

South East Central Railway

**Office of the
General Manager**

Correction Slip no. 2 to MODEL SOP -2018

**SUB: Approval of General Manager is hereby communicated to the following amendment in item no.
6.2.1, 6. 2.2 (a, b), 6.2.3(a, b) and 6.3 of Part 'B' of (Medical Matters).**

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divl./Sub. Divl. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
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EXISTING:

6.2	Non GEM Items					
Drugs and other consumable items of IRP-1995 or later edition						
6.2.1	By Open Tender					1. Delegation may be made in terms of Rly Board letter No.2014/RS(G)/779/13 dtd:28.12.18. 2. Refer Part D, Stores Matters.

REVISED:

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divl./Sub. Divl. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
6.2	Non GEM Items					
Drugs and other consumable items of IRP-1995 or later edition						
6.2.1	By Open Tender	PHOD/CHOD Above Rs. 25 Lakhs	Nil	Nil	Nil	Authority: Board's letter No. 88/RS(G)/779/14/Pt . dated 06.01.2017 Para 1.2

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divl./Sub. Divl. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
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EXISTING:

6.2	Non GEM Items					
Drugs and other consumable items of IRP-1995 or later edition						
6.2.2	(a) By limited tender on normal circumstances					1. Delegation may be made in terms of Rly Board letter No.2014/RS (G)/779/13 dtd: 28.12.15. 2. Refer Part D, Stores Matters.
	(b) By limited tender in emergency					

REVISED:

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divl./Sub. Divl. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
6.2	Non GEM Items					
Drugs and other consumable items of IRP-1995 or later edition						
6.2.2	(a) By limited tender on normal circumstances	PCMD To call upto Rs. 25 Lakhs and accept up to Rs. 1.5 Crores. SAG Upto Rs. 1,00,000	SAG Upto Rs. 50,000/-	Upto Rs. 30,000/-	Nil	AGM may call above Rs. 25 Lakhs and upto Rs. 2 Crores and accept up to Rs. 5 Crores. Authority: 1. Boards Letter No. 77/RS(G)/779/14/Pt. dated 06.01.2017 Para 1.1A. 2. Letter No. 2014/RS(G)/779/13 dated 03.02.2015 Para 2. Procurement process 2.1.1.
	(b) By limited tender in emergency	PCMD To call/accept upto Rs. Rs. 1.5 Crores. SAG Upto Rs. 2,00,000	SAG Upto Rs. 1 Lakh	Upto Rs. 50,000/-	Nil	AGM to call/accept up to Rs. 5 Crores Authority: Boards letter No. 88/RS(G)/779/14/Pt. dated 06.01.2017, Para 1.1.B

Note:- (i) Other than PHOD, power to call limited tender will be limited to the items for which PCMD approved for purchase by the Division as per Annual Indent. For any other emergency/supplementary requirement to be procured on LT basis, prior approval of PHOD is to be obtained.

(ii) On emergency, all SAG Officers in HQ will exercise power up to Rs. 2.0 Lakh per case and SAG Officers of Divisions will exercise the power up to Rs. 1.0 Lakh per case duly recording the necessity and justification.

(iii) Purchase on Single Quotation will be limited up to Rs. 15,000/- in each case [Boards letter No. 88/RS(G)/779/14/Pt. dated 06.01.2017, Para 2.0.13]

(iv) For Limited Tender on normal circumstances above Rs. 25 lakhs, finance concurrence is necessary.						
S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Div./Sub. DM. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
EXISTING:						
6.2.3	Single Tender					
(a)	For proprietary article, where it is possible to certify that a similar medicine which could be used in lieu is not manufactured/sold by any other firm in the country. (PAC, 6/c)					1. Delegation may be made in terms of Rly Board letter No. 2014/RS(G)/779/13 dated 28.12.2015 2. Refer Part D, Stores Matters
(b)	In case of Single Tender for items where it has not been possible to certify that a similar item/which could be used in lieu, is not manufactured/sold by any other Firm (PAC/6A)					
REVISED:						
S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Div./Sub. DM. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
6.2.3	Single Tender					
(a)	For proprietary article, where it is possible to certify that a similar medicine which could be used in lieu is not manufactured/sold by any other firm in the country. (PAC, 6/c)	PHOD/CHOD Upto Rs. 25 Lakh SAG Upto Rs. 1 Lakh	SAG Upto Rs. 50,000/-	Upto Rs. 30,000/-	Nil	Authority: Board's Letter No. 88/RS(G)/779/14/Pt. 06.01.2017, Para 2.0.21
(b)	In case of Single Tender for items where it has not been possible to certify that a similar item/which could be used in lieu, is not manufactured/sold by any other Firm (PAC/6A)	PHOD/CHOD Upto Rs. 10 Lakh SAG Upto Rs. 50,000/-	SAG Upto Rs. 30,000/-	Upto Rs. 15,000/-	Nil	Authority: Board's Letter No. 88/RS(G)/779/14/Pt. 06.01.2017, Para 2.0.22
Note: For purchase above Rs. 25.0 Lakh under 6.2.3(a) and Above 10.0 Lakh under 6.2.3 (b), AGMs sanction will be required with prior finance concurrence.						

