

P. V. S. S. S.
26/4/22

(भारत सरकार) GOVERNMENT OF INDIA
(रेल मंत्रालय) MINISTRY OF RAILWAYS
(रेलवे बोर्ड) RAILWAY BOARD

No.2013/Sig/Vig/01/Part)/Dup

New Delhi Dt. 22.04.2022


Principal Chief Signal & Telecom Engineer,
All Indian Railways.

Sub: Issue of instructions regarding maintaining records of AMCs/ARCs.

During vigilance investigation of AMC contracts of various Department/Divisions in Central Railway, it was noticed that the supervisor in-charge of the work is failing to maintain the records as per Contract Agreement. Due to which the payment made to the contractor through on-account bills has not been fully complied with Contract Agreement

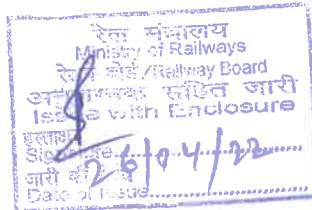
In this regard, it is requested that details of activities carried out in connection with AMC/ARC for various equipments should be filled in prescribed format. A sample format being followed in Central Railway is attached herewith for ready reference which may be adopted by Railways.

DA: As above


22/04/2022
(Arjun Singh Tomar)
Executive Director (Signal)

EDV(S87)

26/4/22



6/C

12/6

CENTRAL RAILWAY

DIVISION

-STATION

RECORD OF ANNUAL MAINTENANCE CONTRACT

DETAILS OF AMC[#]

LA No & DATE	
Firm's/Contractor's name	
Name of OEM (if Firm having AMC is different)	
Description of contract	
Contract Period, start and end date	
EQUIPMENT DETAILS COVERED BY AMC	
Details of Equipment covered under AMC (Mention all the equipment including various types of modules & their numbers)	<p>For example : DATA LOGGER</p> <p>Digital inputs : 2048</p> <p>Analog inputs: 32</p> <p>Processor card :</p> <p>Modem card</p> <p>E1 converter unit:</p> <p>Digital cards :</p> <p>Analog cards:</p> <p>Power supply unit:</p> <p>Batteries :</p> <p>C M U(PC)</p> <p>Printer:</p> <p>UPS</p>
Date of commissioning	

DETAILS OF VISIT*

Scheduled visit**

Periodicity of schedule visit	
Date of scheduled visit	
Date of actual visit	
Reason of delay in visit (if applicable)	

Details of regular checkup/activities carried out: (This will include recording of visual inspection, measurement of various parameters, adjustment of parameters done (if any), replacement of card/module/sub assembly if any as per type of equipment & scope of contract. If required details of various measurement may be recorded on separate page of register.)

For example for DATALOGER

- i) Checking of digital inputs:
 - a) No of wired Digital input
 - b) No of spare Digital input
 - c) No of working(wired) digital input
 - d) No of defective (wired/spare) digital input.
- ii) Checking of Analog inputs:
 - a) No of wired Analog input
 - b) No of spare Analog input
 - c) No of working(wired) Analog input
 - d) No of defective (wired/spare) Analog input
 - e) Check for calibration of analog inputs
- iii) Checking of power supply unit
- iv) Checking condition of battery
- v) Checking of backup time given by battery
- vi) Checking of dual modem card
- vii) Checking of link of networked data-logger
- viii) Checking of CMU for data-logger
 - a) Check working of NMDL software
 - b) Check version of NMDL
 - c) Check antivirus software in CMU for update
 - d) Backup database of NMDL
 - e) Check error logic
 - f) Check simulation diagram is updated for any changes in yard layout
 - g) Check data base is same in network data-logger also
- ix) Checking of Printer
 - a) Check working of printer
- x) Checking of UPS for CMU
 - a) Check working of ups
 - b) Check backup time provided by UPS
- xi) General Checking of data-logger fans, cleaning etc:

Note: Above list is for guidance purpose only and more items can be added as per requirement. Depending upon the type of equipment covered under AMC, the list of regular checkup and activities will vary.

Details of defects/defective modules identified

Defect/ Defective Module	Type	Sr. No	Repaired at site /Taken to repair center
i)			
ii)			
iii)			
iv)			
v)			
vi)			
vii)			
viii)			

Details of Modules taken for repair

Module	Type	Sr. No	Date Taken for repair	Date returned after repair
i)				
ii)				
iii)				
iv)				
v)				
vi)				
vii)				
viii)				

Remarks(if any) :

Signature of Contractor's representative (with name)

Signature of Railways's representative (with name)

CENTRAL RAILWAYS

DIVISION

STATION

RECORD OF ANNUAL REPAIR CONTRACT**DETAILS OF ARC**

CA No & DATE	
Firm's/Contractor's name	
Name of OEM (If Firm having ARC is different)	
Description of contract	

EQUIPMENT DETAILS COVERED BY ARC

Types of Equipment /modules/Cards covered under ARC	<p>For Example IPS</p> <p>Float cum Boost Charger (FRBC) Panel</p> <p>a) FRBC module</p> <p>b) Distribution/ Supervisory control / Alarm (DSA) unit</p> <p>c) Metering section</p> <p>AC Distribution Panel</p> <p>a) Inverters</p> <p>b) Ferro-Resonant based Automatic Voltage Regulator (AVR)</p> <p>c) Transformers</p> <p>d) Metering section</p> <p>DC Distribution Panel</p> <p>e) DC-DC converter Relay internal</p> <p>f) DC-DC converter Relay external</p> <p>g) DC-DC converter Axle Counter</p> <p>h) DC-DC converter Block local UP</p> <p>i) DC-DC converter Block Local DN</p> <p>j) DC-DC converter Panel indication</p> <p>k) DC-DC converter Block Line UP</p> <p>l) DC-DC converter Block Line DN</p> <p>m) DC-DC converter Block Tele UP</p> <p>n) DC-DC converter Block Tele DN</p> <p>o) Metering section</p> <p>Status Monitoring Panel for ASM's Room</p> <p>Battery Bank</p>
Mode of delivery of defective module/card and receipt of the same by railways	
Maximum upper limit of response if any	

Format for ARC

DETAILS OF REPAIRS

Format for ARC

13/4

Scheduled visit(to be filled if ARC includes schedule visit)##

Date of scheduled visit		
Date of actual visit		
Reason of delay in visit (if applicable)		
Details of checkup carried out:		
Remarks(if any) :		
Signature of Contractor's representative (with name)	Signature of Railway's representative (with name)	

On Call visit(to be filled if ARC includes on call visit) ###	
Date & time of failure	
Particulars of Failure	
Date & time when informed to contractor	
Date & time when contractor's representative attended site	
Module/card/component failed (with Sr no if any)	
Date & time failure put right	
Total duration of failure	
Details of cause of failure and action taken by the contractor's representative:	
Remarks(if any) :	
Signature of Contractor's representative (with name)	Signature of Railway's representative (with name)

*Details of visit

Details of schedule visit to be mentioned in separate portion of the register. Adequate no of pages to be allotted for each visit depending upon activities to be carried out including various table for measurement as applicable.

Details of on call visit to be recorded after the pages allotted for scheduled visit of the same register as per above format