

## NORTHERN RAILWAY

Headquarters Office  
Baroda House  
New Delhi.

**No.** 98-G/M-SOP/E:Commercial Matters/2024-25,

**Dated:-**12.04.2024

All PHODs, CAO/Const., CAO/FOIS  
All DRMs, Northern Railway  
Officers Incharge, All Rly. Workshops  
& other Extra Divl. Offices, Northern Railways  
Sr.DFM of all Divisions & WAOs of all Workshops,  
FA&CAO/F&G, Constn. and B&B.  
Dy.FA&CAO-I, Dy.FA / FX, Baroda House, New Delhi.  
Principal Director of Audit, Baroda House, New Delhi.

### **Correction Slip No. 3** on Part-E: Commercial Matters.

**SUB:-** Amendment in Model SOP 2018 (Part- E: Commercial Matters), New Item No. 65  
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General Manager, Northern Railway in consultation with finance has accorded approval for inclusion of new item no. 65 (Page E35) in NR-Model SOP-2018. The correction slip No.3, dated: 12.04.2024 is enclosed as **Annexure**.

Existing powers on Part-E: Commercial Matters available on railnet NR's web page: <http://10.2.2.19> are being updated by this office, therefore, the relevant item of Commercial Matters existing in Model SOP 2018, may please be amended as per **Annexure**.

**DA/As** above

(Gunjan Bhardwaj)  
**Dy. General Manager (G)**

| S.No.    | Nature of Powers                                              | PHOD/HOD                                                                                                         | DRM/ADRM                                                             | Divisional Officers & Headquarters Officers                                                                                               | Remarks                                                                                       |
|----------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Addl. 65 | Commercial Earnings and NFR Contracts through e-Auction mode. | A) Administrative approval for creation/ identification of assets for preparation of lots and inviting e-Auction | PHOD/CHOD: Full powers above Rs 100 Crore.<br>HOD: upto Rs 100 Crore | DRM: Upto Rs 100 Crore                                                                                                                    | Authority:<br>Railway Board's letter No. 2023/I & Trans Cell/SOP-Commercial/P, dt. 19.01.2024 |
|          |                                                               | B) Conducting e-Auction as Auction Conducting Officer (ACO)                                                      | Full Powers                                                          | SG / JAG officers in HQrs and Sr. DCM / DCM in independent charge in Divisions: Full powers<br>DCM: Upto Rs 5 Crore (see *Footnote below) |                                                                                               |

**Notes for item No. 65:**

i) **Information dissemination:** GoI's Manual on Procurement of Works (June 2022), requires that "there shall be no asymmetry of information as regard to any bidder" and that the "Transparency Principle" "involves simultaneous, symmetric and unrestricted dissemination of information to all likely bidders". **Auction Plan** to be given widest publicity - including details of the lots to be auctioned, location, contract performance required during the duration of the agreement, highlights, key aspects for successful bidding and contract performance /obligations, applicable terms and conditions etc. While starting the Auction process, the Auction Plan, (already given while giving wide publicity for the same), should be announced again for the benefit of the assembled bidders. ACOs are advised to be familiar with relevant topics/issues like: - Value for Money and Fundamental Principles of Public Procurement: Code of Integrity for Public Procurement; GFR (Rule 175) Code of Integrity.

ii) When the entire e-Auction is cancelled due to **non-turning up of the Bidder after winning the Bid** or failure to sign the contract agreement etc. Such bidder/s would be temporarily suspended in terms of para 30.1 of Railway Board policy circular FMC 11 of 2022. The Bid shall be re-invited immediately (through e-Auction) with the revised reserve price equivalent to the 2<sup>nd</sup> best bid price obtained in previous e-Auction or the original/reassessed reserve price, whichever is higher.

iii) Wherever statutory liabilities and/or instructions e.g., on quota/reservation/ear-marking of specified lots etc. have to be mandatorily complied with, PCCMs may approve inclusion of the same in the list of documents to be uploaded as per para 1 of FMC 11/2022.

iv) **Termination due to non-performance:** In cases of termination due to non-performance on administrative/technical grounds, the reserve price would not be lower than the highest bid price in the previous / last e-Auction. However, in the event when a bid/agreement that was awarded on e-Auction mode is terminated on grounds of non-performance due to any other reason under provisions of the contract, the revised reserve price would be as mentioned at Note (ii) above i.e., Bid shall be re-invited immediately (through e-Auction) with the revised reserve price equivalent to the 2<sup>nd</sup> best bid price obtained in previous e-Auction (that was terminated due to non-performance) or the original/reassessed reserve price, whichever is higher.

[\* **Footnote:** Reserve Price in all cases shall be determined by SG/JAG officers in HQrs or Sr DCM/DCM in independent-charge in Divisions.]

[\* **Important Footnote:** Any deviation from Note (ii) to (iv) above would require the personal approval of GM with finance concurrence]

**Incorporation of this Correction Slip is subject to the following check notes:**

- It may be ensured that the proposed modification/incorporation of items in MSOP-2018, would in no way contradicts any of the guidelines/benchmark/stipulation of the Board letters issued on the subject from time to time.

**This has the approval of General Manager/NR**

**CS No. 3, Issued vide Dy.GM/G Letter No. 98-G/M-SOP/e: Commercial Matters/2024-25, dated 12.04.2024.**

(Gunjan Bhardwaj)

**Dy. General Manager (G)**