

**GOVERNMENT OF PAKISTAN  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**


No. FD/DDA/PM Directives/2017-194

Islamabad: April 10, 2017

Secretary to the Prime Minister of Pakistan,  
Prime Minister's Office,  
Islamabad

**Subject: Government Procedures-Ease of Doing Business**

1. Kindly refer to Prime Minister's Office letter # 1208/M/SPM/2017 dated March 31, 2017 on the captioned subject.
2. This Ministry has identified the following business areas in its functional domain where applicants are allotted/granted license, sanction or permission to carry out respective activities:
  - i. International procurement of goods, works and services
  - ii. Lease of land for agricultural/commercial purposes
  - iii. Lease of assets i.e. kiosks, stalls, car parking lots, billboards
  - iv. Outsourcing of railway services (passenger trains, Cargo Express, Brake Vans, Luggage Vans, Dinning Cars)
3. Of the above mentioned business areas, the international procurement activities are governed under the provisions of Public Procurement Rules, 2004. While, the procedure for allotment/grant of license, sanction or permission relating to remaining here business areas is regulated through respective policies approved by the Ministry of Railways in line with relevant instructions of the Federal Government and other best management practices for ensuring fair deal, transparency and public interest.
4. Annex-A to this letter sequentially demonstrates procedures for allotment/grant of license, sanction or permission relating to each of the five business areas. The information has been uploaded on the website of Pakistan Railways [www.pakrail.gov.pk](http://www.pakrail.gov.pk) for the information of public.
5. This letter is issued with approval of Chairperson/Secretary, Ministry of Railways/Railways Board, Islamabad

  
(Aftab Akbar)

