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NORTHERN RAILWAY

Headquarters Office
Baroda House
New Delhi.

No. 98-G/M-SOP/A: Works Matters/2026-27
(E-office file No. [217232: NR-HQ0Engg\(GNRL\)/56/2023-O/o OS-2/WA/E/HQ](#))

Dated:-02.04.2026

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. 23 on Part-A: Works Matters.

SUB:- Amendment in Model SOP 2018 (NR) (Part-A: Works Matters), regarding delegation of powers to CAO/Con for construction projects.

General Manager, Northern Railway in consultation with finance has accorded approval for amendment in Item No.2(A)(i), 2(A)(iv), 2(A)(v), 2(C), 3(A)(i), 5A(i), 5A(ii)(a), 5A(ii)(b), 5A(iii), 5B(2), **5(B)(2)(iii), 5(B)(2)(iv), 5(B)(2)(v)**, 5(D)(ii), 5(F)(i), 5(F)(ii), 5(H), 7, 8 (A)(i), 8(A)(ii), 8(B)(i), 8(B)(ii), 8(C), 9(A), 9(B), 35(A), 37(B), 37(F), **38, 42(A), 43(i), 43(ii)**, 46(i), 46(ii), 49, 50, 51, 52, 53, 54 of Part: A Works Matters of NR-Model SOP-2018. The correction slip No. 23, dated: 02.04.2026 is enclosed as **Annexure**.

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

DA/As above


(Gunjan Bhardwaj)
Dy. General Manager (G)

CORRECTION SLIP No. 23 (PART - A: WORKS MATTERS), ON NR-Model SOP-2018; Dated: 02.04.2026

S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
2.	Technical sanction to sub estimate/detailed estimates/ revised estimates for all the works including those sanctioned by higher authorities (GM /Railway Board etc.) (A) Works itemized in the works programme/RSP/M&P / LAW/LSWP/ Mini Law/Deposit /Composite Works (chargeable to both Railways and party)				
	(i). All works in (A) above except RSP and M&P items and chargeable to Capital, Capital Fund, RRSK, Depreciation Reserve Fund, Development Fund, and Open Line Works Revenue.	<u>CAO (C) in HAG</u> Full Powers <u>AGM</u> Up to Rs. 500 Cr. <u>PHODs/CHODs</u> Up to Rs.100 Cr. <u>SAG</u> Up to Rs. 50 Cr	<u>DRM -</u> Up to Rs75 Cr. <u>ADRM</u> Up to Rs.50 Cr. <u>CWM in SAG</u> Up to Rs. 75 Cr.	<u>SG/JAG</u> Up to Rs. 25 Cr.	<u>Authority:</u> 1. Para-703 of Engg. Code. 2. Board's Lr No. 2018/TF/Civil/Works, dtd. 12/06/2018. 3. Item NO. B(II) of GM's Delegation vide Rly. Board's letter No. 2021/F(X)II/PW/3 dated 21.09.2021 4. Railway Board's letter No.2023/I&Trans. Cell/SOP-Pt A/Works/PH 16& PH 53 dated 16.02.2024. 5. Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023.
For any Deposit Work: Administrative approval is required as per item 1(C) above before any survey, planning/execution of the work regarding composite works (involving Railway and Deposit works both), the administrative approval of the Railway portion of the work is limited up to the values specified in item 1(A)above.					

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Note for item 2(A)-(i):

1. Associate Finance vetting is necessary.
2. Excess over the abstract cost for works shall be governed by item 3 of SOP (Works matters).
3. Detailed estimate may be prepared in the initial stage by taking services of a consultant wherever required. Change in scope may be done only on account of change of technology or change in local conditions but not due to change in planning/layout. All the existing provisions will be retained [Authority: RB Ltr. No.2017/Trans/01/Policy dt. 18.10.2017].
4. Deposit works are defined in accordance with para 1843 of IR Code of Engineering Department. The method of execution is also defined therein. The limit of variation by 20% due to reasons other than escalation etc may not be applicable for Deposit Works. Sanction, execution and variations in these Deposit works shall be made by the Railway administration in consultation with the sponsoring authority bearing the cost of the deposit works, within the broad guidelines provided in IR Code of Engineering Department and Model SOP. Revised detailed estimate should however be within the powers of the sanctioning authority (Authority: RB Ltr. No 2017/Trans/01/Policy dated: 08 - 02- 2018).
5. (for Projects/Works under PH 53 and PH 16): Detailed Estimate/ Sub-estimate/ revised Estimates would be routed through the User Authority along with detailed layout/ design/ drawings w.r.t. Initial Report mentioned in the Note No. 7 for item 1 (A) of Part- A on works Matters of MSOP-2018.
6. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary.
7. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.

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S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
2A	(iv) Survey estimates	<u>PHOD/CAO/C</u> Full Powers within the yard stick prescribed in respect of plan heads: new lines, gauge conversion, doubling, for surveys included in the sanctioned budget or sanctioned separately. <u>PHOD/CAO/C</u> Up to Rs. 5 lakhs in respect of all other plan heads for surveys included in the sanctioned budget or sanctioned separately.	Nil	Nil	Authority: 1. As per the yardsticks laid down by Board's letter No. 2012/W-1/Genl./Survey/Budget dtd 18.11.2016. 2. Board's Letter No. 2007/CE-I/CT/18 dated 07.03.2008. 3. Item NO. B(II)(4)& (6) of GM's Delegation vide Rly. Board's letter No. 2021/F(X)II/PW/3 dated 21.09.2021-subject to Board's orders and yardsticks issued from time to time. 4. RB's L. No. 2021/F(X)II/PW/4, 25.08.2021. 5. Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023. 6. Railway Board's letter no. 2022/F(X)II/PW/1, dated 11/07/2024 & 18/10/2024.



Notes for item (iv) (Survey) above:

1. Finance vetting is necessary.
2. These powers also cover sanction of part estimates costing up to 5% of the work as originally sanctioned in the budget.
3. Part estimate may be sanctioned towards incurring expenses for preliminary activities like Final Location Survey, Geo-technical studies, designs, preparation of plans and drawings, shifting of utilities etc., which will help in preparation of detailed estimates.
4. The detailed estimate can be prepared and got sanctioned only after these preliminary activities are completed.
5. These preliminary activities should be executed on works contract basis.
6. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary.
7. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.
8. Where variation is up to 20% of an original estimate sanctioned by higher authorities, CAO/C can sanction survey estimate provided the surveys are included in the sanctioned budget.

