

Eastern Railway

No. G.176/17-W/Medical/MSOP

Kolkata, dated: 13.09.2018

All Concerned.

Sub :: Delegation of Power vide Items No.6 of MSOP/Part - 'B'/Medical Matters regarding Purchase of Drugs & Medicines & other items of Medical Stores i.e. Surgical instruments, dressings, appliances, X-ray films etc.

The delegation of power under items No. 6 of Model Schedule of Powers/Part-"B"/Medical Matters has been revised as given below. The delegation is hereby circulated vide Correction Slip No.01 of Model Schedule of Power/Part-"B"/Medical Matters (w.e.f. 24.07.2018) for information and further guidance of all concerned.

Sl. No.	Nature of Power	PCMD, other HQ officers & MD (Zonal Hospital)	DRM, CWM(SAG) & SAG Officers in independent charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divisional/ Sub Divisional/ Workshop Hospital In-charges	Sr. Scale and Asst. Scale Officers	REMARKS
1	2	3	4	5	6	7
6. *Purchase of Drugs & Medicines & other items of Medical Stores i.e. Surgical instruments, dressings, appliances, X-ray films etc.						
Note : * Procurement should be made through Medical Dept. as per Drug Procurement Policy. Delegation to be done accordingly.						
6.1	GEM items:					
6.1.1	By placing supply order directly by the Direct Demanding Officer on GEM	PHOD/CHOD Full Powers	Nil	Nil	Nil	
6.1.2	Direct purchase of GEM items when urgently required or can be more conveniently obtained locally or from a nearer station.					
	(a) Drug & medicines	PHOD/CHOD Up to Rs. 5 lakhs in each case but not exceeding Rs.15 lakh in each case per annum.	Nil	Nil	Nil	<i>Authority:</i> No.88/RS(G)/779/14 Pt. dated 6.1.17, Para 2.0.7
	(b) Other than medical stores like instruments, appliances, dressings, medical consumable & disposables	PHOD/CHOD Up to Rs. 3 lakhs in each case but not exceeding Rs.10 lakh in each case per annum.	Nil	Nil	Nil	<i>Authority:</i> No.88/RS(G)/779/14 Pt. dated 6.1.17, Para 2.0.7
	(c) X-Ray films	PHOD/CHOD Up to Rs. 3 lakhs in each case but not exceeding Rs.10 lakh in each case per annum.	Nil	Nil	Nil	<i>Authority:</i> No.88/RS(G)/779/14 Pt. dated 6.1.17, Para 2.0.7

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Sl. No.	Nature of Power	PCMD, other HQ officers & MD (Zonal Hospital)	DRM, CWM(SAG) & SAG Officers in independent charge of Divisional/Sub-Divisional/Workshop/PU Hospitals	SG/JA Grade Officers of Divisional/ Sub Divisional/ Workshop Hospital In-charges	Sr. Scale and Asst. Scale Officers	REMARKS
1	2	3	4	5	6	7
6.2	Non-GEM items: Drugs and other consumable items of IRP-1995 or later edition					
6.2.1	By open tender	<u>PHOD/CHOD</u> Above Rs.25 lakhs	Nil	Nil	Nil	<i>Authority:</i> Boards letter No.88/RS(G)/779/14 Pt. dated 06.01.2017, Para 1.2
6.2.2	(a) By limited tender on normal circumstances	<u>PCMD</u> To call up to Rs.25 lakhs and accept up to Rs.1.5 Crores <u>SAG</u> Up to Rs.1,00,000/-	<u>SAG</u> Up to Rs.50,000/-	Up to Rs.30,000/-	Nil	AGM may call above Rs.25 lakhs and up to Rs.2 Crs. and accept Up to Rs.5 Crs. <i>Authority:</i> 1. Boards letter No.88/RS(G)/779/14 Pt. dated 06.01.2017, Para 1.1A 2. Letter No.2014/RS(G)/779/13 dated 03.2.2015, Para 2 Procurement process. 2.1.1
	(b) By limited tender in emergency	<u>PCMD</u> To call/accept up to Rs.1.5 Crores <u>SAG</u> Up to Rs.2,00,000/-	<u>SAG</u> Up to Rs.1,00,000/-	Up to Rs.50,000/-	Nil	AGM to call/accept Up to Rs.5 Crores <i>Authority:</i> Boards letter No.88/RS(G)/779/14 Pt. dated 06.01.2017, Para 1.1B
<p>Note:</p> <p>i. Other than PHOD, power to call limited tender will be limited to the items for which PCMD approved for purchase by the Division as per annual indent. For any other emergency/supplementary requirement to be procured on LT basis, prior approval of PHOD is to be obtained.</p> <p>ii. On emergency, all SAG officers in HQ will exercise power up to Rs. 2.0 lakh per case and SAG Officers of Divisions will exercise the power up to Rs. 1.0 lakh per case duly recording the necessity and justification.</p> <p>iii. Purchase on Single Quotation will be limited up to Rs. 15,000/- in each case. [Boards letter No.88/RS(G) /779/14/Pt. dated 06.01.2017, Para 2.0.13]</p> <p>iv. For limited tender on normal circumstances above Rs. 25 lakh, finance concurrence is necessary.</p>						
6.2.3	Single Tender					
(a)	For proprietary article, where it is possible to certify that a similar medicine which could be used in lieu is not manufactured/sold by any other firm in the country. (PAC, 6/c)	<u>PHOD/CHOD</u> Up to Rs. 25 lakhs <u>SAG</u> Up to Rs. 1 lakh	<u>SAG</u> Up to Rs. 50,000/-	Up to Rs. 30,000/-	Nil	<i>Authority:</i> Boards letter No.88/RS(G) /779/14/Pt. dated 06.01.2017, Para 2.0.21
(b)	In case of single tender for items where it has not been possible to certify that a similar item/which could be used in lieu, is not manufactured/sold by any other Firm(PAC/6A)	<u>PHOD/CHOD</u> Up to Rs. 10 lakhs <u>SAG</u> Up to Rs. 50,000/-	<u>SAG</u> Up to Rs. 30,000/-	Up to Rs. 15,000/-	Nil	<i>Authority:</i> Boards letter No.88/RS(G) /779/14/Pt. dated 06.01.2017, Para 2.0.22
Note: For purchase above Rs. 25.0 lakh under 6.2.3(a) and above Rs. 10.0 lakh under 6.2.3(b), AGM's sanction will be required with prior finance concurrence.						

