

EAST CENTRAL RAILWAY

Office of the
Principal Chief Materials Manager
Hajipur, Bihar, 844101

Stores Instruction No: 159 dated 29.07.2026

All Stores Officers,
E. C. Railway

Sub: Definition of similar nature of work/service for various categories of works and services
Ref: Railway Board's L/No: 2012/CE-CT/0/5 dated 09.04.2012

Stores Units of ECR are required to enter into various service contracts for engagement of attendants, hiring of vehicle for official use, transportation of stores/material/goods, loading/unloading of material, housekeeping contracts etc. These contracts are governed by the **General Condition of Contract (GCC) for Services** issued by Railway Board.

For award of such service contracts, bidders are required to satisfy the prescribed minimum eligibility criteria. One of the essential eligibility criteria pertains to prior work experience, which is assessed based on successful execution of similar work/service of the stipulated value (presently 35% of the advertised value of the tender in case of service contracts).

Further, Railway Board vide letter under reference has directed that "Similar nature of work should be clearly defined by the PHODs on Open line and nominated Chief Engineer/CSTE/CEE on Construction Organization of the Zonal Railways, it should be strictly followed and the same should be indicated in the NIT/Tender document also. In case of any deviation/modification in the list of similar nature of works, prior approval of the competent authority should be obtained."

In order to ensure uniformity in evaluation of bids and to facilitate all Stores Units, the consolidated definitions of "**Similar Nature of Work/Service**" for various categories of service contracts are defined below for guidance and compliance by all:

Sl No	Description of the work/service	Approved definition of Similar Nature of Work/Service
1	Engagement of attendants	Supply of manpower for services such as housekeeping, Multi-Tasking Services, Cooking, Hospitality or any other manpower hiring service of semiskilled/skilled category to any Central/State Governments or Central/State Government Departments/

		Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
2	Hiring of vehicles for official use	Any independent work/services involving Cab/Taxi (Hatchback, Sedan, Premium Sedan, SUV, MUV, Premium SUV/MUV, Luxury Sedan, Luxury SUV/MUV etc.) hiring on regular/occasional basis Monthly/Daily on per Km/per Hour basis by any Central/State Governments or Central/State Government Departments/ Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
3	Transportation of stores/material/goods, loading/unloading of material	Transportation of stores/goods/materials/components by trailer/truck for any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
4	Transportation of stores/material/goods	Transportation of stores/goods/materials/components by trailer/truck for any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
5	Loading, Unloading and Stacking of material	Loading, Unloading and Stacking of materials as and when required by any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
6	Hiring of MUV	Supply of light passenger carrying motor vehicles to any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
7	Provision of data entry other similar data entry works/services	Data entry/record keeping works in any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust.
8	Housekeeping	Mechanized/Manual cleaning/housekeeping of Trains/Offices/ Colonies/Premises/Stations/Airport/Bus Stand and/or garbage disposal service from residential settlement/business settlement of any Central/State Governments or Central/State Government Departments/Organizations or PSUs/PSBs or Public Listed Company or Private Company or Trust

Note: As per para 2.6.1 of GCC for Services, 2018, work experience certificate from private individual is not acceptable. Certificate from public listed company/private company/trusts having annual turnover of Rs 500 crore and above is acceptable subject to the same being issued from their Head office by a person of the company duly enclosing his authorization by the Management for issuing such credentials.

Any deviation from the above shall require the personal approval of PCMM/ECR/HJP. For category of works/services not mentioned above, Stores Units may obtain approval from PCMM/ECR/HJP regarding "Similar Nature of Work/Service" on case-to-case basis.

This is issued with the approval of PCMM/ECR/HJP.

**KISHOR
MALAKAR** Digitally signed by
KISHOR MALAKAR
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(Kishor Malakar)
Dy. Chief Materials Manager - II
E. C. Railway, Hajipur

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