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S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
Add. 2A	(v) Engagement of individuals for specialized studies without calling of tender/quotation.	CAO/C 5 lakh			1. Before according such administrative approval and finance concurrence, the competent authority shall satisfy himself that the individual so engaged is of proven experience and possesses specialized knowledge related to the assignment. 2. This power is to be used in the cases where some specialized study is required to be undertaken by engaging experts in the field not having any firm associated with them; eg: slope stability, review of drawings, structural audit, visit of experts for their opinion on complicated technical matters etc. 3. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 4. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically. (Authority: Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023).



2	(C) Sanction of estimate and administrative approval for work chargeable to revenue (Ordinary & Special) for which budget allotment has been made, during the current year.	Full powers	Full powers	SG/JAG Full powers	1. Finance required. 2. Judicious and reasonable distribution of Revenue funds for routine repairs and maintenance of existing assets with canons of financial propriety must be ensured. 3. DRM/ADRM must be kept informed.
	Notes for Item no 2 (C)				
	1. The powers delegated to PHODs/ DRMs/ CWMs and SG/JAG are subject to availability of budget under different Demands for consideration of any proposal. Permissible cost is to be worked out as follows. Permissible Cost i.e., $PC = \{\text{Ceiling (C)} \times 3\} - \text{Throw Forward (TF)}$, instead of existing provision, $PC = \{\text{Ceiling (C)} \times 1.5\} - \text{Throw Forward (TF)}$, $C = \text{Revenue Budget allocated to a particular Division/Demand}$. (RB's letter No. 2018/Trans/01/Policy dated 17.10.2018). If grant is yet to be allocated, the grant of the previous year can be taken as the ceiling till the actual grant is allocated. TF = Throw forward of ongoing works under corresponding demand. Permissible Cost refers to the cost of Revenue proposals being considered for sanction in any particular year under each demand. Classification of Revenue Expenditure and Demands are as per the explanation given in Indian railway finance Code Vol II.				

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S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
3.	Sanction to excess over estimates (Including those sanctioned by higher authority at the time of preparing revised/Completion estimates.) (A) For itemized works, and LAW/Mini law items Other than M&P and surveys				Authority: 1. Item No. B(II) of GM's delegation vide Board's letter No. 2021/F(X)II/PW/3, dt.21/09/2021
	(i) Increase in cost due to price escalation	PHOD/ CHOD Up to 100% of the original estimate. CAO/C in HAG- Full powers for estimates up to the limit as per current powers of sanction	DRM/ADRM/SAG Up to 100% of the original estimate. SAG/C Full powers for estimates up to the limit as per current powers of sanction	SG/JAG Up to 100% of the original estimate SG/JAG in Construction Full powers for estimates up to the limit as per current powers of sanction.	Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023. Note: 1. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.

S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM / ADRM / SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
5.	Works Contract for approved and sanctioned works- or supplies related to sanctioned works or zonal contracts. (A) Calling of Tenders: (i) Open Tenders.	PHOD/HOD Full Powers	DRM/ADRM/CWM (in SAG) Full Powers	JAG Full Powers	Authority: 1. Railway Board's letter No. 2007/CE-I/ CT/18 Pt. II dated 30.07.2010. 2. Railway Board's letter No. 2007/CE-I/CT/18 Pt.XII dated 31.12.2010 (Para No 4). 3. Railway Board's letter No. 94/CE-I/ CT/4/Pt.17 dated 13.08.2012. 4. Railway Board's letter no. 2017/CE-I/CT/10-Procurement Cycle dtd 23.10.2017. 5. Railway Board's letter No. Trans/01/Policy dated 08.02.2018. 6. Railway Board's letter No. 2022/F(X)II/PW/3, dated 20.07.2022

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Notes for Item 5(A)-(i):

1. For all works contract tenders requiring techno-economic evaluation, 'Two Packet System' of tendering shall be the norm as far as possible.
2. For inviting Works Tenders valuing more than Rs.10 Crs, two-packet system, shall mandatorily be followed. However, for all works contract tenders within the Tender Acceptance Powers of SAG/DRM/ADRM/CWM valuing more than Rs 10 Crore, 'Two packet System shall mandatorily be followed, except in cases where it is decided by an executive not below SAG level for reasons to be recorded in writing and with the concurrence of associate Finance, that it would be advantageous to follow 'Single packet system". For Tenders valuing beyond the tender acceptance powers of SAG/DRM/ADRM/ CWM, and costing more than Rs 10 Crore, decision of executive not below HAG in consultation with FA& CAO shall be required to adopt Single packet system of tendering in case of works tenders. Authority (RB ltr no 2017/Trans/01/Policy dated 26-12-2017)
3. For Tenders valuing up to Rs. 10 Crs, decision to adopt two-packet system shall be taken by the tender inviting authority with the concurrence of associate finance
4. The Minimum Eligibility / Qualifying criterion/criteria in the Tender Document for selecting the Tenderer should be precisely defined as per Railway Board guidelines. In case of any modification to Railway Board's standard minimum eligibility criteria, concurrence of PFA / FA&CAO /Con/RE (Associate Finance) and approval of GM/ CAO/Con/CAO/RE should be taken. (Authority: Railway Board letter No. 2018/Trans/01/Policy, dated 12.12.2018).
5. Pre-vetting of tender schedules is not necessary except in the rare urgent cases where tenders are called without sanction of detailed estimates, if detailed estimate is vetted and submitted for sanction of competent authority. Pre-vetting is also not necessary in case of zonal works and revenue works in Open Line up to Rs. 5 lakhs for which detailed estimates need not be framed. It shall be ensured that the tender schedules are prepared based on the scope of the work as included in the sanctioned estimates. In cases of urgency, open tenders may be called, before sanction of detailed estimates, with the approval of DRM/PHOD/CHODs. However, the letter of acceptance shall be issued only after the sanction of detailed estimate. (Railway Board's letter No. 2022/F(X)II/PW/3 dated 20.07.2022).
6. For inviting tender for consultancy works, prior approval of competent authority has to be obtained as per Annexure 'D'
7. All zonal contracts should be open tenders.
8. Powers to call tenders by JAG is restricted up to the value of tenders to be accepted at SAG level.
9. Eligibility criteria need not be stipulated for open tenders up to Rs.50 lakhs each. For relaxation in the prescribed eligibility for open tenders costing above Rs. 50 lakhs, personal approval of GM is required with PFA's concurrence in case of Open Line. In cases of Construction Organization, personal approval of CAO/C is required with personal concurrence of FA & CAO/C. However, for inserting eligibility criteria in specialised tenders, decision of PHOD shall be final in all cases.
10. Sufficient notice period should be given for the submission of tenders, which in the case of large works should not be less than a month. The above prescribed tender notice period may be departed from in the most exceptional circumstances only and then too in consultation with the Principal Financial Adviser. However:
 - i) For tenders valued up to and including Rs. 1 Crore invited through e-tendering, the tender notice period can be reduced up to 21 days by CAO/PHOD/CHOD/DRM/CWM (in SAG) without finance concurrence and up to 14 days with the concurrence of Associate Finance
 - ii) For tenders valued above Rs. 1 Crore and up to & including Rs. 2 Crore invited through e-tendering, the tender notice period can be reduced up to 14 days by CAO/DRM/CWM (in SAG) with the concurrence of Associate Finance
11. For Service Contracts GCC for Services shall be followed.
12. If the proposal/estimate is already concurred/vetted by FA&CAO/C, second level concurrence/vetting by PFA/open line will not be required for submitting the same for GM's approval/sanction.



