commercial department.

SN	Particulars	EXTENT OF POWERS DELEGATED TO								
		HEAD QUARTERS OFFICERS					DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy.CCM's	SCM	DRM	ADRM/ CTM	Sr. DCM	DCM

12 (iii)	Purchase of tools and plants required for carrying out various sanitation related activities such as : Pest control contracts, Granting specialized contracts involving large components of mechanized cleaning, Powers for contracting one time cleaning of any area etc.	Board's letter No.99/TG-IV/10/Sanitati on Policy dated 05.11.2002 (Commerci al Circular No 99 of 2002)	NIL	NIL	NIL	NIL	Rs. 5 lakh in each case	Rs. 2 lakh in each case	Rs. 1 lakh in each case	Rs. 50,000 in each case
----------	--	--	-----	-----	-----	-----	-------------------------	-------------------------	-------------------------	-------------------------

(Handwritten signature)
Dy. Commr

Sub:- Proposal for Modification in item No- 14/ Commercial matters of SOP/ NCR, Commercial department.

		EXTENT OF POWERS DELEGATED TO								
SN	Particulars	HEAD QUARTERS OFFICERS				DIVISIONAL OFFICERS				
		Authority	CCM PHOD/CHO D	CCM's HOD	Dy.CCM 's	SCM	DRM	ADRM/ CTM	Sr. DCM	DCM
14	Contracts for emergency stitching of uniform for TTEs, TS, Catering staff, Special Action group people, etc. with finance concurrence and specific availability of funds.	Proposal Justification at S.N. 59 of HQ file No.C/SOP/Coml/NCR/06	Full powers up to Rs. 2 lakh	NIL	NIL	NIL	Full powers upto Rs.1000/- per case and upto Rs.1 lakh in a year.	Full powers upto Rs.1000/- per case and upto Rs.50,000/- in a year.	NIL	NIL

Revised SOP issued on 07.04.2015


 Dy ccm/G

SN	Particulars	EXTENT OF POWERS DELEGATED TO								
		HEAD QUARTERS OFFICERS						DIVISIONAL OFFICERS		
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy.CCM's	SCM	DRM	ADRM/CTM	Sr.DCM	DCM
16	Repairs of parcel handling equipment (including Cranes, Tow Trucks, Parcel Platform trolleys trucks, Tools and Plants etc.) with finance concurrence for amount exceeding Rs. 20,000/-and above	File No. 2003/Comml./M&R/132/parcel Contract	Full power Up to Rs. 2 Lakh per case	Full power Up to Rs. 2 Lakh per case	NIL	NIL	Full powers up to Rs. 50,000/- per case	Full powers up to Rs. 25,000/- per case	Full powers up to Rs. 15,000/- per case	Full powers up to Rs. 10,000/- per case

Note:-Repair should be carried out by obtaining in minimum of three quotations or through authorized dealers.

Revised SOP issued on 07.04.2015

New Item

SN	Particulars	EXTENT OF POWERS DELEGATED TO									
		HEAD QUARTERS OFFICERS							DIVISIONAL OFFICERS		
		Authority	CCM PHOD/CHOD	CCM's HOD/ SAG	Dy.HOD's	SCM	ACM	DRM	ADRM/CTM	Sr.DCM	DCM
1.	(a) Refund under freight incentive scheme	Para 1.6 of Rates Master circular No. FIS/2014/0(Railway Board Letter No.TCR/1078/2014/02 dated 13.06.2014)	Full power	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL


Revised SOP issued on 07.04.2015

Dy CCM/9

Sub:- Proposal for Modification in item No- 17 (b) / Commercial matters of SOP/ NCR, Commercial department.

