

उत्तर रेलवे

प्रधान कार्यालय,
बडौदा हाऊस,
नई दिल्ली।

त्र सं: E-S/Vig/System Improvement/SD/N.S/2018

दिनांक 16.10.2018

सभी क्रय अधिकारी,
उत्तर रेलवे, प्रधान कार्यालय,
बडौदा हाऊस, नई दिल्ली।ओएसडी/आईटी,
उत्तर रेलवे, प्रधान कार्यालय,
बडौदा हाऊस, नई दिल्ली।सभी डिपो अधिकारी,
उत्तर रेलवे।सभी मंडल भंडार अधिकारी,
उत्तर रेलवे।All Purchase Officers, Hd. QRs Office,
Dy. Chief Materials Manager, JUDW, ASR, AMV.CB & SSB
Sr.DMM, DLT, LKO, UMB, MB & FZR
Dy.CMM/Con./K. Gate/Delhi & JAT,
SMM/ETD/GZB, LDH, KJGY,
SMM/NB/CH, SMM/BDGM, SMM/Sig/GZB,
SMM/DSL/TKD, SSB, AMV & LDI,
AMM/EMU/GZB, SRE, AMM/DEMU/JUC, AMM/BWS/JRC,
AMM/Pig. Press/SSB, AMM/BCN/TKD, UMB & KJGY,
AMM/ANVT, AMM/KLK.विषय: System Improvement regarding refund of Security Deposit in non-stock
procurement cases.

Ref :- Vigilance letter No. VIG/CT/V-06/2016/04/00717/N/HQ dated 05.10.2018

1.0 In two non-stock purchases cases as investigated by Vigilance, it is found that Security Money was refunded after a gap of more than one year to three years. This Security Money was deducted from the 1st bill of the firm under Clause No. 40(b) of the purchase order. It is also noted by the Vigilance that warranted action was not taken by the concerned responsible official even after several repeated correspondence made by the firm.

There is a set system and adequate instructions in Purchase Office to deal with refund of Security Money submitted by the firm in the form of physical instrument or as deducted from the firm's bill.

It is however, once again reiterated that a re-conciliation or the process of contract completion be adopted to ensure any pending post contract issues or any subject relating Security Money etc.

2.0 To further streamline refund of Security Money in case of stock or non-stock procurements where security money (to be refunded) has been deducted from the firm's bill, leveraging IT technology is helpful to identify such pending issues, as bill payment is already computerised on I-Pass. OSD/IT in consultation with CRIS to look into the subject and computerise this activity also.

3.0 In addition to above, all concerned working under your control may please be advised suitably to acknowledge and reply the correspondence made by the firms in a given time line preferably within 07 days.

4.0 All concerned to please acknowledge the receipt of this letter.

(डॉ. एन के शर्मा)
मुख्य सामग्री प्रबन्धक/विक्रय

Copy to :-

G.M (Vig.), N.Rly., Baroda House, New Delhi in reference to their letter No. VIG/CT/V-06/2016/04/00717 dated 05.10.2018

NORTHERN RAILWAY

851

14
2018

Head Quarter office
Store Branch
Baroda House
New Delhi-110001

No: 23-S/Purchase Module of iMMS/Computer Cell/2016-17 का कार्यालय (प्रिपित भण्डार) Date 25.10.2018

26 OCT 2018
उत्तर रेलवे, नई दिल्ली

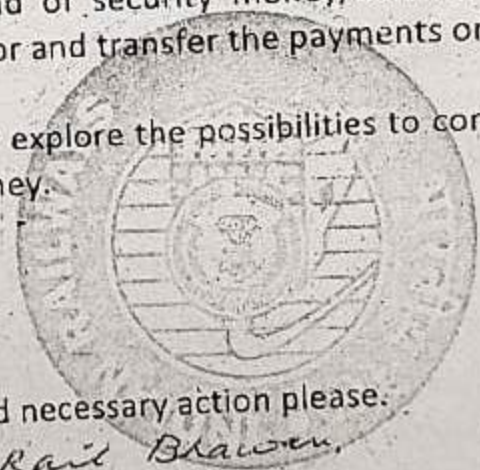
GM/MMIS
Center for Railway Information System
ITPI Building IP Estate
New Delhi

Sub: Leveraging of IT in refund of security deposit/Earnest Money

Some instances have been reported by vigilance wherein security money was refunded after a gap of 1 to 3 years after its due date. There is a set manual system & procedure to deal with the refund of security deposit/earnest money submitted by firm in form of physical instrument or as deducted from the firm's bill.

To further stream line the refund of security money/earnest money, leveraging IT technology will be much helpful to monitor and transfer the payments online, as bill payment is already computerized on I-Pass.

It is therefore requested to kindly explore the possibilities to computerize the activities of refund of security deposit/earnest money.



[Signature]
OSD/IT

Copy to: EDRS/G for kind information and necessary action please.

Railway Board, Rail Bhawan,
New Delhi

o/c