


East Central Railway

Minutes of the Purchase Officers Meeting held on 07.03.2024 in the Chamber of PCMM/ECR/HJP.

The following points have been discussed during the Purchase Officers Meeting held on 07.03.2024 :

S.No.	Actionable Points	Action to be taken
1.	<u>LD Clause on Developmental Order :</u> Uniform policies are to be followed for procurement by all the units of Stores Department. No Liquidated Damages for Trial/Developmental order (Contracts) should be imposed, as per Railway Boards Guidelines. The same may be followed in all outstanding POs and new POs henceforth.	All Stores Officers of ECR.
2.	<u>Option Clause :</u> Henceforth, for all tender cases published with Estimate Value above Rs.1.5 Cr, condition for option clause may be kept as follows- "Option Clause is applicable for all PO values above Rs.1.5Cr".	All Stores Officers of ECR.
3.	<u>GD Clause :</u> (a) General Damages should be equal to SD amount. Henceforth, in all the tender cases opening at least on/after 18.03.2024 based on GCC Version 2.0, the following conditions be imposed by issue of suitable corrigendum in lieu of GD. <i>"Wherever SD has been exempted, for any reason, and the supplier fails to supply goods as per conditions of contract, as amended from time to time, Purchaser shall have right to levy damages from the supplier for failing to comply with the contractual conditions, not by way of penalty, an amount equal to SD amount, as would have been applicable if the contract was with a non-exempted vendor. These damages shall be treated as recoveries outstanding against the vendor and dealt with accordingly".</i> (b) However, in new GCC version 3.0, this is already mentioned under Para 6.9 so no GD clause may mentioned as a special condition in such tenders.	All Stores Officers of ECR.
4.	<u>Severable DP :</u> All the POs should be issued with severable DP i.e. having separate PO Sr.No. for each installment of supply to eliminate ambiguity. Non-severable DP/supply rate etc should not be incorporated in POs/Contracts.	All Stores Officers of ECR.
5.	<u>MSE Benefits :</u> As per Railway Board orders, the MSE benefits are available to firms having Udyam Certificate only without any reference to tender item/NIC code. The same should be followed by all.	All Stores Officers of ECR.

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6.	<p><u>D.P. Deferment & NPQ :</u></p> <p>The TOR of ECR is highest among all the Railways (almost 60%) in the month of February'24. Moreover, many items are in crisis too. Following needs to be done –</p> <p>(i) For all TC cases above Rs.50 lakhs, deferred delivery as per requirement in 2/3/4 lots may be done instead of taking full quantity in a single lot in current financial year and loading the exchequer unnecessarily. Same can be followed in high value DA cases too if required.</p> <p>(ii) The NPQ be calculated carefully to avoid excess stock, purchases.</p>	All Stores Officers of ECR.
7.	<p><u>GCC :</u></p> <p>The recent GCC version 3.0 of supply contract should be meticulously followed by all and special terms and conditions be made carefully in tender schedules.</p>	All Stores Officers of ECR.
8.	For ease of monitoring, there will be only two contract period/interim period for all the stock items of ECR. The same needs to be made jointly by DY.CMM/V & DY.CMM/II.	DY.CMM-V DY.CMM-II
9.	Almost 84 EMD cases are pending for refund approval. This should be cleared within next seven days.	All Stores Officers of HQ.
10.	Almost 1000+ ; AAC approval are pending in the system. This should be cleared within next seven days.	All Stores Officers of HQ.
11.	It was noted that one eMA request are cancelled in the system without any action by the dealer/officer. This is irregular and responsibility will be fixed for such actions. All purchase dealers should process the PO amendment request expeditiously to get it issued within 7 days from the date of such request.	All Stores Officers of HQ.
12.	<p><u>Settlement of Tender Cases :</u></p> <p>As per latest guidelines of Railway Board, all the TC and DA cases are to be settled within 45 and 15 days respectively. Concerned officers should ensure that the tender cases are settled within the time frame given by RB. The difficulties if any, faced by the concerned officer should be reported to the next higher authority, so as to resolve the matter on priority.</p>	All Stores Officers of HQ.

This is issued with the approval of PCMM.


Secy to PCMM/ECR

No.ECR/PCMM/POM/23-24

Dated : 11.03.2024.

Copy to : All Stores Officer of ECR – for information and necessary action.