S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
Add. 5(A)	(ii)(a) Limited Tenders from approved list for Works Contracts.	CAO/C Full Powers	SAG/C More than Rs. 50 Lakhs and up to Rs. 1.50 Cr.	SG/JAG in Construction Up to Rs. 50 lakhs.	1. Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023.
Notes for Item 5(A)-(ii) and (ii) (a): 1) Pre-vetting of tender schedules is not necessary except in the rare urgent cases where tenders are called without sanction of detailed estimate. Pre-vetting is also not necessary in case of zonal works and revenue works in Open Line up to Rs.5 lakhs for which detailed estimates need not be framed. It shall be ensured that the tender schedules are prepared based on the rates/quantities/scope of the work as included in the sanctioned estimates. 2) For formulating approved list of contractors and invitation of Limited Tenders, the norms specified in the Board's letter No. 94/CE- I/CT/4 dt.17.10-02,12/16-5-06 and No. 2007/CE/ I/CT/18 dt. 28-9-2007 and subsequent revisions on the subject shall be followed. 3) At least 10 names should be on the approved list of contractors. 4) Tender Notice period should not be less than 14 days. 5) The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegations to subordinate officers have also been indicated where necessary. 6) While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.					
Add. 5(A)	(ii)(b) Approval /short listing of agencies for limited tenders for construction	CAO/C Full Powers			Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023. Note: 1. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.



S.No.	Nature of Powers	PHOD/CHOD/ HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
5	(A)(iii) Special Limited Tender (a) Works of specialized nature (b) Works of urgent nature	<u>PHOD/CAO/C</u> Full Powers. <u>CAO/C</u> Full Powers	Up to Rs. 10 lakhs Up to Rs. 10 lakhs	Nil Nil	<i>Authority:</i> 1. (Rly. Bd's letter No. 94/CE-I/CT/4 dated 22.10.2001 and 17.10.2002 2. Rly. Bd's Ltr. No. F(X) II/2006/PW3 dt. 27-2-2006 and 16-05-2006 and F(X)II/2006/PW/13 dt.9-8-2006. 3. Rly. Bd's. Lr. No. 2007/CE/I/CT/18 dt.28-9-2007. 4. Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022.
Notes for Item 5 A(iii) Special Limited Tender: 1) Associate Finance concurrence is necessary. 2) As per Rly. Bd's. Lr. No. 2007/CE/I/CT/18 dt. 28-9-2007 CAO/C with the concurrence of FA&CAO/C may invite special limited tenders not only for specialized nature of work but all types of works depending upon the merit of the case. 3) Special Limited Tenders may be invited from specialised and reputed contractors/organisations/agencies. (Rly. Bd's letter No. 94/CE-I/CT/4 dated 17.10.2002). 4) Tenderers from whom Special Limited Tenders are to be invited should preferably be more than Six but not less than Four (Rly. Bd's letter No. 94/CE- I/CT/4 dated 17.10.2002). 5) Tender Notice period should not be less than 14 days 6) The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 7) While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.					



S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
5	(B) (1) Consultancy (i) Consultancy works for other than property development schemes from outside bodies including PPP projects (ii) Consultancy works for property development schemes i.e., for commercial exploitation from outside bodies	PHOD/CHOD Upto Rs 20 Lakh per case with an annual ceiling of Rs.1.5Cr.	DRM Upto Rs 10 Lakh per case with annual ceiling of Rs 1.5 Crore	NIL	Authority: 1. Item No. 30(a) of GM's delegation. Bd's Letter No. F(X)II-2016/PW/ 3 dt.14.09.2016 2. Railway Board Letter no F(X)-II/2015/PW/7 dated 12.06.2017 3. 2017/Trans/01/Policy dtd 18.10.2017 4. Railway Board's Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022.
5	(B) (2) Consultancy (i) Consultancy works for other than property development schemes from outside bodies including PPP projects (ii) Consultancy works for property development schemes i.e., for commercial exploitation from outside bodies GM-Full powers in consultancy contracts with the concurrence of PFA	CAO/C Full powers CAO/C Full powers			Note : 1. The powers delegated to CAO/C, are to be exercised by CAO/C personally and are not to be further delegated to the subordinate officers. 2. CAO/C, while exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically. 3. In case where the powers of CAO/C delegated through this letter has exceeded the powers already delegated to General Managers, GMs will automatically be authorized to exercise the same enhanced powers as delegated to the CAO/C through this letter. 4. The powers already delegated to other officers under CAO will remain unchanged. Railway Board letter No. 2017/Trans/01/Policy dated: 27 - 11- 2017 on the subject Process Reforms -



