

भारतसरकारBHARAT SARKAR  
रेलमंत्रालयMinistry of Railways  
(रेलवेबोर्डRailway Board)

2020/RS(G)/779/3

New Delhi, dated 17/06/2020.

**The General Managers, All Indian  
Railways/PUs, NF(C), CORE  
PCAO, DMW/Patiala,  
CAO, WPO/Patna, COFMOW/NDLS, RWP/ Bela.**

**Director General  
RDSO/Lucknow, NAIR/Vadodara,**

- Sub.** : Delegation of Powers: Procurement of Services through GeM  
**Ref.** : i. Railway Board letter No. 88/RS(G)/779/14 Pt. dated 22/09/2017.  
ii. Railway Board letter No. 88/RS(G)/779/14 Pt. dated 07/02/2020.

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- 1.0 Procurement of common use Goods and Services available on GeM through GeM is mandatory, in terms of instructions of Railway Board (ref. i.).
- 2.0 Services like hiring of vehicles, transportation of material, sanitization and housekeeping services, skilled/unskilled manpower hiring, professional staff hiring, office equipment hiring, digitization services, etc. are available on GeM. It is, however, observed that full potential of procurement of Services through GeM is not being utilized by Indian Railways.
- 3.0 Stores officers posted in Divisions, Depots, HQ and other extra Divisional units have already been delegated the powers to procure services through GeM, vide above referred instructions. However, some references are being received regarding competence of stores officers to procure services. It is clarified that the Stores officers posted in Divisions, Depots, HQ and other extra Divisional units are authorized to procure Services for all users of their units or the units as assigned by respective PCMM. Stores officers shall procure such services on submission of demands or request by the user(s) along with sanction of competent authority and fund availability certificate.
- 4.0 A suitable mechanism should also be put in place to ensure that the Services available on GeM are procured through GeM only.

This is issued with the approval of Board (MMM & MRS, FC).

(Kanwalpreet)  
Director Railway Stores/IC  
Railway Board

Copy to:

1. PCMMs, PCEs, PFAs, PCMEs, PCEEs, PCSTEs, PCMDs, PCOMs, PCCMs, PCPOs, PCSCs All Indian Railways & PUs, COFMOW, CORE, WPO/Patna.
2. Directors of all CTIs.
3. CMDs/MDs of all Railway PSUs.
4. Sr. Prof. (Material Management), NAIR, Vadodara, Executive Director (Stores), RDSO, Lucknow
5. MD, CRIS, Chanakyapuri, New Delhi
6. Director, Iron & Steel, 3, KoilaGhat Street, Kolkata
7. Chief Commissioner, Railway Safety, Lucknow
8. Zonal Railway Training Institute, Sukadia Circle, Udaipur
9. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
10. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPOA, Room No. 256-D Rail Bhavan.

**Copy to:- PSOs/Sr. PPSs / PPSs / PSs to :**

MR, MoS(R)  
CRB, FC, ME, MTR, MRS, MS, MT, Secy. Railway Board, DG (RHS), DG (RPF), DG/HR  
All AMs, PEDs & Executive Directors of Railway Board