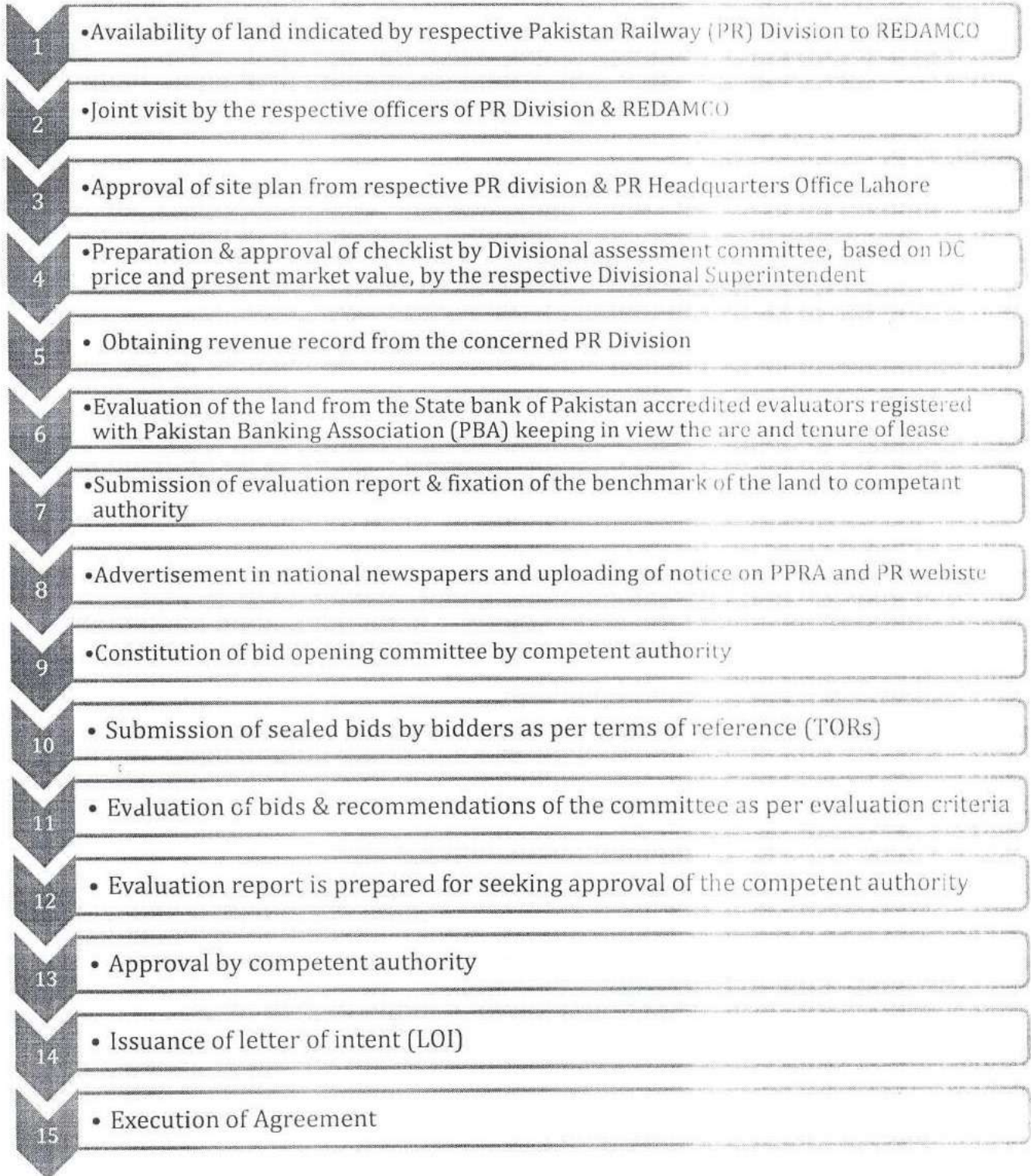
Secretary Railways Board

## **ANNEX-A**

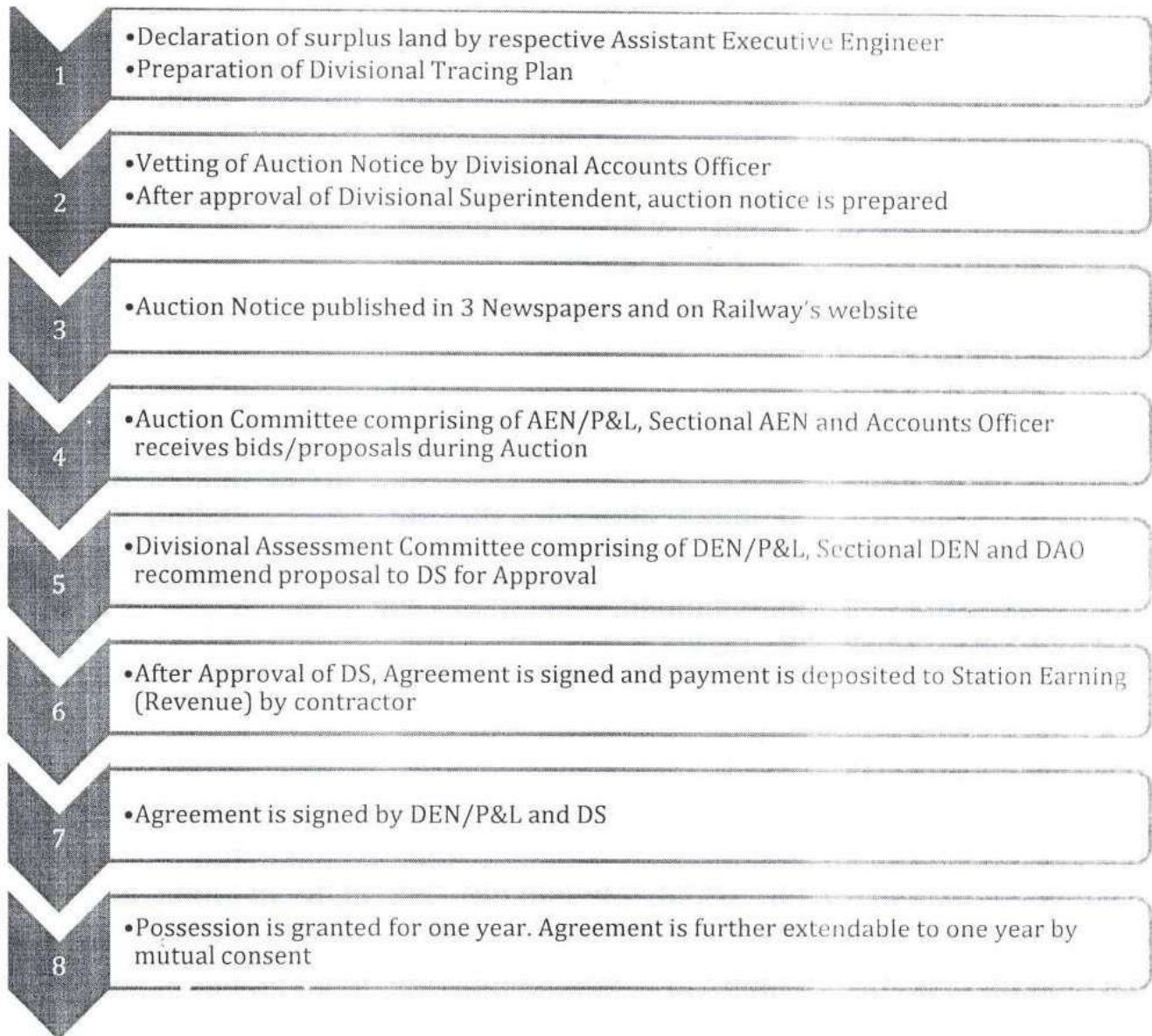
## Procurement Procedure for International Procurements