EXTENT OF POWERS DELEGATED TO										
SN	Particulars	HEAD QUARTERS OFFICERS					DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy. CCM's	SCM	DRM	ADRM/ CTM	Sr. DCM	DCM
17	(b) Annual maintenance contract for systems, Data Com-equipments and electrical equipments for PRS/UTS/SPTM/Passenger Amenities like RAPID Board, Token system, and Train Enquiry system (including single quotation from authorised dealers) with finance concurrence.	Item No. 1(b) of SOP on IT Matters	Upto Rs.5 lakh per item per annum	NIL	NIL	NIL	Upto Rs.5 lakh per item per annum	NIL	NIL	NIL

Revised SOP issued on 07.04.2015


Dy CEM/G

Sub:- Proposal for Modification in item No- 17 (b) (ii)/ Commercial matters of SOP/ NCR, Commercial department.

SN	Particulars	EXTENT OF POWERS DELEGATED TO							
		HEAD QUARTERS OFFICERS				DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CHOD	CCM's HOD	Dy.CC M's	SCM	DRM	ADRM/ CTM	Sr. DCM
17	(b) (ii) Battery for UPS, Ribbon and re-inking	As per item no. 40 of SOP on Store (i) – Purchase matters.							


Dy com/6

Sub:- Modification & Addition in Item No. 19 of NCR SOP in Commercial Matters

SN	Particulars	EXTENT OF POWERS DELEGATED								
		HEAD QUARTERS OFFICERS			DIVISIONAL OFFICERS					
		Authority	CCM/ (PHOD/ Coordination CHOD)	Concerned SAG office of Commercial Deptt.	DRM	ADRM	Sr. DCM	DCM/		
19 (a)	Fixation of rates per sq. ft. for various media of commercial publicity contracts.	Proposed	Sr.DCM/DCM is the competent authority with the concurrence of divisional finance and the approval of DRM in terms of Rly. Board's letter No 2004/ TGIV/ 39/ 17/ Rates dated 05/10/04 (Commercial Circular 34/2004)	-	-	-	-	-	-	
19 (b)	Fixation of Reserve price to all audio visual media including advertisement spaces available at stations, on Passenger carrying trains(exterior, interiors, on board), on wagons, on PRS/UTS tickets, etc.		Board's letter No 2012/TGIV/11/40 dated 01/07/2014(Commercial Circular No. 29/2014) & Board's letter No. 2007/TG-IV/39/22/SOP dated 14/08/07 (Commercial Circular No. 74 of 2007)	Above Rs. 15 Crore and up to Rs. 40 Crore.	Above Rs.10 Crore and up to Rs. 15 Crore.	Above Rs. 5 Crore and up to Rs. 10 Cr.	Above Rs. 1 Crore and up to Rs. 5 Crore	Above Rs. 30 lakh and up to Rs. 1 Crore	Up to Rs. 30 lakh	
19 (c)	Awarding / extension of publicity contracts.	Proposed	DRM/ADRM at Divisional level and GM/CCM at the Zonal level is the competent authority in terms of Rly. Board's letter No. 2007/TG-IV/ 39 /22/ SOP dated 14/08/07 (Commercial Circular No. 74 of 2007)	Above Rs. 15 Crore and up to Rs. 40 Crore.	Above Rs.10 Crore and up to Rs. 15 Crore.	Above Rs. 5 Crore and up to Rs. 10 Crore.	Above Rs. 1 Crore and up to Rs. 5 Crore	Above Rs. 30 lakh and up to Rs. 1 Crore	Up to Rs. 30 lakh	
<p align="center">Note:</p> <p>i. Provisions contained in Railway Board's letter No. 2012/TGIV/11/40 dated 01/07/2014 Commercial Circular No. 29 of 2014 should be strictly followed .</p> <p>ii. Contracts must be awarded on the recommendation of a duly constituted tender committee. Level of TC as per Rly. Board's letter No. 2007/TG-IV/ 39/22/SOP dated 14/08/2007 (Commercial Circular No. 74 of 2007) .</p> <p>iii. Prior finance vetting of reserve price must be obtained.</p> <p>iv. Agreement must have prior finance vetting.</p> <p>v. Only in cases where new contract is not finalized due to unavoidable circumstances , the existing contract shall be considered for extension for a period of six months at a time and maximum up to one year subject to the willingness of the party subject to approval of DRM / ADRM and GM/CCM.</p>										


Revised SOP issued on 07.04.2015


 Dy Com/9

Sub: - Proposal for Modification in item No- 24/ Commercial matters of SOP/ NCR, Commercial department.

