



SOUTH CENTRAL RAILWAY

**General Manager's Office,
Secunderabad – 500 025.**

No. G. 203/Policy/Tans/Vol. V (41402)

Date: 02.03.2022.

MEMORANDUM

Sub: **Correction Slip No. 11** to the Model Schedule of Powers 2018 – Amendment to Constitution of Tender Committee and Accepting Authority for Works Tenders for Open Line and Construction under Part 'A' Works Matters.

<<<>>>

The following Amendments/modifications are issued to Constitution of Tender Committee and Accepting Authority for Works Tenders for Open Line & Construction under Part 'A' Works Matters of Model SOP 2018.

The Revised Items may be read as follows:

ANNEXURE 'A'

CONSTITUTION OF TENDER COMMITTEE AND ACCEPTING AUTHORITY FOR WORKS TENDERS FOR OPEN LINE AND CONSTRUCTION:

Sl. No.	Value of Tender (Above Rs. and up to Rs.)	Composition of Tender Committee			Accepting Authority
		Executive Dept.	Sister Dept.	Accounts Dept.	
1	For All Works Contracts including EPC Tenders (For each Tender)				
	(i) Rs 50,000 to and including Rs 50 Lakhs.	--	--	--	Direct acceptance by SG/JAG or Sr. Scale holding independent charge subject to conditions in the Note from S.No.1 to 4.
	(ii) Above Rs.50 Lakhs up to Rs.1 Cr	Jr. Scale	--	Jr. Scale	SG/ JAG
	(iii) Above Rs.1 Cr up to Rs.4 Cr.	Sr. Scale	--	Sr. Scale	SG/JAG
	(iv) Above Rs. 4 Cr up to Rs. 5 Cr	JAG/SG	--	JAG/SG	SAG/ADRM
	(v) Above Rs. 5 Cr up to Rs. 20 Cr	JAG/SG	JAG/SG	JAG/SG	SAG/ADRM
	(vi) Above Rs 20 Crore and up to Rs 50 Crore(OL)	JAG/SG	JAG/SG	JAG/SG	DRM/CWM
	(vii) Above Rs 20 Crore and up to Rs 75 Crore(OL)	SAG	SAG	SAG	CHOD in SA Grade
(viii) Above Rs. 20 Cr up to Rs. 300 Cr (OL)	SAG	SAG	SAG	HAG other than CAO/Construction	
2	(i) Above Rs. 20 Cr and up to 500 Cr (For other than EPC Tenders)	SAG	SAG	SAG	CAO/Construction in HAG
	(ii) Above Rs. 20 Cr to Rs.1000 Cr (for EPC tenders)				
3	Full Powers	HAG	HAG	HAG	General Manager
For Open/Limited/Spl. Limited Tenders (other than e-tendering)					
4	Rs 50,000 to and including Rs.20 Lakhs	Jr. Scale	--	Jr. Scale	SG/JAG
5	Rs.20 lakhs to Rs.1 Cr	Jr. Scale	Jr. Scale	Jr. Scale	SG/JAG
6	Rs. 1 Cr to Rs.4 Cr	Sr. Scale	Sr. Scale	Sr. Scale	SG/JAG
7	Rs. 4 Cr to Rs. 5 Cr	JAG/SG	JAG/SG	JAG/SG	SAG/ADRM
8	Above Rs.5 Crs, Tender Committee composition shall be same as for e-tendering mentioned above from S.No.1 (v) to 3.				

Contd...

Authority:

1. Railway Board's Letter No.2015/CE-I/CT/O/20/1 dated 03.04.2017
2. Railway Board's Letter No. F(X)II-2015/PW/7 dated 12.06.2017
3. Railway Board's Letter No.2017/CE-I/CT/9 dated 11.09.2017
4. Railway Board's Letter No.2015/CE-I/CT/O/20/1 dated 14.09.2017
5. Railway Board's Letter No.2017/Trans/01/Policy dated 18.10.2017
6. Railway Board's letter No. 2017/Trans/01/Policy dated 26.12.2017
7. Railway Board's Letter No. 2017/Trans/01/Policy/Pt-S dated 02.02.2018
8. Railway Board's letter No. 2018/TF/Civil/works dated 12.06.2018.
9. Railway Board's letter No. 2015/CE-I/CT/O/20/1 dated 01.01.2020.
10. Railway Board's letter No. 2017/CE-I/CT/9 dated 08.01.2020 (superseded by Sl. No. 12 below).
11. Railway Board's letter No. 2015/CE-I/CT/O/20/1 dated 14.09.2021.
12. Railway Board's letter No. 2017/CE-I/CT/9 dated 10.09.2020.

