

N.E. Railway

Minutes of meeting held on 24th of Aug-2018 in the Chamber of PFA, NER/GKP.

Present:-

PCMM	Shri P. C Mishra
PFA	Shri N.P. Pandey
CMM/G	Shri D.K.Srivastava
Dy. CMM/C&W	Shri Rajesh Lal
Dy. FA&CAO/S&W	Shri Sunil Singh
Secy. to PCMM	Shri K.C. Singh
AFA/FS	Shri Y.K.Mandal

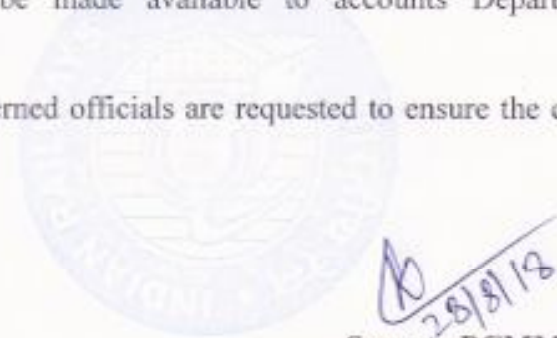
In the beginning, PCMM expressed his serious concern about the abnormal delay in vetting of POs. It was pointed out that even for a safety item like brake block, POs are not getting vetted for one or other reasons, though SAG TC was accepted in March-18. Secondly, pendency of bills has been another area of serious concern, which was raised by PFA. These two issues were deliberated upon at length and following decisions were taken:-

1. As per NER Stores Department letter No. S/215/EMD & SD/Policy/2015 Dated 04/01/2018, Policy of deduction of SD amount in case of safety items from first bill of supplier(s), as approved by GM, will be continued.
2. Railway Board letter No. 2004/RS(G)/779/11 Dated 21/02/2018 does not stipulate any monetary limit for exemption of SD for approved sources. Hence, this will not be insisted upon while vetting POs.
3. Further, Para(2) of the above mentioned letter of Railway Board delegates power to Tender Committee/Tender Accepting Authority to exempt SD on the merit of the case. It is for the Tender Committee/Tender Accepting Authority to apply themselves to assess the 'Merit' of the case. However, in order to avoid any dispute at the stage of POs vetting, merit may normally includes situations such as:
 - Firm(s) being successful past supplier in NER.
 - Firm(s) being registered with NSIC with past performance of same or similar items in other Railways.
 - Urgency, where Tender Committee/Tender Accepting Authority feels that insistence of SD might delay issuance of POs and subsequent delay in supplies and he/she records satisfaction for performance.
4. Finance will give a checklist containing the salient points that need to be complied in respect to vetting of POs., Purchase Officers, while sending DPO for vetting, will also fill up the check sheet with folio mark and send it along with draft PO.
5. It has been decided that on every Tuesday on 11:30 Hrs. there will be a review meeting with PCMM, which is to be attended by Dy. FA&CAO/S&W and CMMs/Dy. CMMs of HQ stores for important pending issues. In case of

Holiday or other prior engagement, meeting will be held on next available working day.

6. Finance Department expressed their inability to pass the bills of suppliers due to non-supply of manual hard copies of POs, Receipted Challans, MAs, IC and R-notes. They insisted that manual hard copies of these documents should be made available, which are necessary for passing the bills and to fulfill the codal provisions. In response, PCMM reiterated that Board has issued the instructions for paperless transactions and digitally signed POs, MAs, R-notes, IC and Receipted Challans are available in IMMS. However, PFA stated that manual process should also be continued parallelly till the issues raised by him vide his letter Dated 23/07/18 addressed to FC are resolved. To clear the dead lock, it has been decided that only one **attested copy** (Stores Departments considers digitally signed copy as original copy and attested copy shall be provided just to facilitate Accounts Department to fulfill the Codal provisions in bill passing and for maintenance of purchase suspense) of POs, PO MAs, R-Notes & Receipted Challans will be provided by Stores to facilitate bill passing purely as interim arrangement till the matter is resolved by Railway Board. In HQ/Divisions, respective purchase officer will self attest the POs & MAs, and in depot one nominated officers shall attest R-Notes & Receipted Challans along with the POs & MAs issued by Depot. The specimen signature of signing authorities shall be made available to accounts Department by Stores Department.

The concerned officials are requested to ensure the compliance of the above decisions.


Secy. to PCMM
for Principal Chief Materials Manager,

No. S/Secy./Misc./2018-19/3

Dt. 28-08-2018

Copy to,

1. PCMM/NER/GKP
2. PFA/NER/GKP
3. CMM/G & CMM/Con NER/GKP
4. FA&CAO/F&G/NER/GKP
5. All Dy.CMM of PCMM/NER/HQ office.
6. Depot in-charge /Sr. DMMs of Divisions
7. Dy. FA&CAO /S&W, AFA/FS