

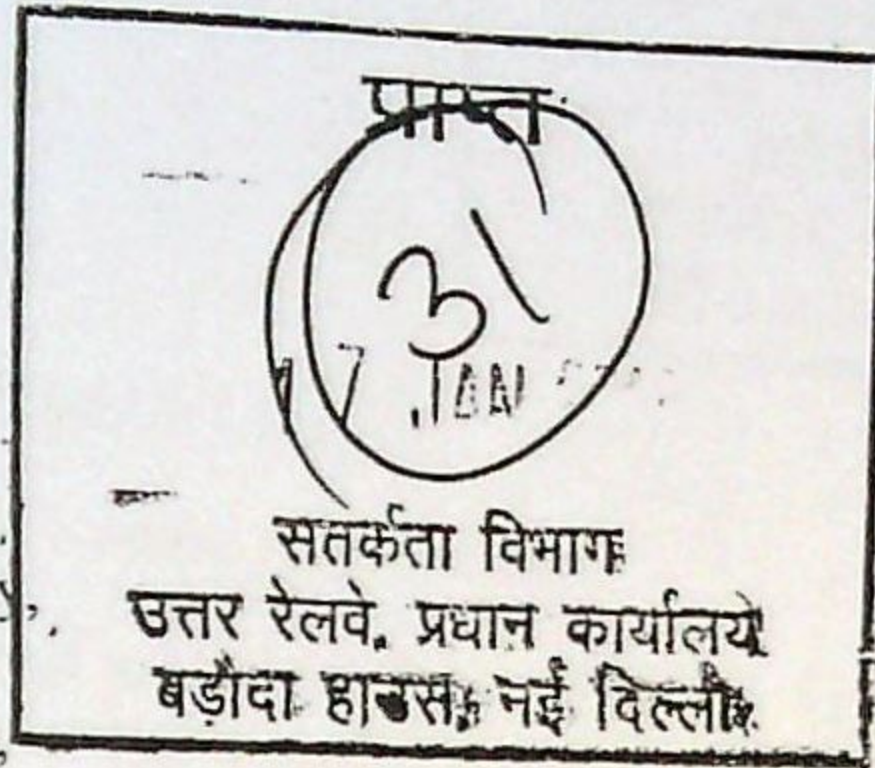
NORTHERN RAILWAY

headquarters Office,  
Baroda House,  
New Delhi.

Confidential

No. E-123/Sig/G

Sr.DSTEs  
Northern Railway,  
DRM Office,  
DLI, FZR, LKO,  
MB & UMB



*Dy-cvo/SET*  
*S.A.D Sharma*  
*SM*

Dated: 16/01/2013

**Sub- System Improvement**

The Vigilance Department has observed that in certain works contracts serious discrepancies exist in Technical specifications and corresponding Schedule of rates.

In some cases description of Similar nature of work, Special conditions of contract, mode and agency of inspection, inspection and payment clause etc. are not mentioned clearly.

In some divisions, the Sr.DSTEs are only approving SOR and not the tender document containing various Technical/Special conditions as mentioned above.

Due to signatures not existing on Master copy of the tender documents, it becomes difficult to pinpoint the responsibilities of the officials involved in the preparation and approval of tender document. In some cases it is also noted that only approved SOR are available in the files and no Master copy is available.

It is, therefore, advised that Master copy of tender document duly signed by an officer based on which tender has been floated should be available in the relevant tender files to avoid Vigilance cases on this account.

Please acknowledge receipt of this letter and ensure strict compliance of above instructions.

*(Signature)*  
(Shobhana Bandopadhyaya)  
C.S.T.E./Plg.  
For CSTE

Copy to/-

1. CSTE/Proj-E, CSTE/Proj-W & CSTE/Const. for information and necessary action please.
2. GM/Vig in ref. to his letter No. Vig/Misc/System Improvement/2012 dtd 07.01.13.