Notes for Annexure:

For Direct Acceptance of Tenders: (1 to 4 below):

1. Letter of Acceptance shall be issued only with the prior vetting of associate finance with respect to the items, rates & quantities as accepted by the Accepting authority.
2. 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. If required, the Accepting Authority may conduct negotiations with the lowest tenderer.
3. The Accepting authority shall be responsible to ensure that:
 - (a) No splitting has been done while inviting tender to bring it within the ambit of power of direct acceptance of tender.
 - (b) Sanctioned detailed estimate is available.
 - (c) The tender schedule has been prepared as per rates, items and quantities provided within the sanctioned detailed estimate.
4. In case 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 up to and including Rs.50 lakhs. Such tenders shall be dealt by an appropriate Jr. Scale TC and to be accepted by JAG/SG/SS independent charge.
5. The existing practice of three-member tender committee shall be applicable for works tender of value more than Rs.5 Crores each, except for composite tenders, where Tender Committee can be constituted with four members (Railway Board letter No. 2017/CE-I/CT/9 dated 10.09.2020).

For Open/Limited/Special Limited tenders not invited though 'e' tendering (6 & 7 below):

6. The two-member committee shall be constituted one from Executive Department and other from Finance Department for works up to and including Rs 20 lakhs as mentioned in the above table.
7. For tenders above Rs.20 lakhs, three members committee shall be constituted as stipulated in the above table.

Following points are applicable for all types of Works Tenders including e-tenders:

8. The level of TC to be decided based on the lowest valid offer.
9. In case of Two packet system of tendering, for Packet-I Technical Bid, the level of TC to be decided based on Face value of the tender and for Packet-II Financial Bid, the level of TC to be decided based on the face value of the Tender or the lowest valid offer whichever is higher.
10. Where the department is not headed by HAG Officer, AGM shall be the Accepting Authority. Where no AGM is posted, such tenders shall be accepted by GM.

Contd...

11. In case of JAG finance officer not being posted in workshops, WAO will be the Finance member for both Sr. Scale and JAG level Tender Committees. Similarly, in case Sr. Scale officer is not posted in Workshops, AWAO/Jr. Scale officer will be the Finance member for both Jr. Scale and Sr. Scale Tender Committee. For JAG level Tender Committee in Workshop, PFA shall nominate the Finance member, if WAO in Sr. Scale is also not posted in the Unit.
12. In a particular Division/Department/Unit where Jr. Scale/Group-B post does not exist or is vacant, a Sr. Scale officer can associate in the tenders and in such a case, the tender needs to be accepted by JAG/SG. Similarly, where Sr. Scale post does not exist or is vacant, a JAG/SG officer can associate in the tenders and in such case, the tender needs to be accepted by ADRM/SAG officer. Further where JAG/SG Finance officer does not exist or is vacant, Sr. Scale Finance officer (Independent charge) can associate in JAG/SG level tenders to be accepted by ADRM/SAG officer.
13. For Engineering Department (Open Line)
 - A. Asst/JS tenders have to be dealt by the concerned ADEN only within the jurisdictional distribution made which are to be accepted by the authority as mentioned in the above table.
 - B. Wherever Sr. Scale post does not exist in a territorial jurisdiction of Sr.DEN, such tenders may be dealt by concerned Sr.DEN (JAG/SG officer) as convener and to be accepted by ADRM.
14. It shall be ensured that the accepting authority, CHOD (in SAG) shall not be junior to TC members in SAG. In case, any member of tender committee is senior in rank or pay than the tender accepting authority, AGM shall be the accepting authority.
15. In respect of S&T projects (open line), for which the associate finance is FA&CAO/C, the SAG finance member in the tender committee above Rs.20 crores upto Rs.300 crores shall be FA&CAO/C (SAG) concerned with the acceptance of HAG Officer. Similarly, for tenders above Rs.300 crores FA&CAO/C in HAG (if available) will associate as a finance member in tenders. In case FA&CAO/C is not HAG, PFA in HAG will associate in tenders above Rs.300 crores.
16. In the event of non-availability of HAG officer in Construction Accounts, PFA (Open Line) in HAG will associate in tender committees. In the event of non-availability of HAG officer in Sister Department, a suitable officer of the rank of HAG of the same sister department in Open Line will be associated in the tender committee.
17. At S. Nos. 2 in table, when the CAO/C is below the rank of HAG, then the TAA shall be AGM. Where no AGM is posted, such tenders shall also be accepted by GM (Railway Board letter No. 2015/CE-I/CT/O/20/1 dated 14.09.2021).
18. **Single Tender:** Constitution of Tender Committee and Accepting Authority should be at least one step (level) higher than the members nominated in case of open tender/limited tender except where GM is the accepting authority. (Authority: Rly Bd's Letter No.94/CE-1/CT/4 dt.17.09.1997).

Note: For Tenders which were opened on or before 18.01.2022, the delegation of powers vide Correction slip No. 7 dated 30.01.2020 will be applicable till finalization of those tenders.

This issues with the concurrence of PFA and approval of the General Manager.

Dy. General Manager/G

To - **All Concerned**