

these demands at one time becomes difficult which ultimately leads to delay in tendering & procurement.

All Dy CMMs at HQs are to fix contract periods in such a way that demands are received by each dealer in staggered way throughout the year. To start with, at first CPs of Cat A & Cat B items should be re-fixed and thereafter it should be done for Cat C items. This exercise for Cat A & Cat B items should be completed by Oct'18 & for Cat C items by Dec '18.

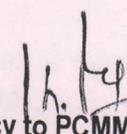
- (3) Closing of PLs Of 98-99 subgroup: At present demands of items with PL sub-groups 98 & 99 are not printed by CRIS. There are still large no. of items with PL sub gr 98 & 99. Non-generation of demands is a matter of serious concern.

A list of items with PL subgroup 98 & 99 is to be printed out and closing of PL Nos. to be reported to HQs every week. This exercise of closing PLs of 98-99 sub group has to be completed by Nov'18 by all depots. As per system of CRIS, details of items such as EAC, dues etc can be updated 02 months prior to demand generation. Depot officers will ensure it in time and intimate to concerned nominated HQs officials so that no correction is required to be done manually in printed SRS.

- (4) Prior to generation of SRS, check sheets are to be arranged from the technical department so that after generation of SRS, P-Section does not keep on waiting for C/Sheet.
- (5) Coverage of demands at HQs is to be monitored by concerned Dy CMMs/CMMs weekly on every Thursday. It will be monitored at PCMM level on every 1st Thursday of the month.
- (6) Every depot should identify certain items whose availability due to various reasons remains critical at different times. Such items should be intimated to Dy CMM of concerned P-sec at HQs as well as nominated HQs officers. Coverage of such items should be done by having severable contracts on sufficient no. of suppliers.

All the above activities to be monitored regularly, reviewed on every Thursday by nominated HQs officers who may call the concerned depot officers at HQs if they feel so. Monthly review of the above agenda will be done by PCMM- on every first Thursday of the month from 14:30 Hrs to 16:30 hrs.

- (7) Arrangement is to be made such that Sr DMMs of divisions are the establishment heads of all the shed depots/depots in that Div. necessary instruction in this regard issued shortly .


Secy to PCMM 19/10/18

All Concerned