- 1 • Approval of PC-I/Demand of the consumer
- 2 • Certification of availability of funds
- 3 • Agreement of loan by planning directorate
- 4 • Approval of tender documents by loan giving agency (if funded through loan provided by any donor agency)
- 5 • Floating of tenders on single stage two envelop system or two stage two envelop system of public procurement rules 2004
- 6 • Advertisement is published in four leading newspapers and uploaded on Pakistan Railways and PPRA websites
- 7 • Pre-bid conference to clarify the queries of bidders
- 8 • Submission of tenders (technical and financial proposals)
- 9 • Opening of technical proposals
- 10 • Technical evaluation by the committee of P.Os
- 11 • Opening of financial bids of technically suitable proposals
- 12 • Proceedings of tender committee of BS-21 officers
- 13 • Acceptance by competent authority (Secretary/Chairperson Railways)
- 14 • Issuance of evaluation report to all the bidders in terms of Rule - 35 of PPR-2004
- 15 • Issuance of letter of intent
- 16 • Signing of contract agreement
- 17 • Demand of foreign exchange to M/o Finance
- 18 • Submission of L.C Application to State Bank of Pakistan (SBP)
- 19 • L.C Established through National Bank of Pakistan
- 20 • Receipt of L.C confirmation by the contractor/supplier
- 21 • Contract shall be effective on confirmation of letter of credit

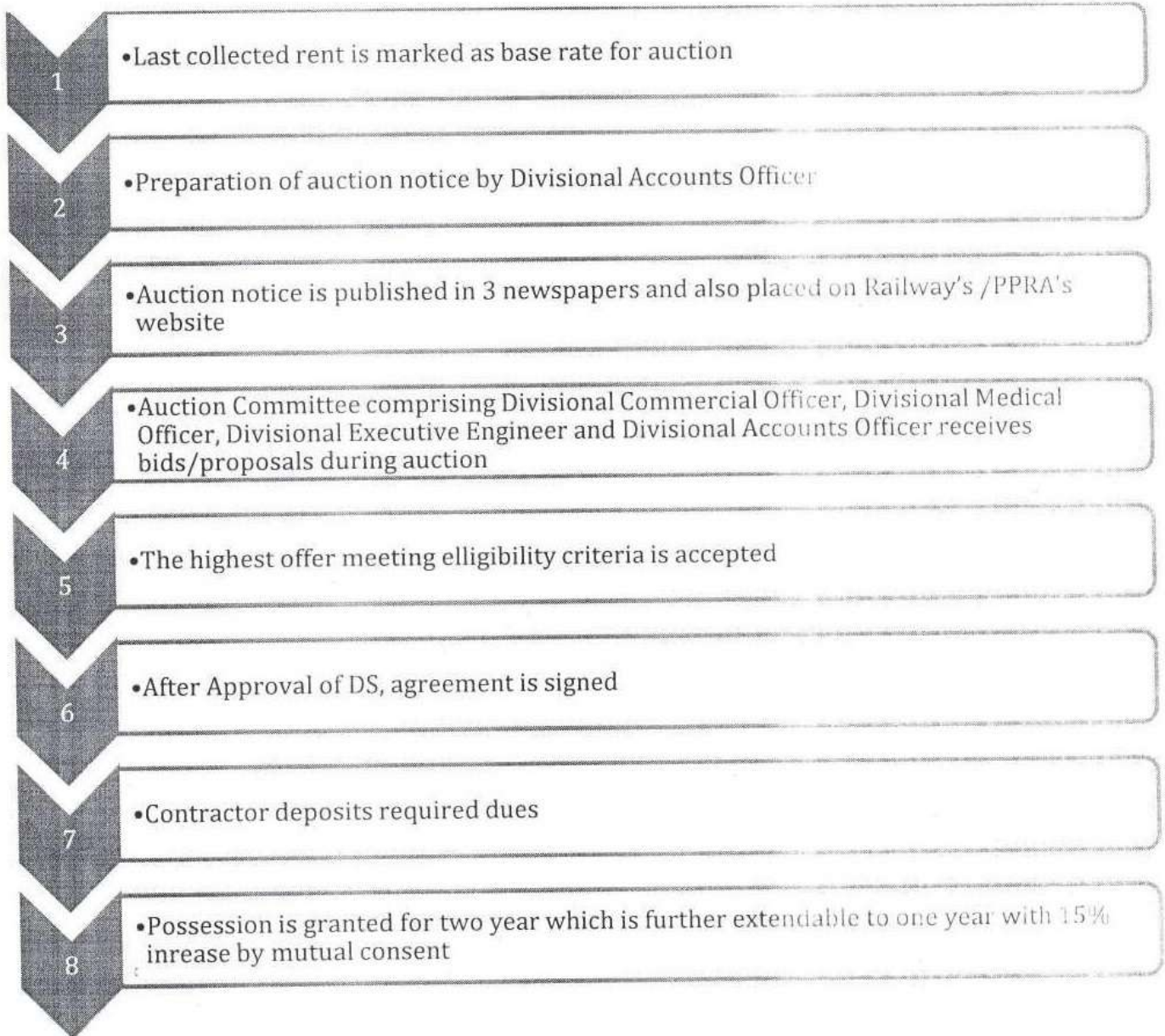
## Process of Lease of Pakistan Railway Land by Railway Estate Development & Marketing Company Pvt. Ltd (REDAMCO)