Engagement of Consultants				
Add 5(B)(2)	(iii) Consultancy Services for design of bridges & structures on single tender	CAO/C 4 Cr		This power is to be used for design of complicated bridges and structures for which only few agencies are available, which can be engaged by resorting through a single tender. Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023.
Add 5(B)(2)	(iv) Consultancy Services other than design of bridges & structures on single tender (v) Consultancy services on technical matters on single tender basis	CAO/C 2 Cr		This power to be used in complicated designs of tunnels, protection works, hydraulic studies, slope stabilities etc for which only few agencies are available which can be engaged by resorting through single tender Railway Board's letter no. 2022/F(X)II/PW/1, dated 10/04/2023. Railway Board's letter no. 2022/F(X)II/PW/1, dated 11/07/2024 & 18/10/2024.
	Note for item 5 (B) (2) 1. Associate Finance Concurrence is necessary. 2. Instructions contained in Rly. Bd's letter No. 2022/F(X)/PW/1 dated 10.05.2022 are to be followed. 3. All IITs, IIMs, IISc/Bengaluru, NITs, School of Planning and Architecture/Delhi, JJ College of Architecture/Mumbai shall be exempt from deposition of Earnest Money (EMD) and Security Deposit (SD) for award of work to them.			



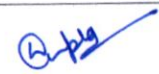
S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
5.	(D) (i) Invitation of single tender in case of works pertaining to doubling, Traffic facility, New lines, gauge conversion and railway electrification projects, which are targeted for completion in the current financial year. (ii) Invitation of single tender for Construction projects, which are targeted for completion in the next 12 months	CAO/C, CAO/RE Up to Rs. 5 Cr. CAO/C Rs. 60 Cr.	Nil	Nil	Authority: - Para-1214-A of Engineering Code - Railway Board's letter No. 2007/CE- I/CT/18 dated 07.03.2008 - Railway Board's letter No. 2007/CE- I/CT/18 Pt. XII dated 31.12.2010 (Para-3), - Bd's Letter No.2011/CE I(Spl)/CT/0/4 dated 27.06.2011 and 11.10.2012 & Letter No.2011/CE- I/CT/0/4 dated 14.11.2013 followed by 02.05.2017. - Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022 & 11/03/2024.
Notes for Item 5 (D): - Personal concurrence of PFA/FA & CAO/C is required. - Powers to be exercised only in respect of Plan Heads and Projects targeted for completion by awarding Single Tender as per the instructions of Railway Board for specific Financial year. - Prudence and transparency shall be maintained in the exercise of these powers - These powers shall be exercised judiciously and sparingly with extreme caution - Cases finalized under these powers shall be reported to Board through GM. - In case where such need has arisen due to existing contractor not able to take up required quantum of works in last mile, recovery of extra cost incurred if any, to be deducted from defaulting contractor and completion certificate to be endorsed accordingly, along with action(s) as per prescribed rules. - The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. - While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.					

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S.No.	Nature of Powers	PHOD/CHOD/ HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
5	(F) (i) To dispense with calling of tenders for works which are urgent in nature and to accept offers received in response to quotations.	Up to Rs. 10 Lakhs per case for all works including works directly related to safe running of trains with annual limit of Rs.1.2 Cr.	Up to Rs. 10 Lakhs per case for all works including works directly related to safe running of trains with annual limit of Rs. 1.2 Cr.	<u>JAG/SG & SS officers</u> <u>(Independent charge)</u> (i) Works directly related to safe running of trains: Up to and including Rs.2 lakhs per case without finance concurrence subject to annual ceiling limit of Rs. 10 Lakhs. (ii) All other works including works directly related to safe running of trains: Up to Rs.5 lakhs per case with annual limit of Rs.60 lakhs (including (i) above). SG and JAG in workshop - same as above	Authority: Board's Letters Nos. 1. 2007/CE-I/CT/18/Pt. dt 05.03.2009. 2. 2007/CE-I/CT/18 dt.06.09.10. Pt.13 3. 2007/CE-I/CT/18/Pt.13 dt.11.09.17 4. 2022/F(X)II/PW/1,dated10.05.2022. 5. 2022/F(X)II/PW/1,dated10/04/2023.



	Notes for Item 5 F (i) (Quotations): 1. Finance concurrence is necessary except for delegation under col. 5(i) for which certification by accepting Authority that the work is of urgent nature and directly related to safe running of trains in his jurisdiction is required to be recorded. 2. The powers shall be exercised by the officers with their own administrative approval and no separate administrative approval is necessary. 3. The powers should be exercised sparingly. The circumstances under which quotations have to be called should be spelt out. 4. The powers are also subject to the availability of provision in sanctioned estimate or preparation/ sanction to the detailed estimates wherever necessary. 5. The work should not be split up for the purpose of bringing it within the ambit of this dispensation 6. The reasonableness of rates should be gone into objectively and in detail by the accepting authority. 7. Quotations should not be for fancy (expensive but of low utility) items. 8. Quotations should only be for works which are urgent in nature. 9. Quotations should normally be invited from at least three well experienced contractors/ agencies not necessarily borne on the approved list. 10. Accepting Authority must take precautions to see that the quotations are from genuine firms (and not from fictitious firms). 11. A Register showing the full particulars of works authorized through quotations shall be maintained by the officer having powers to dispense with calling of tenders. The register shall be sent to associate finance while seeking their concurrence. 12. The powers delegated are specific to the department/division concerned. 13. Cross utilization of powers of equivalent officers in a division/single administrative unit shall not be allowed 14. Notice period of at least 7 days from the date of NIQ (Notice inviting Quotation) shall be maintained. In case of emergency, the period can be reduced with approval of the authority accepting quotation. 15. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 16. While exercising these powers, concurrence from the associate finance would be required unless stated otherwise specifically.				
5(F)	(ii) To dispense with calling of tenders for works which are urgent in nature and to accept offers received in response to quotations.	CAO/C Rs. 4 Cr. Per case for construction projects with annual limit of Rs. 25 Cr.	SAG/C Up to Rs. 15 lakh per case with annual limit of Rs. 1.5 Cr.	—	Authority: Board's Letters Nos. 1. 2007/CE-I/CT/18/Pt. dt 05.03.2009. 2. 2007/CE-I/CT/18 Pt.13 dt.06.09.10. 3. 2007CE-I/CT/18/Pt.13 dt.11.09.17 4. 2022/F(X)II/PW/1,dated10.05.2022. 5. 2022/F(X)II/PW/3,dated20/07/2022 6. 2022/F(X)II/PW/1,dated10/04/2023. 7. 2022/F(X)II/PW/1,dated11/03/2024.



