

### **Subjective questions on MRT-7**

1. What is an estimate, how it is prepared? What precaution should be taken while preparing an estimate?
2. What do you understand by canons of financial propriety, explain in context to railway.
3. What do you understand by contract, what are the essential elements of a contract?
4. What the various kind of contract systems adapted in Indian railways.
5. What rate contract, explain procedure of purchasing any equipment through rate contract.
6. What is labour contract what are its advantages and disadvantages.
7. What is lump sum contract what are its advantages and disadvantages.
8. What do you understand by schedule contract, what are its advantages and disadvantages?
9. Explain about works programme?
10. What is schedule of power, describe the powers of various grade officers in IT matters.
11. What is tender system, what are the types of tender systems used in Indian Railways?
12. What are the advantages of e-tendering system?
13. What are the precautions to be taken while preparing tender notice?
14. What are the precautions to be taken while preparing tender documents?
15. What is general condition of contract, briefly explain some of them.
16. What is special condition of contract, briefly explain some of them.
17. What are the precautions to be taken while opening tender and preparation of tabulation sheet.
18. What is tender committee, describe roles of different tender committee members.
19. What precautions should be taken while making communication with contractors by a supervisor regarding execution of work?
20. What precautions should be taken before verifying a work or bill of contractor?
21. What is Shramik Kalyan portal, what are its features?
22. What are the items to be considered during execution of work and payment processing?
23. Write down vigilance perspective in cases of tender and contracts.
24. Make a proposal for outsourcing the work of housekeeping at your unit under open tender.
25. Explain various steps followed during execution of work on quotation basis.

26. Write short notes on :-

- a) Lumpsum contract
- b) Rate contract
- c) Running contract
- d) One delivery contract

27. Write short notes on :-

- a) Single tender
- b) Open tender

28. Write short notes on :-

- a) Limited tender
- b) Two packet tender system

29. Write short notes on :-

- a) Earnest money deposit
- b) Performance guarantee

30. Write short notes on :-

- a) Security deposit
- b) ireps

31. Explain the procedure of processing an indent for non-stock item on ireps portal, what precautions should be taken while writing the description for the material.

32. What is GeM portal, what is the procedure for procurement of a non stock item available on GeM portal?

33. What are General conditions of contract, what are its benefits? Where it is implemented in contract processing.

34. What are special conditions of contract, write some special conditions which are applicable in case of tender of hiring a vehicle for office purpose.

35. What are the commonly used terms and conditions in case of execution of work on quotation basis? Write some applicable terms and conditions in case of outsourcing of gardening work.