

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
RAILWAY BOARD**

**NO. 2017/Trans/01/Policy/Pt-S**

**Dated: 03.10.2018**

The General Manager, All Indian Railways/PUs, NF(Con), CORE  
The DG/RDSO/Lucknow, DG/NAIR/Vadodara  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

**Sub: Power of Purchase through GeM to Field Officers of the User Departments.**


**Ref: Railway Board's letter no. 2017/Trans/01/Policy dated 18.10.2017.**

With reference to Railway Board's letter mentioned above for Procurement through GeM by user departments, Board (FC & CRB) have approved the following delegations of power:

1. Officers of HQ, authorized by respective PHODs/CHODs of the user departments are permitted to buy goods (Non Stock Items) available on GeM, by placing direct on-line order upto Rs 25000/- in each case. This may be subject to an annual ceiling of Rs 10 lakh (Rupees ten lakh) per user department.
2. Branch Officers of field units (Divisions and Workshops) are permitted to buy goods (Non Stock Items) available on GeM, by placing direct on-line order upto Rs 25000/- in each case. This is subject to annual ceiling of Rs 1 lakh (Rupees one lakh) per Branch Officer.
3. The Concerned Officer will have to certify as:  
**"I,.....am personally satisfied that these goods purchased are of the requisite quality and specifications and have been purchased from a reliable supplier at reasonable cost."**
4. The Concerned Officer will ensure and certify availability of funds.
5. A demand for goods shall not be divided into small quantities to make piecemeal purchases to avoid procurement through L-1 buying/bidding/reverse auction on GeM or the necessity of obtaining sanction of higher authorities required with the reference to the estimated value of the total demand.

This issues with the concurrence of Associate Finance of Transformation Cell of Railway Board, and supersedes instructions Contained in Para 12 (Procurement through GeM by user departments) of the above referred letter.

Kindly acknowledge the receipt and ensure compliance.


  
03.10.18

**(Umesh Balonda)  
Executive Director/S&T  
Transformation Cell**

**NO. 2017/Trans/01/Policy/Pt-S**

**Dated: 03.10.2018**

1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Director of Audit, All Indian Railways

  
**(Sanjeeb Kumar) 31/10/18  
Executive Director Accounts  
Transformation Cell**

Copy: As per list attached.

Copy to:

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

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-D & AIRPFA, Room No. 256-D Rail Bhavan

Copy to:

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

  
03.10.18

(Umesh Balonda)  
Executive Director/S&T  
Transformation