Notes for Item 5 F (ii): (Authority: Rly Board's letter No.2022/F(X)II/PW/1, dated. 11.03.2024),

1. The power given in 5(F)(ii) is to be used for last mile connectivity of projects, unforeseen/left over works directly required for completion of projects. In case such need has arisen due to existing contractor not able to take up required quantum of works in last mile, recovery of extra cost incurred if any, to be deducted from defaulting contractor and completion certificate to be endorsed accordingly, along with the action(s) as per prescribed rules.
2. Finance concurrence is necessary.
3. The powers should be exercised sparingly. The circumstances under which quotations have to be called should be spelt out.
4. The powers are also subject to the availability of provision in sanctioned estimate or preparation/ sanction to the detailed estimates wherever necessary.
5. The work should not be split up for the purpose of bringing it within the ambit of this dispensation
6. The reasonableness of rates should be gone into objectively and in detail by the accepting authority.
7. Quotations should not be for fancy (expensive but of low utility) items.
8. Quotations should only be for works which are urgent in nature.
9. Quotations should normally be invited from at least three well experienced contractors/ agencies not necessarily borne on the approved list.
10. Accepting Authority must take precautions to see that the quotations are from genuine firms (and not from fictitious firms).
11. A Register showing the full particulars of works authorized through quotations shall be maintained by the officer having powers to dispense with calling of tenders. The register shall be sent to associate finance while seeking their concurrence.
12. Notice period of at least 7 days from the date of NIQ (Notice inviting Quotation) shall be maintained. In case of emergency, the period can be reduced with approval of the authority accepting quotation
13. The notice inviting quotations should be given wide publicity.
14. Instructions contained in Rly. Bd's letter No. 2022/F(X)II/PW/1 dated 10.05.2022 and Rly. Bd's. Letter. No. 2022/F(X)II/PW/3, dated 20.07.2022 are to be followed.

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S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
Add. 5	(H) Approval for offloading contracts for the last Milestone construction projects likely to be commissioned within 6 months	<u>CAO/C</u> Up to 10% of Contract price or 50 Cr. whichever is less <u>CPM/CE(C)</u> Up to 5% of Contract price or 20 Cr. whichever is less Additional cost, recovered from the pending dues of the contractor EPC: Nil			Authority: Railway Board's Letter No. 2022/F(X)II/PW/1 dated 11.07.2024 & 18.10.2024. Note: While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.
7	Introduction of new SOR items in contract for works.	<u>PHOD/HOD</u> Full Powers	<u>DRM/ADRM/CWM (in SAG)</u> Full Powers	<u>SG/JAG/SS</u> (Independent Charge) Full Powers	Authority: Railway Board's Letter No. 2018/Trans/01/Policy dated 17.10.2018
	Note for item 7: 1. The items of work proposed for inclusion should be relevant to the main scope of work. 2. Revision to contract value shall be proposed by way of variation statement. 3. The variation shall be governed as per notes in item no 9 of this SOP works matters Part-A. 4. Finance concurrence is not required subject to following: Value of new items is less than Rs. 5 lakh and percentage change in overall contract value is less than 10 percent.(RB's letter No. 2018/ Trans/01/Policy dated 17.10.2018)				



S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
8	(A)(i) Introduction of new non-schedule items in contract for works without Finance Concurrence (ii) Introduction of new non-schedule items in contract for works without Finance Concurrence	<u>PHOD/HOD</u> Up to Rs 5 Lakh in a contract (or 10% of the original value of the contract whichever is less <u>CAO/C</u> Up to Rs 5 Cr. Or 1% of the Contract value whichever is less for targeted works	<u>DRM/ADRM/ CWM (in SAG)</u> Up to Rs 5 Lakh in a contract (or 10% of the original value of the contract whichever is less	<u>SG/JAG/SS (independent Charge)</u> Up to Rs 5 Lakh in a contract (or 10% of the original value of the contract whichever is less)	Authority: - Board's letter No. 87/WI/CT/10 dated 17.3.1988 and No.94/CE-I/CT/37 dated 6.6.95. - Railway Boards Letter No. 2007/CE-I/CT dated 31.8.2007 and Cs no dtd 04.01.08 - Board's, letter no 2017/Trans/01/Policy dated 18.10.2017 - Board's Lr No.2018/TF/Civil/Works Dtd.12/06/2018 - Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022.
	(B)(i) Introduction of new non-schedule items in contract for works with finance Concurrence (ii) Introduction of new non-schedule items in contract for works with finance Concurrence	Full Powers <u>CAO/C</u> Full powers	Full Powers	Full Powers	

Add. 8	(C) Introduction of new non-schedule items in Consultancy contract with finance Concurrence	CAO/C Rs. 5 Cr. Or 10 % of the contract value whichever is less			
	Note for item 8: 1. It should be ensured that the rates sanctioned for such non- schedule items, are comparable to the rates for similar works executed in the area. 2. Rates should be derived from Last Accepted rates of SOR/NS items of similar conditions and where new items cannot be derived from such SOR/NS items, market rates should be taken. Rates of such NS items accepted without finance concurrence cannot be quoted as Last accepted rate (LAR) for justifying similar rates in future tenders. 3. The variation shall be governed as per notes in item no 9 of this SOP works matters Part-A. 4. For item 8 (A) ii & C, 70% payment can be released of approved NS item after approval of competent authority pending processing by Finance & sanction of competent authority. 5. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 6. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				

