

MEMORANDUM

(MODEL SOP- Correction Slip No. RB/MSOP/2018/06)

General Manager has accorded approval towards the revision of Model SOP/2018: Part – E: Commercial Matters, Item No.26 (A) & (B) and New Item No. 26 (H) as concurred by Finance vide U.O.No. PNO/TA/FA/SOP/Pt III dtd. 14.11.2018.

The revised delegation of powers towards the above item is as detailed in the Annexure (one sheet) and comes into force with immediate effect.



(M. K. Sarkar) 26.11.18
Sr. ADGM/MLG

For Dy. General Manager (G)

Correction Slip No. RB/MSOP/2018/06
Z/93/G/SOP/Policy

Dated : 26.11.2018

Copy circulated for information and necessary action to :-

1. DGM & Secy. to GM : For kind information of General Manager.
2. AGM : For kind information.
3. SDGM : -do-
4. All PHODs/CHODs
5. All DRMs
6. CWM/DBWS & NBQ
7. CPRO



(M. K. Sarkar) 26.11.18
Sr. ADGM/MLG

For Dy. General Manager (G)

CORRECTION SLIP No. : RB / MSOP / 2018 / 06 dated 26.11.2018

Model SOP, Part - E COMMERCIAL MATTERS

S.No	Nature of Powers	PHOD/HOD	DRM/ADRM	Divisional Officers, & Officers in Headquarters	Remarks
1	2	3	4	5	6
26.	<p>EARNINGS CONTRACTS Contracts for commercial matters Viz. Parking ##, Publicity, Pay & Use toilets ## labour license and other misc. earnings contracts (except parcel leasing and catering)</p> <p>(A) to call for open tenders</p> <p>(B) to accept open tenders</p>	<p>Full Power</p> <p><u>PHOD/CHOD</u> Full power above Rs 100 Cr.</p>	<p><u>DRM</u> Full Power</p> <p><u>DRM -Above Rs.10</u> Cr upto 100 Cr <u>ADRM - Above Rs.5</u> Cr upto 10 Cr</p>	<p><u>Sr. DCM/Dy. CCM</u> Full Power</p> <p><u>Sr. DCM</u> Above Rs. 50 lakh up to Rs.5 Cr <u>DCM</u> Up to Rs.50 Lakh</p>	<p>1. Finance Concurrence is necessary. 2. Power is delegated on a per case basis. 3. Composition of tender committee for invitation and acceptance for earning contracts (except parcel leasing and catering) is as given in Annexure A. 4. All extant guidelines issued from Railway Board on the subject may be adhered to. 5. It may be ensured that there is no time gap in commercial earning contracts, as far as possible.</p> <p>Authority: 2. Rly. Board's Letter no. 2017.Trans/01/policy dtd.18.10.2017 ## For fixation of reserve price for Parking of Cycle/two wheelers/non commercial light motor vehicles and pay & use toilets in railway premises the guidelines prevail Railway Board's L/No.2018/Transf. Cell/traffic/Policy dtd.07.06.2018 is to be followed. Authority: Railway Board's L/No.2018/Transf. Cell/traffic/Policy dtd. 07.06.2018</p>
26	<p>(H) Non fare Revenue</p> <p>1. Policy on Content on Demand.</p> <p>2. Policy on Out of Home Advertisement.</p> <p>3. Policy on advertisement through Mobile Assets.</p> <p>4. policy on Rail Display Network</p>	<p>—</p>	<p>DRM ADRM (Full Power)</p>	<p>—</p>	<p>1. Power delegated to DRM & ADRM as per item No.9 of Commercial Circular No.50 of 2018 Dated :-12.09.18 (Authority: - Railway Board's L/No. 2018/NFR/47 dtd.12.09.18) 2. Policy on Content of Demand (Authority :- Commercial Circular No.1 of 2017 Dated.10.01.17) 3. Policy on Out of Home Advertisement (Authority:- Commercial Circular No.4 of 2017 Dated.10.01.17) 4. Policy on Advertisement through Mobile asset (Authority: - Commercial Circular No.5 of 2017 Dated.10.01.17) 5. Policy on Rail display network (Authority: - Commercial Circular No.50 of 2017 Dated.11.07.17) 6. The powers need to be exercised in consultation with Divisional Associate finance. 7. All clarification and Modification to NFR policies issued vide Commercial Circular No. 50 of 2018 Dated: 12.09.18 and extant guidelines issued from Railway Board on the subject may be adhered to.</p>