SN	Particulars	EXTENT OF POWERS DELEGATED TO								
		HEAD QUARTERS OFFICERS					DIVISIONAL OFFICERS			
		Authority	CCM PHOD/CH OD	CCM's HOD	Dy.CCM's	SCM	DRM	ADRM/CTM	Sr. DCM	DCM
24	Hiring Buses/Taxis for ticket checking and other exigencies through open tender with prior finance concurrence.	Correction Slip No. 4 of SOP on Commercial Matter Dt. 05/9/08.	Full powers up to Rs. 5 lakh per month (Ceiling limit is Rs.60 lakhs per annum)	Up to Rs.75,000/- per month	Up to Rs.25,000 per month	NIL	Up to Rs.2 lakhs per month (Ceiling limit is Rs.24 lakhs per annum)	Up to Rs.75,000/- per month	Up to Rs.50,000/- per month	NIL

Revised SOP issued on 07.04.2015


Dy CCM/G

Sub :- Modification & addition in item no. (1) catering SOP matters /commercial deptt. of NCR

Item No:	Particulars of Item	Authority	Extent of POWERS delegated to Headquarters' Office				Extent of POWERS delegated to Divisional Office			
			CCM	CCM/C&PS	DyCCM	SCM/ACM	DRM	ADM	SrDCM/DyCTM	DCM/ACM
1.	(i) To fix tariff of article and menu & recipe of A-la-Carte items for static and mobile units (trains other than Rajdhani, Shatabdi, DurontoExp trains and items sold through catering establishment in station premises other than Standardized meals, tea & coffee.	Rly Bd's letter no: 2010/TG-III/631/1, dated 19.9.11	Full Power	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	(ii) To fix tariff of article and menu & recipe of <u>local delicacies</u> .	Para 2807 (b) of IRCM vol.II	Full Power	Nil	Nil	Nil	Full Power	Nil	Nil	Nil
<p>Note: (1) The menu & tariff of A-la-Carte items has been finalised by a committee of 4 CCM/Catering and has been implemented in NCR with the approval of CCM's order dated 21.03.2012, File no. C-64/Catering/tariff/NCR/HQ.</p> <p>(2) To fix the menu and tariff of any new item or any revision in the food cost percentage, the proposal will be examined by a committee of SAG officers of commercial and accounts departments and will be approved by CCM</p> <p>(3) For item # 1-ii, Concurrence of Associate Finance will be essential for fixing the tariff of local delicacies.</p>										

Revised SOP issued on 07.04.2015


Dy. commr/s

Sub :- Modification & addition in item no. (6 a) catering SOP matters / Commercial deptt. of NCR

Item No:	Particulars of Item	Authority	Extent of POWERS delegated to <u>Headquarters' Office</u>				Extent of POWERS delegated to <u>Divisional Office</u>			
			CCM	CCM/C&PS	DyCCM	SCM/ACM	DRM	ADRM	SrDCM/DyCTM	DCM/ACM
6(a)	Approval of quantity/sanction of estimate for catering consumables like perishable items such as vegetables, eggs, meat, poultry, milk, curd fruits etc, proprietary items, catering raw material such as grains, pulses, rice, spices, cooking oil, tinned provisions, tea, flour, sugar, maida, besan, fuel etc, and other raw material to be used for preparation of food items in Departmental Catering Units.	Store matters SOP para 1 & 40	Upto 10 lakhs for each item per case	Up to Rs. 3 lakh for each item per case	Up to Rs. 1 lakh for each item per case	Nil	Up to Rs. 3 lakh for each item per case	Up to Rs. 2 lakh for each item per case	Up to Rs. 1 lakh for each item per case	Nil
<p>Note for 6(a) (i) : For purchases through tendering process, tender Accepting authority (as per Annexure 'A') will also be the Competent Authority for approval of quantity and sanction of estimate.</p> <p>(ii) Compliance of local purchase rules should be ensured.</p> <p>(iii) Limits prescribed under item no. 40 of SOP on store matters shall be followed.</p>										

