EAST CENTRAL RAILWAY

Office of the
Controller of Stores,
HAJIPUR
Dtd. 07/02/12

NO. SMM/ECR/Stores Instruction/11

SDGM, DGM (G), FA&CAO, PCE
CME, CEE, CMD, CPO, CSC, CSTE, CCM,
COM, CSO, CAO/C(N), CAO/S(S),CPRO/ECR
DRM/DNR, DHN, MGS, SEE, SPJ

Stores Instruction No.47

Sub: Procurement of PAC Item.

In the procurement of PAC item, it has been observed that PAC is issued in favour of OEM and name and address of Agent/Dealer of the OEM is also given in the PAC. Based on this PAC, tender is issued to the agent/dealer by the Stores Department. This is incorrect. It has also been noted that sometimes the OEM details is not given in the PAC, only Make/Brand name is mentioned in the OEM column of PAC and address of Agent/Dealer is available in the PAC. Stores Department based on such PAC, issues tender to Agent/Dealer which is also incorrect.

Henceforth the PAC will be issued by the indenting department only in the favour of OEM giving complete address and if the Agent/Dealer's details is available that can also be indicated in the PAC. In no circumstances PAC will be issued in favour of Agent/Dealer by the indenting department.

Based on such PAC issued in favour of OEM by the indenting department, Stores Department will issue tender to the OEM and can inform in writing to Agent/Dealer about issue of such tender. In no case tender will be issued to the Agent/Dealer by the Stores Department. However, OEM can send the tender issued to them advising their Agent/Dealer to participate against the same with specific authorization to a particular tender and based on specific authorization by the OEM, the Agent/Dealer can participate in such tender.

This issues with the approval of competent authority.

7/2/12
Sanjay Dayal
Dy.CMM-E
/Controller of Stores

Copy to:-

1. Secy. to COS- For Kind information of COS please
2. All CMM/ECR:- for information please
3. All Dy.CMMs, SMMs & AMMs at HQ:- For information please.
4. Sr.DMMs/DMMs ECR: For information please.
5. All Dy.CMMs, SMMs, AMMs at Depot/ECR:- For information please
6. All Purchase section at HQ

7/2/12
Sanjay Dayal
Dy.CMM-E
/Controller of Stores