

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

No. 2018/Transf. Cell/Tfc/Earnings Contract New Delhi, 27.12.2018

**General Managers,  
All Indian Railways**

**Sub: Simplification of procedure for acceptance of tenders for commercial earning contracts upto 2 crores.**

**Ref: 1. Western Railway's letters No.G.176/0/SOP Policy/Vol.I dated 31.10.2018 and C358/100/Sundry earnings/Cont.Mngmt/ 2018-19 dated 15.10.2018**

**2. Railway Board's Letter No.2017/CE-I/CT/9 dated 11.09.2017**

With increasing stress on non fare revenue (NFR) earnings, it is imperative that all earning contracts are finalized expeditiously without prolonged TC proceedings. The current process of Tender Committee for earning contracts of even smaller value is long and time consuming resulting in loss of earnings to the Railways.

2. It has, therefore, been decided that in supersession of all previous instructions on the subject matter, the procedure for finalization of Earnings Contracts upto 2 Crores will be as under:

**For earnings contract tenders having value upto and including Rs 50 lakh**

i. Direct acceptance of tender by concerned executive in Selection Grade/ JAG level or Sr. Scale level holding independent charge. The Accepting authority, while accepting the tender, shall record a reasoned note with regard to tender evaluation and acceptance in the form of a detailed speaking order.

ii. In case the tender notice period is less than 21 days or accepting authority intend to accept offer other than highest financial offer; direct acceptance of tender shall not be allowed in the tender upto and including Rs 50 lakh. Such tenders shall be dealt by Tender Committee, constituted as per para iii below.

**For earnings contract tenders above Rs 50 lakh and upto and including Rs 2 crore**

iii. The Tender Committee shall be constituted with two members out of which, one should essentially be from the Finance Department and the other from the concerned Executive Department.

iv. **The existing practice of three members Tender Committee shall be applicable for earnings contract tenders of value having more than Rs 2 crore each.**

4. Since the e-tendering module is yet to be finalized by CRIS, the aforesaid simplification may be adopted even under the present procedure.
5. This issues with the approval of Board (MT, FC & CRB).
6. Please acknowledge receipt.

*Niraj Sahay*  
27/12/18

**(Niraj Sahay)**  
**Executive Director (Traffic)**  
**Transformation Cell**  
**Railway Board**

**No. 2018/Transf. Cell/Tfc/Earnings Contract**

**New Delhi, 27.12.2018**

1. PCCMs, All Indian Railways
2. PCOMs, All Indian Railways
3. PFAs, All Indian Railways
4. The ADAI (Railways), New Delhi
5. The Director of Audit, All Indian Railways

*Sanjeeb Kumar*  
**(Sanjeeb Kumar)**  
**ED/Accounts**  
**Transformation Cell**  
**Railway Board**

Copy - As per list enclosed

**Copy for information to:**

1. The Director, Indian Railway Institute of Transport Management, Lucknow.
2. The Director, Indian Railway Institute of Civil Engineering, Pune.
3. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
4. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
5. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
6. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
7. The Registrar, Railway Claims Tribunal, Delhi.
8. The General Secretary, IRCA, New Delhi.
9. The Chief Commissioner of Railway Safety, Lucknow.
10. The Secretary, Railway Rates Tribunal, Chennai.
11. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.

**Copy to:**

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-A & AIRPFA, Room No. 256-D Rail Bhavan

**Copy to:**

1. PS to MR, MOS(S), MOS(G)
2. CRB, FC, MT, ME, MTR, MRS, MS, SECY, DG (Stores), DG (Pers), DG(S&T), DG (RHS), DG (RPF).
3. All AMs, PEDs & EDs of Railway Board

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27.12.2018**

*Niraj Sahay*  
27/12/18

**(Niraj Sahay)  
Executive Director (Traffic)  
Transformation Cell  
Railway Board**