EAST CENTRAL RAILWAY

Office of the
General Manager
Hajipur

No. ECR-HQ0GMO(SOF)/1/2020 Computer no. 22910 Date:- 25/06/2025

All PHODs/CHODs,
All DRMs
All CWMs
East Central Railway

Sub:- Standardization of Furniture, Equipment and T&P item to be provided for Officers/Staff of E.C.Railway.

Ref:- This office letter no. ECR/ADM/Mod./Furniture/003 dt. 02.11.2018.

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The competent authority, with concurrence of the headquarter finance has accorded approval for revised Standardization of Furniture, Equipment and T&P item to be provided for Officers/Staff of E.C.Railway.

The modified scale of Furniture, Equipment and T&P item to be provided for officers/staff of E.C.Railway is enclosed herewith for further necessary action please.

DA:- As above.

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(Abhishek Kumar)
Dy.General Manager/G

Copy for information and necessary action to:-

1. Secy to GM for kind information to GM.
2. PS-I to AGM for kind information to AGM.

EAST CENTRAL RAILWAY

REVISED STANDARDISATION FOR PROCURMENT OF FURNITURES AND OTHER OFFICE EQUIPMENTS AND APPLIANCES

SN	Type	Existing models and rates		Revised models and rates		Quantity (Nos./sets)	Scale of entitlements							Remarks
		Model	Existing Rates	Model	Revised Rates		P/CHODs DRMs CWMs	SAG	SG/JAG	SS/JS	Supervisors	Non-supervisors	General Assistants	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	
1	Furniture	Impress Main Desk 1800W with ERU & PED Godrej or Similar	71023	Impress Main Desk 1800W with ERU & PED, Make Godrej or Similar.	105537	1	YES	NO	NO	NO	NO	NO	NO	
2	Furniture	Table Model WT-718+ERU (This model is not available)	46301	Table Model Finnesse MD-6030 with ERU-5216 & Pedestal, Make Godrej or Similar.	67766	1	NO	YES	NO	NO	NO	NO	NO	
3	Furniture	Table Model S-1070 (This model is not available).	37078	Table Trident Senior Main Desk, Make Godrej or Similar.	53662	1	NO	NO	YES	NO	NO	NO	NO	
4	Furniture	Table Model T-104, Godrej or Similar	25398	Table Model T-104, Make Godrej or Similar.	37740	1	NO	NO	NO	YES	NO	NO	NO	
5	Furniture	La sede High Back Chair Godrej or Similar	34718	La sede High Back Chair, Make Godrej or Similar.	50023	1	YES	NO	NO	NO	NO	NO	NO	
6	Furniture	Chair Model PCH-7001D Godrej or Similar	18517	Chair Model PCH-7001D, Make Godrej or Similar.	25468	1	NO	YES	NO	NO	NO	NO	NO	
7	Furniture	Chair Model PCH-7001 Godrej or Similar	16673	Chair Model PCH-7001, Make Godrej or Similar.	22932	1	NO	NO	YES	NO	NO	NO	NO	
8	Furniture	Chair Model PCH-7101R Godrej or Similar	9465	Chair Model PCH-7101R, Make Godrej or Similar.	13270	1	NO	NO	NO	YES	NO	NO	NO	
9	Furniture	Visitor Chair Model PCH-7003D Godrej or Similar	10148	Visitor Chair Model PCH-7003D, Make Godrej or Similar.	13956	4	YES	YES	NO	NO	NO	NO	NO	
10	Furniture	Visitor Chair Model PCH-7003 Godrej or Similar	9021	Visitor Chair Model PCH-7003, Make Godrej or Similar.	12408	4	NO	NO	YES	NO	NO	NO	NO	
11	Furniture	Visitor Chair Model PCH-7112R Godrej or Similar (Sr.Scale)	5310	Visitor Chair Model PCH-7112R, Make Godrej or Similar . (Sr.Scale)	7446	4	NO	NO	NO	YES	NO	NO	NO	
12	Furniture	Visitor Chair Model PCH-7112R Godrej or Similar (Jr. Scale)	5310	Visitor Chair Model PCH-7112R, Make Godrej or Similar. (Jr. Scale)	7446	2	NO	NO	NO	YES	NO	NO	NO	
13	Furniture	Storewel Plain with 4 Shelves Godrej or Similar	21445	Storewel Plain with 4 Shelves, Make Godrej or Similar.	27519	1	YES	NO	NO	NO	NO	NO	NO	
14	Furniture	Storwel Model Slimline Plain with 4 Shelves Godrej or Similar	15231	Storwel Model Slimline Plain with 4 Shelves, Make Godrej or Similar.	21170	1	NO	YES	YES	YES	NO	NO	NO	
15	Furniture	Parto Sofa Set(3+1+1) Godrej or Similar	61566	PISA Sofa Set (3+1+1), Make Godrej or Similar.	88736	1	YES	NO	NO	NO	NO	NO	NO	
16	Furniture	Rio Plus Sofa Set (3+2) (This model is not available)	50390	PISA Sofa Set (3+2), Make Godrej or Similar.	80418	1	NO	YES	NO	NO	NO	NO	NO	
17	Furniture	Model - Glaze, Coffee Table (This model is not available)	9821	Alice Coffee Table, Make Godrej or Similar.	19629	1	YES	YES	NO	NO	NO	NO	NO	

