



केन्द्रीय रेल विद्युतीकरण संगठन
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क. जी-6/2 (मॉडल एसओपी)

दिनांक:- 30.09.2020

मॉडल SOP-2018
शुद्धि पत्र संख्या 18/2020

मुप्रधि, प्रमुसिगदूजी, प्रंमुजी, प्रमुकाधि, प्रमुसाप/मुराधि, वउमप्र/मुसतर्कताधि,
प्रविस/एवं उप महानिरीक्षक-सह-प्रमुसुआ/रेसुब/कोर/इलाहाबाद
मुख्य परियोजना निदेशक, रेवि/अंबाला, लखनऊ, सिकन्दराबाद, चैन्नई, जयपुर, अहमदाबाद,
दानापुर, बेंगलुरु, एवं न्यू जलपाईगुड़ी

विषय:- मॉडल एसओपी-2018 के भाग ए में नोट क्रमांक 15 को शामिल करने के संबंध में।

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इस कार्यालय के पत्र सं. जी-6/1 (Suggestion) भाग-11 दिनांक 16/08/2018 द्वारा जारी मॉडल शक्ति अनुसूची-2018 के भाग ए (Work matters) के पैरा 5 ई हेतु कार्य मामले में नोट क्रमांक 15 को शामिल किया जाता है।

मॉडल एसओपी के भाग ए के पैरा 5 ई हेतु शामिल किए गये संलग्नक- I को इस पत्र के साथ संलग्न के अनुसार पढ़ा जाए।

इसे कोर लेखा की वित्तीय सहमति एवं महाप्रबंधक/कोर के अनुमोदन से जारी किया जाता है।

संलग्न:- यथोक्त

संतोष
(एस.के. मिश्रा) 30.09.20

कृते महाप्रबंधक/सा.

कोर/इलाहाबाद

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का.सं. 78 पर
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18/2020 dt. 30.09.20

Annexure-I

COMPOSITION OF TENDER COMMITTEE AND AUTHORITY FOR WORKS CONTRACT.

S.N.	Value of tenders (For each tender)	Tender Committee			Accepting Authority
		Concerned Deptt.	Sister Deptt.	Finance Deptt.	
		Direct acceptance by SG/JAG or SS holding independent charge subject to condition in the note from SN-1 to 3 below.			
i)	Up to ₹ 50 lakhs	Jr. Scale/SS JAG	Jr. Scale/SS JAG	Jr. Scale/SS JAG/SS	SG/JAG SAG/CPD
ii)	Above ₹ 50 lakh & up to ₹ 4 Cr.	JAG	JAG	JAG/SS	SAG/CPD
iii)	Above ₹ 4 Cr. & up to ₹ 5 Cr.	JAG	JAG	JAG/SS	CPD (for project units only)
iv)	Above ₹ 5 Cr. & up to ₹ 20 Cr.	JAG	JAG	JAG/SS	CHOD in SA Grade
v)	Above ₹ 20 Cr. & up to ₹ 50 Cr.	SAG	SAG	SAG/JAG	PHOD in HAG & CAO in HAG
vi)	Above ₹ 20 Cr. & up to ₹ 75 Cr.	SAG	SAG	SAG	GM
vii)	Above ₹ 75 Cr. & up to ₹ 300 Cr.	PHOD/CHOD	PHOD/CHOD	PHOD/CHOD	GM
viii)	Above ₹ 300 Cr.	PHOD/CHOD	PHOD/CHOD	PHOD/CHOD	GM
For EPC/Tenders					
i)	Above ₹ 20 Cr. & up to ₹ 1000 Cr.	SAG	SAG	SAG	CAO in HAG
ii)	Above ₹ 1000 lakh	PHOD/CHOD	PHOD/CHOD	PHOD/CHOD	GM

NOTE :-

- Letter of acceptance shall be issued only with the prior vetting of associate finance with respect to the items, rate and quantities as accepted by the Accepting Authority.
- The accepting authority while accepting the tender shall record a reasoned note with regard to tender evaluation and acceptance in the form of detailed speaking order. The Accepting authority shall be responsible to ensure that:
 - No splitting has been done while inviting tender to bring it within the ambit of power of direct acceptance of tender.
 - Sanctioned detailed estimate is available.
 - The tender schedule has been prepared as per rates, items and quantities provided within the sanctioned detailed estimate.
 - The tender notice period is less than 21 days or accepting authority intend to accept offer other than lowest financial offer, direct acceptance of tender is not allowed in the tender upto and including Rs.50 lakh. Such tenders shall be dealt by Tender Committee, constituted as per para below.
 - In case the tender notice period is less than 21 days or accepting authority should be one step higher than in case of open tender except where GM is the accepting authority.
 - In case of single tender, Tender Committee and accepting authority also. In such case tender will be accepted at next higher level.
 - Tender committee members cannot function as accepting authority also. In such case tender will be accepted at next higher level.
 - Tender committee members cannot function as accepting authority also. In such case tender will be accepted at next higher level. CPDs can nominate the TC members of sister department for Project Sister Deptt. means associate Technical Deptt. e.g. for Electrical Deptt., S&T Deptt. and Civil Engineering Department are sister department.
 - Level tenders.
 - Corresponding to the above mentioned delegation the standing Tender Committee nominations for various Department of CORE are given in Annexure-II.
 - The level of Tender Committee shall be decided on the basis of the lowest offer received. In case lower offer is found not acceptable and value of the other offers to be considered exceed the powers of the Tender Committee constituted for the purpose, all tender papers alongwith the offers, briefing notes and the accepted recommendations of the tender committee (confined to their passing over the lower offers) should be passed on to the higher tender committee for their deliberation.
 - In any tender committee case, if any TC member of respective grade is not available in a project then CHOD/PHOD can nominate officers either from HQ or any other project, otherwise next higher grade officer shall act as TC members and then the accepting authority shall be one grade higher than the highest grade member in the TC.
 - In case the posts in the lower grade are not in operation, the member from that particular department and the accepting authority should be put up for acceptance to the next higher authority.
 - In project account offices where no JAG Accounts officer is posted, the Sr. Scale Accounts officer (link Sr. Scale officers also) will act as finance member in the Tender committee valuing upto ₹ 20 Crores.
 - This amendment is applicable only for tenders processed through e-tendering module. For manual tendering previous delegation of powers circulated vide this office letter No. G-6/1 (Suggestion) Pt. II dated 16.08.2018 shall continue to be enforce.
 - In project accounts offices where no Sr. Scale Accounts officer is posted, the Jr. Scale Accounts Officer (link Jr. Scale Accounts officer also) will act as finance member in the Tender committee valuing upto ₹ 20 Crores.

(Handwritten signature)