Overall notes for Item No. under 6:

* For Medicines & Surgical items - based on the list of items from vetted AMI circulated by PCMD and authorized to MD/CMS of field units. No other medicine will be procured at Division/Depot level. (Ref: as per remarks column of 3.2.(A) of Part-D Stores Matters of MSOP/2018)


1. All Direct purchase should be critically examined with the LARs of Open Tenders.
2. There should not be any Spurt in the rates proposed to be accepted under direct purchase of stores.
3. For all direct purchases, e- Tendering (IREPS) should be followed.
4. For all Medical items, technical scrutiny should be done by Medical Department before acceptance.

* For Drugs & Surgical items (Ref: as per remarks column of 4(B) of Part-D Stores Matters of MSOP/2018)

- i. Based on the list of items from vetted AMI, circulated by PCMD and authorized to MD/CMS of field units. No other medicine will be procured at Division/Depot level.
- ii. Case file along with Rate Contract copy will be routed through Medical Branch for technical scrutiny before finalizing Supply Order.

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1	2	3	4	5	6	7																								
6.3	(b) Procurement of non-disposable tools and plants per case	PHOD/CHOD Up to Rs. 1 lakh SAG Up to Rs. 20,000/-	SAG Up to Rs. 15,000/-	Up to Rs. 10,000/-	Nil	For purchase beyond value as per delegation will be done through Stores Dept. Authority: Boards letter No. 2014/RS(G)/779/13 dated 03.02.2015, Part-II, note below Para 1.1.(b).																								
<p>Remarks:</p> <p>i. If only single quotation is received as limited tender, it is to be accepted if urgency is certified by PCMD.</p> <p>ii. In the second instance (after re-floating the tender), even though single quotation is received, purchase may be ordered under normal power if otherwise considered suitable.</p> <p>iii. Tender Committee should be constituted for items above Rs.25 lakh.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>SN</th> <th>Value of Tender</th> <th>Medical</th> <th>Stores</th> <th>Accounts</th> <th>Tender Accepting Authority</th> </tr> </thead> <tbody> <tr> <td>(1)</td> <td>Above Rs.25 lakh up to Rs.75 lakh</td> <td>JAG</td> <td>JAG</td> <td>JAG</td> <td>PCMD</td> </tr> <tr> <td>(2)</td> <td>Above Rs.75 lakh up to Rs.5 Crore</td> <td>SAG</td> <td>SAG</td> <td>SAG</td> <td>PCMD</td> </tr> <tr> <td>(3)</td> <td>Above Rs.5 Crore up to Rs.50 Crore</td> <td>PCMD</td> <td>PCMM</td> <td>SAG</td> <td>AGM</td> </tr> </tbody> </table> <p>Authority: Board's circular No. 88/RS(G)/779/14 Pt. dated 06.01.2017, Para 1.0 B iv. Up to Rs 8 lakh in each case Purchase Order vetting is not necessary. (Authority for above RB's circular No. 88/RS(G)/779/14 Pt. dated 06.01.2017, Para 2.0.3)</p>							SN	Value of Tender	Medical	Stores	Accounts	Tender Accepting Authority	(1)	Above Rs.25 lakh up to Rs.75 lakh	JAG	JAG	JAG	PCMD	(2)	Above Rs.75 lakh up to Rs.5 Crore	SAG	SAG	SAG	PCMD	(3)	Above Rs.5 Crore up to Rs.50 Crore	PCMD	PCMM	SAG	AGM
SN	Value of Tender	Medical	Stores	Accounts	Tender Accepting Authority																									
(1)	Above Rs.25 lakh up to Rs.75 lakh	JAG	JAG	JAG	PCMD																									
(2)	Above Rs.75 lakh up to Rs.5 Crore	SAG	SAG	SAG	PCMD																									
(3)	Above Rs.5 Crore up to Rs.50 Crore	PCMD	PCMM	SAG	AGM																									
6.4	Advance payment for purchase of consumable essential medical items like oxygen/Ethylene oxide cylinders and spare parts for medical equipment not appearing in GeM.	PCMD Up to Rs.20,000/- per case per occasion	Rs. 5000/-	Nil	Nil	1. Finance concurrence is necessary. 2. Subject to provision of safeguards for the protection of railway's interest such as obtaining bank guarantee for insurance against failure, defective and short supplies. 3. Request from firms for advance payment along with order should be discouraged and not accepted unless there are exceptional circumstances justifying departure from the rules.																								

This issues with the concurrence of Finance and approval of the General Manager.


 (S. K. Srivastava)
Dy. General Manager (G).