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EAST CENTRAL RAILWAY

REVISED STANDARDISATION FOR PROCURMENT OF FURNITURES AND OTHER OFFICE EQUIPMENTS AND APPLIANCES

SN	Type	Existing models and rates		Revised models and rates		Quantity (Nos./sets)	Scale of entitlements							Remarks
		Model	Existing Rates	Model	Revised Rates		P/CHODs DRMs CWMs	SAG	SG/JAG	SS/JS	Supervisors	Non-supervisors	General Assistants	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	
18	Furniture	Rio Plus Three Seater Sofa with Glaze, Coffee Table (This model is not available)	38140	Godrej Pisa Three Seater Sofa with Alice Coffee Table, Make Godrej or Similar.	68468	1	NO	NO	YES	NO	NO	NO	NO	
19	Furniture	Companion Computer Table,Model- C-3 Godrej (This model is not available)	10964	Computer Table, Model - Stylo, Make Godrej or Similar.	17438	1	YES	YES	NO	NO	NO	NO	NO	
20	Furniture	Computer Table, Model - Companion C-11 Godrej or Similar	9958	Computer Table, Model - Companion C-11, Make Godrej or Similar.	13072	1	NO	NO	YES	NO	NO	NO	NO	
21	Furniture	Computer chair, Model PCH-5D02R Godrej or Similar (This model is not available)	5559	Computer Chair, Model - Diva Mid Back 7042R, Make Godrej or Similar.	8225	1	YES	YES	YES	NO	NO	NO	NO	
22	Furniture	Sliding Door Unit Model VSDU-2 Godrej or Similar	16320	Sliding Door Unit, Model - VSDU-2, Make Godrej or Similar.	20599	1	YES	YES	NO	NO	NO	NO	NO	
23	Furniture	Maestro Book Case Unit Godrej or Similar	37126	Maestro Book Case Unit, Make Godrej or Similar.	52541	1	YES	NO	NO	NO	NO	NO	NO	
24	Furniture	Steel MF System (Side Rack) of size 2'6"x36"x18" with Three Shelves Godrej or Similar	3548	Steel MF System (Side Rack) of size 2'6"x36"x18" with Three Shelves, Make Godrej or Similar.	4927	2	NO	NO	YES	YES	NO	NO	NO	
25	Furniture	Godrej Table Model T-9 or Similar	19965	Table Model - T-9, Make Godrej or Similar.	29668	1	NO	NO	NO	NO	YES	NO	NO	
26	Furniture	Godrej Bravo Mid Back Chair or Similar	9449	Bravo Mid Back Chair, Make Godrej or Similar.	11831	1	NO	NO	NO	NO	YES	NO	NO	
27	Furniture	Godrej Bravo Visitor Chair or Similar	6396	Bravo Visitor Chair, Make Godrej or Similar.	8959	2	NO	NO	NO	NO	YES	NO	NO	
28	Furniture	Godrej Table Model T-8 or Similar	12645	Table Model T-8, Make Godrej or Similar.	18790	1	NO	NO	NO	NO	NO	YES	NO	
29	Furniture	Godrej Chair Model CH-7B or Similar	4042	Chair Model - CH-7B, Make Godrej or Similar.	5829	1	NO	NO	NO	NO	NO	YES	NO	
30	Furniture	Godrej Visitor Chair Model CH-7 or Similar	3716	Visitor Chair, Model - CH-7, Make Godrej or Similar.	5358	1	NO	NO	NO	NO	NO	NO	YES	
31	Furniture	Coat Stand/Cloth Hanger		Baverly Studio Teak Wooden or Similar	5534	1	YES	YES	YES	NO	NO	NO	NO	
32	Furnishing	Window Curtains	₹175/meter + ₹200 eyelet stitching.	Window Curtains	5% escalation per year	As per requirement	YES	YES	YES	YES	NO	NO	NO	
33	Furnishing	V. D. Guard	100/sq ft.	Accessories for setting up of curtains	5% escalation per year	As per requirement	YES	YES	YES	YES	NO	NO	NO	
34	Electrical appliances	Godrej Refrigerator (190/185 liters) or similar	17400	Refrigerator (5*) RR20D2725RZ, Make Samsung or Similar	17000	1	YES	YES	NO	NO	NO	NO	NO	