Revised SOP issued on 07.04.2015


 Dy CCM/S

Sub :- Modification & addition in item no. (7 A-i) catering SOP matters /commercial deptt. of NCR

Item No:	Particulars of Item	Authority	Extent of POWERS delegated to <u>Headquarters' Office</u>				Extent of POWERS delegated to <u>Divisional Office</u>			
			CCM	CCM/C&PS	DyCCM	SCM/ ACM	DRM	ADRM	SrDCM/ DyCTM	DCM/ ACM
7.A-i	For purchase of catering consumables/ perishables items, invitation/ acceptance of open tenders- <u>Advertised Tenders</u>	Commercial manual Volume -II, para 2839 to 2840	Up to Rs. 10 crores per case	Up to Rs. 3 crores per case	Up to Rs. 30 lakh per case	Up to Rs. 5 lakh per case to Sr. Scale	Up to Rs. 8 crores per case	Up to Rs. 3 crores per case	Up to Rs. 30 lakh per case	Up to Rs. 5 lakh per case to Sr. Scale

Revised SOP issued on 07.04.2015


Dy CCM/G

Sub :- Modification & addition in item no. (10) catering SOP matters /commercial deptt. of NCR

Item No.	Particulars of Item	Authority	Extent of POWERS delegated to <i>Headquarters' Office</i>				Extent of POWERS delegated to <i>Divisional Office</i>			
			CCM	CCM/C&PS	DyCCM	SCM/ ACM	DRM	ADRM	SrDCM/ DyCTM	DCM/ ACM catg
10.	Imposition or waiver of penalties in terms of contract and as per agreement executed with the contractors.	As per SBDs provided ,based on catering policy ,2010	Full Power	Up to Rs.50,000/- per case	Up to Rs.10,000/- per case	NIL	Up to Rs.50,000/- per case	Nil	Up to Rs.25,000 /- per case	Up to Rs.5,000 /-
<p>Remark:-For mobile catering and train side vending (TSV) contracts, these powers will be exercised at Headquarter level only.</p> <p>Note :-</p> <p>(A) Penalty can be imposed only after the approval of contract approving Authority.</p> <p>(B) Penalty will be imposed after following due procedure laid down in the Agreement /SBD.</p> <p>(C) The review /wavier of penalty once imposed would be done by next higher authority.</p> <p>(D) The powers of Dy.CCM (at Headquarters Level) will be exercised only by the Dy. CCM looking after catering.</p>										


Revised SOP issued on 07.04.2015


Dy CCM/G

Sub :- Modification & addition in item no. (19) Catering SOP matters /commercial deptt. of NCR

Item No:	Particulars of Item	Authority	Extent of POWERS delegated to <u>Headquarters' Office</u>				Extent of POWERS delegated to <u>Divisional Office</u>			
			CCM	CCM/C&PS	DyCCM	SCM/ ACM	DRM	ADRM	SrDCM/ DyCTM	DCM/ ACM
19.	(A) Fixation of License fee /Reserve prise for <u>Mobile catering units</u> and <u>Train side vending (TSV)</u> contracts.	Rly's board letter no. 2013/TG-III/600/2 dated 16.09.13 CC-31/2011, dated 22.06.11	Full Power	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	(B) Fixation of the License fee /Reserve prise for <u>Static catering units</u> . (Major and Minor)	Catering policy 2010, Comm. Manual, Pt.II-para 2801 &2802	Full Power	Nil	Nil	Nil	Full power for 'D','E','F' category stations.	Nil	Nil	Nil
<p>Note :- for 19 'A' : For TSV contracts, the Reserve Price will be fixed as per procedure given in para 7 of CC-31/2011 and Railway board's letter no.2010/TG-III/645/12 dated 29.06.2012.</p>										