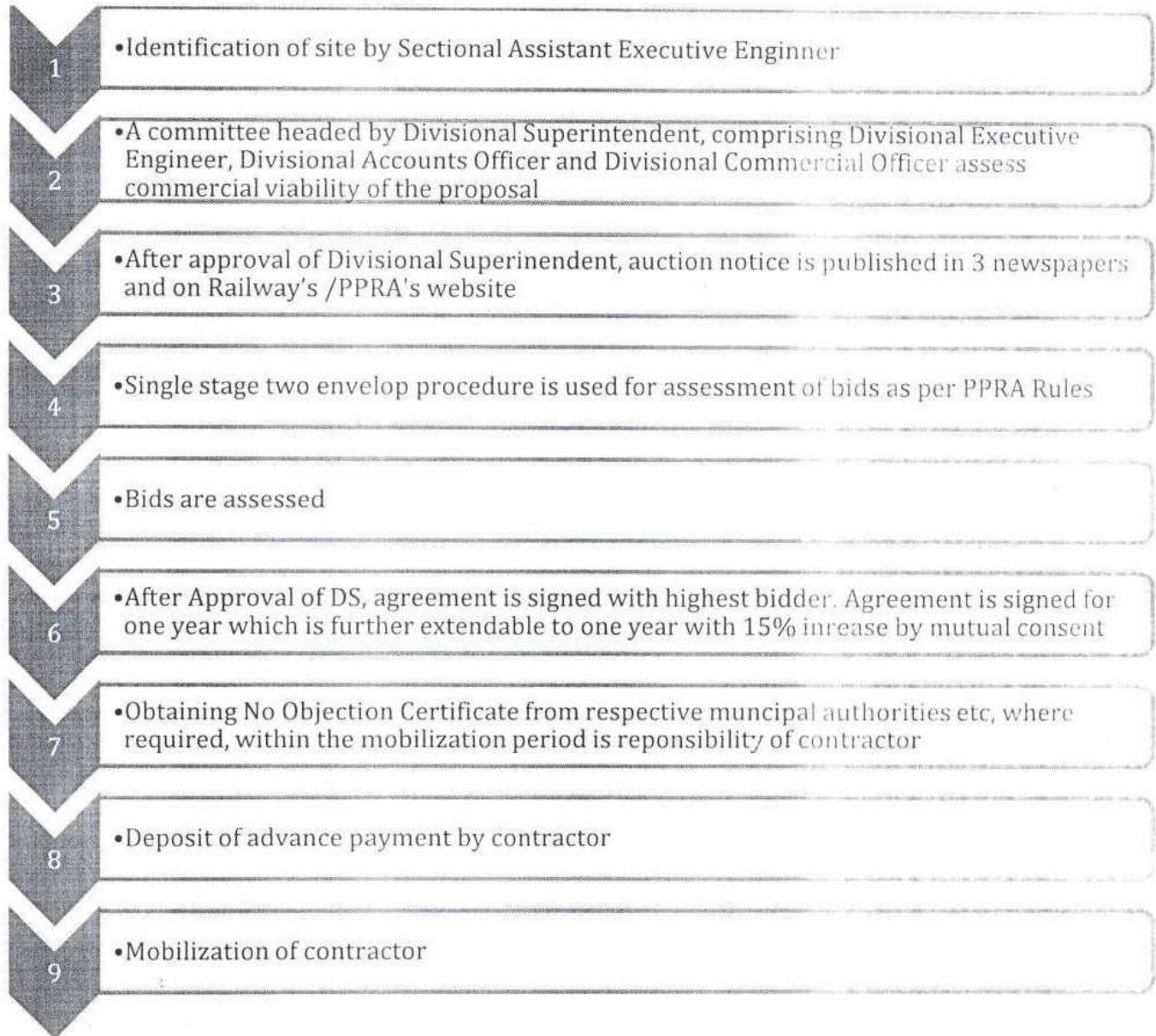
## Process of Short Term Lease of Railway Land by Offices of Divisional Superintendents



## Process of auctions of stalls/parking space by Divisional Superintendent Offices



## Process of lease of Billboards by Divisional Superintendent Offices



## Procedure for Outsourcing Railway Services