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EAST CENTRAL RAILWAY

REVISED STANDARDISATION FOR PROCURMENT OF FURNITURES AND OTHER OFFICE EQUIPMENTS AND APPLIANCES

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		Model	Existing Rates	Model	Revised Rates		P/CHODs DRMs CWMs	SAG	SG/JAG	SS/JS	Supervisors	Non-supervisors	General Assistants	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	
35	Electrical appliances	Microwave Oven (18 Ltr) (This model is not available)	8500	Microwave Oven (25 Ltr)	19995	1	YES	YES	NO	NO	NO	NO	NO	
36	TV with DTH	TV with DTH Connection with Cost of Set Top Box and Installation or Similar	16900	Smart TV, 65" Make LG or similar with DTH/Set Top Box	72100	1	YES	NO	NO	NO	NO	NO	NO	
37	TV with DTH	TV with DTH Connection with Cost of Set Top Box and Installation or Similar	16900	Smart TV, 55", Make LG or similar with DTH/Set Top Box	57137	1	NO	YES	NO	NO	NO	NO	NO	
38	Crockery	Tea Set with Matching Tray	2800	Tea Set with Matching Tray, Make Cleycraft & Laopala or Similar.	3100	1	YES	NO	NO	NO	NO	NO	NO	
39	Crockery		2500		2800	1	NO	YES	NO	NO	NO	NO	NO	
40	Crockery		1500		2100	1	NO	NO	YES	NO	NO	NO	NO	
41	Crockery		600		1900	1	NO	NO	NO	YES	NO	NO	NO	
42	Crockery	Other Cutlery such as Dinner plates, Spoons etc. Laopala or Similar	3300	Other Cutlery such as Dinner plates, Spoons etc. Make Borosil or Similar.	4295	1	YES	NO	NO	NO	NO	NO	NO	
43	Crockery		2800		3695	1	NO	YES	NO	NO	NO	NO	NO	
44	Crockery		1400		3295	1	NO	NO	YES	NO	NO	NO	NO	
45	Crockery		700		2495	1	NO	NO	NO	YES	NO	NO	NO	
46	Crockery	Induction (Havells)		Induction, Modeal - Insta Cook TC 20 (2000 W) Make Havells or Similar.	7095	1	YES	YES	YES	NO	NO	NO	NO	
47	Crockery	Electric Cattle 1.5 Lts		Electric Cattle, Modeal Bajaj KTX 1.5 Ltrs DLX,Make Bajaj or Similar.	2050	1	YES	YES	YES	YES	NO	NO	NO	
48	Crockery	Milton Vaccume Craft (Thermus)		Thermus, Vaccum Insulated craft 1 Ltr, Make Miltion or Similar.	1635		YES	YES	YES	NO	NO	NO	NO	
49	Crockery	Milton Vaccume Craft (Thermus)		Thermus, Vaccum Insulated craft 600 ML, Make Miltion or Similar.	1305		NO	NO	NO	YES	NO	NO	NO	
50	Crockery	Dustbin		NYASA Paddle dustbin 108 marble 12 Ltr,Make Milton or Similar.	539		YES	YES	YES	YES	YES	YES	YES	