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S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
9.	Variation in quantities specified in contracts (A) Increase in quantities specified in the Contract.	PHOD/ HOD Full powers (Provided the conditions given in the remarks column are adhered to and the revised monetary value of the amended contract does not exceed their current power of Tender acceptance).	DRM/ADRM/ CWM (in SAG) Full powers (Provided the conditions given in the remarks column are adhered to and the revised monetary value of the amended contract does not exceed their current power of Tender acceptance).	SG/JAG/SS (Independent Charge) Full powers (Provided the conditions given in the remarks column are adhered to and the revised monetary value of the amended contract does not exceed their current power of Tender acceptance).	Authority: 1. Rly Board's letter No. 94/CE- I/CT/4 dt.17.10.02. 2. Rly Board's letter No. 2007/CE- I/CT/18 dt. 28-9-2007. 3. Rly Board's letter No.2007/CE- I/CT/18/Pt.XII dated 31.12.2010. 4. Railway Board's letter No.2007/CE- I/CT/18/Pt.XII dated 08.07.2016 5. Railway Board's Transformation Cell Letter no 2017/Trans 01/policy dated 08.02.2018. 6. (Authority: RB Ltr no.2017/Trans/01/Policy dated 27-03-2018) 7. Board, letter no 2017/Trans/01/Policy dated 18.10.2017 8. Board's letter No. 2018/TF/Civil Works dt 12.06.2018 9. Board's letter no. 2018/Trans/01/Policy, dated 17/10/2018. 10. Board's letter no. 2022/F(X)II/PW/3, dated 20/07/2022. 11. Board's letter no. 2022/F(X)II/PW/1, dated 11.07.2024 & 18.10.2024

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Notes for Item 9 (A)

1. Individual NS items in contracts shall be operated within variation upto plus or minus 25% and payment would have made as per the agreement rate. For this no finance concurrence would be required.
2. For the tenders accepted at the Zonal Railways level, the variation in quantities will be approved by the authority in whose current tender acceptance powers, the revised value of the agreement lies.
3. In case an increase in quantity of an individual item by more than 25% of the agreement quantity is considered unavoidable, the same shall be got executed by floating a fresh tender. If floating a fresh tender for operating that item is considered not practicable, quantity of that item may be operated in excess of 125% of the agreement quantity (100% i.e., the original quantity + 25% i.e., quantity over and above the original quantity) subject to the following conditions:
 - a. Since there is an in-built rate reduction Clause of 2% & 4% for variation between 125% & 140% & between 140% and 150% respectively on the accepted rates it will only require the prior approval of the Tender Accepting Authority (TAA) who is an officer not below the rank of JAG without finance concurrence subject to other conditions mentioned in Clause 42(4) of GCC 2014.
 - b. However, a Supplementary Agreement/Addendum to original Agreement should be drawn subsequent to sanction of the variation by an officer not below the rank of JAG, which needs to be vetted by Associate Finance.
 - c. Quantities operated in excess of 125% but up to 140% of the agreement quantity of the concerned item, shall be paid at 98% of the rate awarded for that item in that particular tender.
 - d. Quantities operated in excess of 140% but up to 150% of the agreement quantity of the concerned item shall be paid at 96% of the rate awarded for that item in that particular tender.
4. Variation in quantities of individual items beyond 150% will be prohibited and would be permitted only in exceptional unavoidable circumstances with the concurrence of Associate Finance and shall be paid at 96% of the rate awarded for that item in that particular tender.

However, for last Mile stone Construction Projects with commissioning target in next 6 months, Variation in quantities of individual items beyond 150% shall be permitted with the concurrence of FA&CAO/Con an personal approval of CAO/Con and shall be paid at 96% of the rate awarded for that item in that particular tender.(Board's letter no. 2022/F(X)II/PW/1, dated 11.07.2024 & 18.10.2024)

5. The variation in quantities as per the above formula will apply only to the individual items of the contract and not on the overall contract value.
6. Execution of quantities beyond 150% of the overall agreement value should not be permitted and, if found necessary, should ordinarily be only through fresh tenders or by negotiating with the existing contractor, with personal concurrence of PFA(in case of open line)/FA&CAO/C (in case of construction) and personal sanction of General Manager.

However, for last Mile stone Construction Projects with commissioning target in next 6 months, Execution of quantities beyond 150% of the overall agreement value shall be permitted with the personal concurrence of FA&AO/Con an personal approval of CAO/Con and shall be paid at 96% of the rate awarded for that item in that particular tender.(Board's letter no. 2022/F(X)II/PW/1, dated 11.07.2024 & 18.10.2024)

7. The limit for varying quantities for minor value items shall be 100% (as against 25% prescribed for other items). A minor value item for this purpose is defined as an item whose original agreement value is less than 1% of the total original agreement value.
8. No such quantity variation limit shall apply for foundation items.
9. As far as SSR/SOR items are concerned, the limit of 25% would apply to the value of SSR/SOR schedule as a whole and not on individual SSR/SOR items. However, in case of NS items, the limit of 25% would apply on the individual items irrespective of the manner of quoting the rate (single percentage rate or individual item rate).
10. For tenders accepted by Board Members and Railway Ministers, variations up to 110% of the original agreement value may be accepted by General Manager.
11. The aspect of Vitiating if any, shall be governed as per Railway Board's Transformation Cell Letter no 2017/Trans 01/policy dated 08.02.2018

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12. In zonal contracts, the variation in the contract should not exceed 25% of the contract value
13. Overall agreemental Value, arrived at by adding the positive variation and subtracting the negative variation from the accepted value of the contract, shall be taken for deciding the competency of sanction. (Authority: RB Ltr no 2017/Trans/01/Policy dated 27-03-2018)
14. The estimate provision/ preparation of revised estimate shall be ensured. The extant rules for excess over estimate, if any, due to escalation/ other than escalation, shall be followed.
15. Vetting of Corrigendum/Addendum in cases of variations of a works contract is not required when all following conditions are being satisfied:
 - (i) Value of new items (SOR or NS) is less than Rs. 5 lakh.
 - (ii) Percentage change in overall contract value is less than 10%.
 - (iii) Percentage change in all individual NS items is less than 25% (for minor items 100%).(Railway Board's letter no. 2018/Trans/01/Policy, dated 17/10/2018).
16. If the proposal /estimate is already concurred/vetted by FA&CAO/C, second level concurrence/vetting by PFA/open line will not be required for submitting the same for GM's approval/sanction. (Railway Board's letter no. 2022/F(X)/II/PW/3, dated 20/07/2022).
17. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.

