भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
(रेलवे बोर्ड RAILWAY BOARD)

No.2007/CE-I/CT/18/Pt. **New Delhi, dated 5.3.2009**

Addressed to:-
As per list attached

Sub: Powers to dispense with calling of tenders (calling of quotations)

Ref: Board's letter No.94/CE-I/CT/4 dated 17.10.2002.

Board have reviewed the powers to call for quotations to execute works as laid down in Board's letter referred above (para 2.7.4.1) and have decided to enhance the same as follows, subject to the conditions mentioned in para 1211E as modified and enumerated below :

Rank of Officer	**Present financial limit to dispense with tenders and accept Quotation per case Rs.**	**Present Annual Ceiling Limit Rs.**	**Revised financial limit to dispense with tenders and accept Quotation per case Rs.**	**Revised Annual Ceiling Limit Rs.**
Sr. Scale (Independent Charge)	50,000	2,00,000	**1,00,000**	**5,00,000**
JAG/SG	1,00,000	5,00,000	**2,00,000**	**20,00,000**
SAG	2,00,000	10,00,000	**4,00,000**	**40,00,000**

NOTE: These powers will be exercised by the officers with their own administrative approval and no separate administrative approval is necessary.

(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 and in detail by the accepting authority.

(iv) Quotations should not be for items which can be executed through the existing contracts including zonal contracts.

(v) Quotations should not be for fancy (expensive but of low utility) items.

(vi) Quotations should only be for works which are urgent in nature.

(vii) Quotations 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 fietitious firms).

(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) These powers shall be exercised only by field officers and their controlling HODs and not by other Head quarters officers' incharge of Planning, Design etc.

This issues with the concurrence of Finance Directorate of the Ministry of Railways.

Please acknowledge receipt.

(T. GUPTA)
Executive Director Civil Engg (G)
Railway Board

No.2007/CE-I/CT/18/Pt. **New Delhi, dated 5 .3.2009**

Copy forwarded for information to:-

(i) The FA&CAOs, All Indian Railways
(ii) The Deputy Comptroller and Auditor General of India (Railways), New Delhi (with 46 spares)

5.3.09

for Financial Commissioner (Railways)