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	
51	Stationery	Engagement Board with Marker Pens (4'X3' / 2'X3')	1225	Engagement Board with Marker Pens (4'X3' / 2'X3')	1450	1	YES	YES	NO	NO	NO	NO	NO	
52	Stationery		625		725	1	NO	NO	YES	YES	NO	NO	NO	
53	Stationery	Incombency Board		Incombency Board, Size 1200x900mm in black glass with edge moulding,Make Varada or Similar.	5000	1	YES	YES	YES	YES	NO	NO	NO	
54	Stationery	Pen Stand	1150	Pen Stand	2150	1	YES	YES	NO	NO	NO	NO	NO	
55	Stationery		850		1250	1	NO	NO	YES	YES	NO	NO	NO	
56	Stationery	Remote Call Bell	500	Remote Call Bell, Make Anchoror Similar.	825	1	YES	YES	YES	YES	NO	NO	NO	
57	Stationery	Table Top	2250	Table Top, Big size (18 x 24) table top	6150	1	YES	YES	YES	YES	NO	NO	NO	
58	Stationery	Paper Shredder	3850	Paper Shredder, 12 sheet cutter,Make Oddy or Similar.	8700	1	YES	NO	NO	NO	NO	NO	NO	
59	Desktop PC	Personnel Computer with small printer & accessories.		Personnel Computer with small printer & accessories. High end		1	YES	YES	NO	NO	NO	NO	NO	
60	Desktop PC			Personnel Computer with small printer & accessories. Middle Level.		1	NO	NO	YES	YES	NO	NO	NO	
61	Desktop PC			Personnel Computer with small printer & accessories. End Level.		1	NO	NO	NO	NO	YES	YES	NO	

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REVISED STANDARDISATION FOR PROCURMENT OF FURNITURES AND OTHER OFFICE EQUIPMENTS AND APPLIANCES

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	
Note:														
1	Rate reasonableness to be ensured from the GeM portal at the time of purchase.													
2	The facilities/entitlement of PHODs shall also be extended to CHODs heading the respective departments (if any).													
3	In Medical Department executive table may be of a smaller size with T-extension for Doctors working in Clinics.													
4	The costs mentioned above are indicative only. Prevailing rate may be taken into accont while adjudging the reasonableness of the rates. The actual cost at the time of procurement may vary over time and be subject to change.													
5	Computers shall only be procured for those officers who do not opt for a laptop or notebook, and each request should be processed separately. The proposal for computer tables and computer chairs should be processed after the concerned officer provides a declaration stating that a laptop has not been issued to them. The above entitlement is based on the provisions of the Railway Board, as circulated in letter No-A-15013(12)/11/2020-RBCC dated 27/12/2024. It will be ensured that the latest policy is taken into consideration during procurement.													
6	In Medical Deptt. Linoleum floor covering may only be used for that place/room where tiles are not provided.													
7	In addition to the above items, Incumbency Board, Coir Door Mat, Wall Clock, Coat Hanger, Soap Dost & other small items can also be provided **as per requirement.**													
8	The following Officers have been approved as areas of exceptions and would get the same facilities as provided for PHOD/CHODs.													
	a. SDGM's Chamber.													
	b. CPRO who has to deal with journalists and members of public should have in addition to the above furniture a full Sofa Set, Cushioned Chairs for the Visitors, Colour Television and other utilities.													
	c. Secy. to GM's Chamber.													
	d. Dy.GM(G)'s Chamber.													
9	Secy. to P/CHODs in JS/SS and above will get the same furniture as recommended for JA Grade Officers. They should, however, have additional visitor chairs and telephone tables, filing Cabinet. Similarly, Sr. ADGM should get all the facilities at par with JAG officers.													
10	Survey Committee report shall not be required for Cutlery Set, Doormat, Soap Dish, Foot Board, Pen Stand, Remote Call Bell etc.													
11	The scale of furniture recommended for the officers shall be provided only after the existing furniture has been declared unserviceable /condemned and condemnation of the existing furniture should be done as per para 15 in Model SOP of Misc. Matter.													
12	Specific make and brand may not be allowed. However alternatively the word "similar" should be added against each item, while placing the demand.													
13	Instructions contained in Rly Bd's letter no. 2020/RS(G)/779/3, dated 27.08.2020 for procurement being done through GeM, are to be followed.													
14	In order to ensure better quality and standards of specifications for rapidly changing items in the prevailing market, procurement through SPC may be resorted to with sanction of competent authority in terms of item no. 20 B(ii) of MSOP Pt 'C' duly following procedure mentioned in GM/DRM's delegation available in Annexure 2 vide item 11 to 13 of Para F 'Stores Matter' of MSOP 2018.													

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