Revised SOP issued on 07.04.2015


 Dy CCM/G

Sub :- Modification & addition in item no. (26) catering SOP matters /commercial deptt. of NCR


Item No:	Particulars of Item	Authority	Extent of POWERS delegated to <i>Headquarters' Office</i>				Extent of POWERS delegated to <i>Divisional Office</i>			
			CCM	CCM/C&PS	DyCCM	SCM/ACM	DRM	ADRM	SrDCM/DyCTM	DCM/ACM
26.	(i) Invitation & Acceptance of Advertised Tenders for Mobile catering (including for Rajdhani/Shatabdi/Duranto trains)	Rly Bd's letter no: 2013/TG-III/600/2/ dated 16.09.13	Full power (subject to the powers in Annexure-'A')	Nil	Nil	Nil	Nil	Nil	Nil	
	(ii) Invitation & Acceptance of Advertised Tenders for Train Side Vending (TSV)	Comm Circular no: 31/2011, dated 22.06.11	Full Power (As per the powers in Annx-'A')(at 5 A)				Nil	Nil	Nil	Nil
<p>Note :- (A) contracts above the competence of CCM will be accepted by GM as per the powers detailed in Annexure-'A" (B) <u>Renewal and extension</u> of mobile catering and TSV contracts will be as per the extent polices of Railway board, according to the competence detailed in items For item # 26 -i, ii (C) Powers for <u>Terminations</u> of mobile catg. And TSV contracts will be according to the competence detailed in item #26-i,-ii</p>										

Revised SOP issued on 07.04.2015


 Dy CCM/G

Sub :- Modification & addition in item no. (27) catering SOP matters /commercial deptt. of NCR

Item No:	Particulars of Item	Authority	Extent of POWERS delegated to <i>Headquarters' Office</i>				Extent of POWERS delegated to <i>Divisional Office</i>			
			CCM	CCM/C&PS	DyCCM	SCM/ACM	DRM	ADRM	SrDCM/DyCTM	DCM/ACM
27.(A)	(i) Award of contract for static catering units through tendering process (for Major static units and GMUs at 'A-1', 'A', 'B' & 'C' category stations)	Catering Policy 2010 (Commercial Circular No.35 of 2010)	Full Power (subject to the powers in Annex.- 'A')	Nil	Nil	Nil	Full Power (As per the powers in Annx.-'A')			
	(ii) Award of contract for static catering units through inviting applications (for SMUs at 'A-1', 'A', 'B' & 'C' category stations, all static units at 'D', 'E', & 'F' category stations and Milk Stall/Parlour/Booth at all categories of stations)	Catering Policy 2010 (Commercial Circular No.35 of 2010) Rly .Bd.letter no. 2004/TG-III/604/4 dt.19.04.2005 & 15.09.2005	Full Power	Nil	Nil	Nil	Full power	Nil	Nil	Nil
	(iii) Award of contracts for miscellaneous stalls/trolleys a- Through tendering process (General Category stalls/trolleys at 'A-1', 'A', 'B' & 'C' category stations) b- through inviting applications (at 'D', 'E', & 'F' category stations and Reserve category stalls/trolleys at categories of A-1', 'A', 'B' & 'C' category stations)	CC-96/2007, dated 17.12.2007	Full Power	Nil	Nil	Nil	Full power	Nil	Nil	Nil


 DyCCM/S

27 -B	Extension , Renewal and Termination of static catering contracts as per SBD / contract agreement, awarded through Open/single/limited tenders or through inviting Applications.	Parra 16 and 17 of Catering policy 2010 (CC-35/2010)	Full Power	Nil	Nil	Nil	Full Power (As per the competence in item # 27'A')
Note for 27- A(ii): The award of contract for milk stalls/Parlours/Booths will be as per Railway Board's letter no.2004/TG-III/604/4 dt.19.04.2005 and 15.09.2005 .							

Revised SOP issued on 07.04.2015

DY  CEM/G