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Div./Sub. Div. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks	
EXISTING							
6.3	(b) Procurement of non-disposable tools and plants. per case.	1. Delegation may be made in terms of Rly Board letter No. 2014/RS(G)/779/13 dated 28.12.2015					

REVISED:

S.No	Nature of Powers	PCMD & Other HQ Officers & MD (Zonal Hospital)	DRM/CWM(SAG) & SAG Officers in Independent Charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Div./Sub. Div. Hospital/ Workshop Hospital Incharge	Sr. Scale and Asstt. Scale Officers	Remarks
6.3	(a) Sanction of procurement of Medical & Surgical Equipment/Instruments (Other than M&P Items)	PHOD/CHOD Upto Rs. 5 Lakhs per item in each case (Total value) SAG/SG/JAG Medical equipment - up to Rs. 20,000/-	SAG Medical equipment up to Rs. 20,000/- Non-medical equipment- upto Rs. 10,000/-	Medical equipment - upto Rs. 10,000/- Non-Medical equipment - upto Rs. 5,000/-	Nil	Authority: Board's Ir. No. F(X)II-2009/PW/10 dated 31.08.2015, Advance correction slip No. 77 Para 705: amended Para 705(6)

Note: Upto Rs. 20,000/- for medical equipment and upto Rs. 10,000/- for Non-Medical Equipment (Total Tender Value), Associate Finance Concurrence is not necessary.

6.3	(b) Procurement of non-disposable tools and plants. per case.	PHOD/CHOD Upto Rs. 1 Lakhs SAG Upto Rs. 20,000/-	SAG Upto Rs. 15,000/-	Upto Rs. 10,000/-	Nil	For purchase beyond value as per delegation will be done through Stores Department. Authority: Board's letter No. 20104/RS(G)/779/13 dated 03.02.2015, Part II, Note Below Para 1.1. (b)
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Remarks: (i) If only single Quotation is received as limited tender, it is to be accepted if urgency is certified by PCMD.
(ii) In the Second Instance (after re-floating the tender), even though single quotation is received, purchase may be ordered under normal power if otherwise considered suitable.
(iii) Tender Committee should be constituted for items above Rs. 25.0 Lakh

S.No	Value of Tender	Medical	Stores	Accounts	Tender Accepting Authority
1	Above Rs. 25 Lakh upto Rs. 75 lakh	JAG	JAG	JAG	PCMD
2	Above Rs. 75 lakhs upto Rs. 5 Crores	SAG	SAG	SAG	PCMD
3	Above Rs. 5 Crores to Rs. 50 Crores	PCMD	PCMM	SAG	AGM

Authority: Railway Board's letter No. 88/RS(G)/779/14 Pt. dated 06.01.2017, Para 1.0.B

(iv) Upto Rs. 8.0 lakh in each case Purchase Order vetting is not necessary (Authority for v above: RB circular No. 88/RS(G)/779/14 Pt. dated 06.01.2017, Para 2.0.3)

This has concurrence of PFA/SECR.

No.DGM/G/SECR/MSOP-2018/015/01/ 7299

Copy for information and guidelines to:

- Secretary /SECR for kind information of GM.
- AGM/SECR.
- All PHODs/CHODs(including Construction)
- DRMs/BSP. R and NGP.
- CWM/R, CWM/MIB/NGP.
- PDA/SECR/BSP

Bilaspur, dtd. 14.09.2018



(Dr.Prakash Chandra Tripathi)
Dy. General Manager (G)