

दक्षिण मध्य रेलवे SOUTH CENTRAL RAILWAY

प्रधान कार्यालय Headquarters Office

भंडार शाखा Stores Branch

रेल निलयम Rail Nilayam

सिकंदराबाद Secunderabad

सं. No. S.232.Tender & Pur. Procedure/System Improvement

दि Dt. 28 .12.2017.

OFFICE PROCEDURE ORDER NO: 53 /2017

All Depot/Division/ Hqrs Purchase Officers.

विषय :Sub:- Complaint on non refund of EMD amount- reg.

संदर्भ :Ref:- (1) Board's Lr.No.2015/EDVS/System/System Improvements  
dt.08/01/2016.

(2) This office Lr of even no. dt.17/02/2016 & 28/04/2016.

(3) Sl.No.4 of the Minutes of the meeting held by PCMM with Hqrs  
Officers regarding GeM on 03.10.2017

(4) OPO No.40/2017 dt.04/10/2017.

(5) Dy.CVO/Stores Lr.No.265/C/2017/10/01493/GS/G/HQ  
dt.11/12/2017.

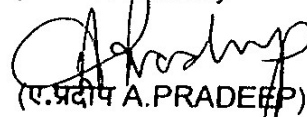
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On a vigilance check done it was observed that in one of the cases there was abnormal delay of more than 8 months in the release of EMD for the unsuccessful supplier. This was viewed very seriously. In this regard it is reiterated that necessary guidelines for timely refund of EMD/SD has already been issued vide this office letter of even no dated 28/04/2016. It is once again reiterated that :-

**"The Purchase Officer has to ensure that the office copy of PO is stamped and signed by the concerned CTC and the Officer stating that all the EMDs of the unsuccessful bidders pertaining to the case file have been returned, before the release of formal PO".** Any lapses in future has to be viewed seriously and please ensure that DAR action is initiated for any such lapses.

The above instructions has to be followed without fail.

This is issues with the approval of the Competent Authority

  
(ए.प्रदीप A.PRADEEP)

उपमुसाप्र/जीपी व एस Dy.CMM/GP&S

कृते प्रमुख मुख्य सामग्री प्रबंधक

For PRINCIPAL CHIEF MATERIALS MANAGER.

Copy :- PS to PCMM for kind information of PCMM.  
CMM/M. CMM/G & CMM/E for kind information,  
All Section In-charges.

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