

भारत सरकार BHARAT SARKAR
रेल मंत्रालय MINISTRY OF RAILWAYS
रेलवे बोर्ड RAILWAY BOARD

No. 2020/RS(G)/11/7

नई दिल्ली New Delhi Dated: 12/01/2021.

Sub.: Action points noted during the VC chaired by AMRS on 17/12/2020 on "implementation of India COVID-19 Emergency Response and Health System Strengthening Project" and "other procurement related issues".

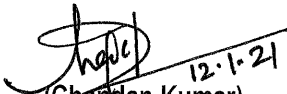
- Ref.: i. Railway Board letter no. 2020/RS(G)/11/5 dated 10/09/2020.
ii. Railway Board letter no. 2020/RS(G)/11/5 dated 25/09/2020.
iii. Railway Board letter no. 2020/RS(G)/11/7 dated 20/11/2020.
iv. Railway Board letter no. 2020/RS(G)/11/5 (1) dated 14/12/2020.
v. Railway Board letter no. 2020/RS(G)/11/5 (2) dated 14/12/2020.

1. Procurement for COVID19 under World Bank Financing

- i. Railway Board has already issued instructions for procurement procedure (ref. i) for admissibility of expenditure to be booked on World Bank. Information from all railway Units had been called, which has been submitted by some units, as indicated in ref. iii. All Railways have been again requested vide ref. iv and v to submit position in required format. All Railway Units may please comply.
- ii. India COVID-19 Emergency Response and Health System Strengthening Project is a prestigious project, under which Ministry of Railways have been currently allotted Rs. 720 cr. The amount of expenditures, complying with the requirements of the project loan, as provided by Railway Units, is falling short of the loan amount. Railway units to ensure that further procurement for COVID related requirements are done according to the instruction issued vide ref. i.

2. Procurement

- i. Due diligence should be exercised while deciding the tender conditions, especially the tender quantity, delivery schedule, splitting clause and option clause condition.
- ii. Tender document should clearly and unambiguously reflect the intention of the purchaser on all aspects related to the procurement at hand, especially splitting of order quantity.
- iii. Purchase officers should ensure that all procurement decisions should be recorded, in writing, through a reasoned and well justified order.
- iv. While exercising enabling provisions in the tender conditions to deal with exceptional situations due caution should be exercised duly bringing out the circumstances and rationale in a cogent and reasoned order/proposal.
- v. Tendered quantity is an important parameter considered by the prospective bidder while submitting a bid. Therefore, it should be attempted that only in exceptional situations, recording clear and unavoidable reasons, should the quantity ordered against a tender vary significantly from the tendered quantity.
- vi. Customer focused approach is essential in all aspects of Materials Management. All officers and staff should be sensitized on this aspect.


(Chandan Kumar)
12.1.21
Director Railway Stores (IC)
Railway Board

Copy to:
PCMMs of all Railway Units, Officers of RS Dte.