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S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
9	(B) decrease in quantities specified in contract.	Full Powers In respect of contracts the amended contract does not exceed their current power of Tender acceptance	Full Powers in respect of contracts accepted by them.	<u>SG/JAG/SS (Independent Charge)</u> Full Powers in respect of contracts accepted by them.	<i>Authority:</i> 1. Railway Board's letter No.2007/CE-I/ CT/18/ Pt. XII dated 31.12.2010 2. Board's letter no. 2018/Trans/01/Policy, dated 17/10/2018.

Note for above item 9 (B):

- (a) The contract signing authority can decrease the items up to 25% of individual items without finance concurrence.
(b) For decrease beyond 25% for individual items or 25% of contract agreement value, the approval of an officer not less than rank of SA Grade may be taken, after obtaining 'No Claim Certificate' from the contractor and with finance concurrence, giving detailed reasons for each such decrease in the quantities.
(c) It should be certified that the quantities proposed to be reduced will not be required in the same work at a later stage.
- The aspect of Vitiating if any, shall be governed as per Railway Board's Transformation Cell Letter no 2017/Trans 01/policy dated 08.02.2018.
- The limit for varying quantities for minor value items shall be 100% (as against 25% prescribed for other items). A minor value item for this purpose is defined as an item whose original agreement value is less than 1% of the total original agreement value.
- No such quantity variation limit shall apply for foundation items.
- Vetting of Corrigendum/Addendum in cases of variations of a works contract is not required when all following conditions are being satisfied:**
 - Value of new items (SOR or NS) is less than Rs. 5 lakh
 - Percentage change in overall contract value is less than 10%.
 - Percentage change in all individual NS items is less than 25% (for minor items 100%)(Railway Board's letter no. 2018/Trans/01/Policy, dated 17/10/2018).

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S.No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
35.	Acquisition of land- (A) against provision made in a sanctioned estimate	PCE/CAO/CN/ CE/CN Full powers	DRM/ADRM Full powers	JAG Full powers	1. Finance vetting is necessary as regards funds availability. 2. For Payment of land cost due to: a. Full price escalation. b. Upto 20% due to increase in quantity. CAO/C may sanction sub-estimate of land with concurrence of FA & CAO/C and payment may be released if project is getting delayed on this account without waiting for sanction of revised estimate of the project. The revised estimate should necessarily include this sub-estimate of increased land cost before sanction. Authority: 1. Para 913 of Engg. Code 2. Railway Board's letter no. 2022/F(X)II/PW/3, dated 20/07/2022. 3. Railway Board's letter no. 2022/F(X)II/PW/1, dated 11/07/2024 & 18.10.2024. Note: 1. If the proposal/estimate is already concurred/vetted by FA&CAO/C, second level concurrence/vetting by PFA/open line will not be required for submitting the same for GM's approval/sanction. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.

S.No.	Nature of Powers	PHOD/CHOD/ HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
37	(B) Security guards for non-core activities	<u>CSC</u> Full powers	Nil	Nil	Deleted. Provision in Part-G (Security Matters), Item No. 13 will be applicable for engagement of security guards for non-core activities. (Railway Board's letter No. 2018/Trans/01/Policy dated 17.10.2018)
37 Add.	(F) Rendering Services: Services for preparation of drawing, field survey estimate, land acquisition, forest clearance, collection of data	<u>CAO/C</u> Full powers			Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022. Note: 1. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.

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38	Repairs/AMC to Machinery & Plants including material handling vehicles (excluding motor trolleys and motor vehicles) including cost of spares incidental to repair.	Full power with Associate Finance Concurrence	Full power with Associate Finance Concurrence	SG/JAG/SS(IC) - Upto Rs. 25,000 , per case with overall annual limit of Rs 1 lakh only.	<i>Authority:</i> 1. Rly, Bd, letter no, 2011/F(X) II/5/11 dated 15.06.2016. 2. Board, letter no. 2017/Trans/01/Policy dated 18.10.2017 For (a) Finance concurrence is necessary above Rs. 15,000/- Processing of cases shall be dealt as per works contract matters. AMC shall be resorted to only when the maintenance cannot be done through departmental staff/ resources. Approving / Sanctioning authority has to satisfy himself in this regard. <i>For (b) Finance concurrence is necessary if expenditure exceeds Rs. 25,000/- per occasion.</i> <i>(Railway Board's letter no. 2018/Trans/01/Policy, dated 17/10/2018)</i>
	a. Expenditure on diagnosis of fault	Full power with Associate Finance Concurrence	Full power with Associate Finance Concurrence	SG/JAG/SS(IC) - Upto Rs. 25,000 , per case with overall annual limit of Rs 1 lakh only.	
	b. Repair other than single tender basis	Full powers	Full powers	SG/JAG/SS(IC) - Rs.5 lakh, per case with Finance Concurrence	
	c. Repair on single tender basis with OEM or authorised dealer of OEM.	Full power with Associate Finance Concurrence	Full power with Associate Finance Concurrence	SG/JAG/SS(IC) Rs 50,000/per case with Finance Concurrence subject to annual limit of Rs 5 lakh.	
	d. Annual Maintenance Contract on other than single tender basis	Full power with Associate Finance Concurrence	Full power with Associate Finance Concurrence	SG/JAG/SS(IC) - Rs.5 lakh per case with Finance Concurrence	
	e. Annual Maintenance Contract on Single tender basis with OEM or authorised dealer of OEM.	Full power with Associate Finance Concurrence	Full power with Associate Finance Concurrence	Unit Incharges (JAG/SG) Rs 2 lakh per case with annual ceiling of Rs 30 lakh With finance concurrence	

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Add. 42(A)	Approving Temporary licensing of Railway land for short duration for activities including cultural and sports activities, commercial activities, concerning Railways & Melas, against payment of license fees. 1. RB Ltr No. 2004/LML/18/30 dt. 13.05.2016 & 27.04.2004 and 2. RB Ltr No. 83/W2/LM/18/87 dt. 03.03.1987		<u>DRM</u> Full powers upto 15(fifteen) days		Finance concurrence is necessary. Note: 1. This excludes functions related to religious activities. 2. All other cases of licensing such as temporary shops, exhibitions, carnivals or circus shows, held for commercial purpose, will continue to require GM's personal approval as per existing procedure. (RB's letter No. 2018/Trans/01/Policy dated 17.10.2018)
43	(i) To sanction expenditure on testing charges of steel, concrete cubes, ballast, soil, drinking water etc. from Govt. Institutions/ Govt. approved laboratories	<u>PHOD</u> Full Powers <u>HOD</u> Up to Rs.50,000/- in each case	<u>DRM/ CWM (in SAG)/SAG</u> Up to Rs. 50,000/- in each case <u>ADRM</u> Rs. 35,000/- in each case	<u>JAG/SG/SS independent charge</u> Rs. 25,000/- in each case.	<u>Authority:</u> 1. From reputed institutes Like IIT/NIT/ Shriram Institute for Industrial Research/ MSME etc 2. Rates, Finance concurrence required For cases in excess of Rs 25000/

43 Add	(ii) To sanction expenditure on testing charges of steel, concrete cubes, ballast, soil, drinking water etc. from Govt. Institutions/ Govt. approved laboratories	CAO/C Full powers	—	—	Authority: 1. From reputed institutes Like IIT/NIT/ Shriram Institute for Industrial Research/ MSME etc 2. Rates, Finance concurrence required For cases in excess of Rs 25000/- 3. Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022.
	Note: 1. Testing of the materials shall be carried out from Engineering institute like IIT's, NIT's, National Test House, or any other NABL (National Accreditation Board for Testing and Calibration Laboratories) accredited Laboratories . 2. In case of institutions of National repute like IIT,NIT, NTH etc.- Advance payment can be made if demanded. 3. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 4. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically				
46	(i) Entering into contracts/formal understanding in the prescribed forms for performance/ provision of the agreed services, etc., by Departments/Statutory Bodies of the Central, State or Local Bodies (Municipalities, etc.) for Railway's use and payment of fees and other amount there for as per the scale prescribed by the respective Authority.	Full Powers	DRM/ADRM/ CWM (SAG) Full Powers	JAG Up to Rs. 20 lakhs Sr. Scale Upto Rs. 5 lakhs	1. Format of MOU to be vetted by Law Branch. 2. Finance concurrence is necessary along with vetting of Draft MOU. 3. Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.05.2022. Note: 1. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.
46 Add.	(ii) Entering into contracts/formal understanding in the prescribed forms for Consultancy services on technical matter on nomination basis such as proof checking of design and drawing by Engineering institute of National/International repute like IITs/NITs etc.	CAO/C Full Powers			

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	Note for 46 (ii): Provision of Advance payment up to Rs. 1 Cr. With the Personal concurrence of FA&CAO/C & approval of CAO/C can be made.				
Add. 49	Spot purchase of items for new assets being constructed by construction organization.	CAO/C 1 Cr			Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023.
	Note : 1. This power to be used only if it is not possible to procure through normal competitive bidding. 2. The level of SPC should be based on the level already decided by Zonal Railways 3. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegations to subordinate officers have also been indicated where necessary. 4. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				

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S.No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM / SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
Add. 50	Expenditure on Inspection of CRS of Zonal Railway	CAO/C Full powers	SAG/C 10 lakh		Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023 & 22.02.2024
	Note: 1. These powers to be used to cater for food, tentage, accommodation, vehicles for Rly staff & visiting/inspecting officers, transportation of misc. items etc on the day of CRS Inspection in connection with commissioning of new line, gauge conversion or doubling projects. 2. Expenditure under this item, if beyond Rs. 10 lakh, should only be done through competitive bidding including quotation. No imprest should be created for more than Rs. 10 lakh under any circumstances. 3. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 4. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				
Add. 51	Expenditure on food, tentage & lighting etc. at site during NI working	CAO/C Full powers	SAG/C 10 lakh		Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023 and 03/11/2023

	Note: 1. These powers to be used to cater for food, tentage, accommodation, vehicles for rly staff & visiting/inspecting officers, transportation of misc. items, lighting arrangements etc during NI working in connection with commissioning of new line, gauge conversion or doubling projects 2. Expenditure under this item, if beyond Rs. 10 lakh, should only be done through competitive bidding including quotation. No imprest should be created for more than Rs. 10 lakh under any circumstances. 3. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to subordinate officers, as the delegation to subordinate officers have also been indicated wherever necessary. 4. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				
Add. 52	Sanction for hiring of Legal/Statutory services by firms	CAO/C Full powers	SAG/C 1 lakh		Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023.
	Note: 1. Subject to finance concurrence for value more than Rs. 50,000 in each case. 2. This will be exercised after concurrence by the DGM(LAW) 3. This is for Hiring of legal firms for contractual matters which are pending in courts/arbitrations where financial implication is very high and where internal in-house capability of legal cell of Zonal railway to defend railway's interest is not adequate. 4. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary 5. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				
Add. 53	Payments/Advances to Government Departments/ PSUs/ Public Utility Companies for Provision/ Modification of Services/Rental for Services Required for Execution of Projects	CAO/C Full powers	SAG/C 1 Cr		Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023.

[Signature]

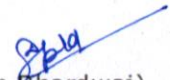
	Note: I) Powers to be exercised if provision exists in the sanctioned estimate. II) Prior finance concurrence will be required. III) These powers to be used for circumstances when some services are required from the Government Departments/ PSUs/ Public Utility Companies in connection with execution of projects in the Interest of the railway. Many a times it is in the interest of Railways to get the works executed through other Government/ semi Government agencies, which are better equipped to take up such works, rather than doing these works by Railways IV) The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary V) While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically				
Add. 54	Hiring of CA	CAO/C Full powers			Authority: Rly. Bd's. Letter. No. 2022/F(X)II/PW/1, dated 10.04.2023
	Note: It should be done through competitive bidding only. 1. The powers delegated to CAO/Cs have to be exercised by CAO/Cs personally and are not to be further delegated to the subordinate officers, as the delegation to subordinate officers have also been indicated where necessary. 2. While exercising these powers, concurrence of the associate finance would be required unless stated otherwise specifically.				

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

1. It may be ensured that the proposal in no way contradict any of the guidelines/benchmark established by Railway Board and the codal provisions.

This has the approval of General Manager/NR

CS No. 23, Issued vide Dy.GM/G Letter No. 98-G/M-SOP/A: Works Matters/2026-27, dated 02.04.2026


(Gunjan Bhardwaj)
Dy. General Manager (G)