

Special condition of contract regarding applicable for Elastic Rail Clip(Authority: Railway board letter no.2013/TK-II/22/7/2(Gen. Policy) dtd.19.04.2017)

- 1.0 ERC vendor while placing the order for raw material on an approved supplier, will inter alia quote thereon the relevant details of the ERC's PO (purchase order) e.g.-PO no./date/Railway etc, against which it is procuring the raw material.
- 2.0 The raw material supplier in turn shall also mention the aforesaid details of PO on concerned invoice(s) as well as on test certificate(s) accompanying the raw material supplies. Combined invoice shall not be issued against two/more POs. Simultaneously with dispatch of raw material, it shall also email the scanned copy of invoices/test certificates to PO issuing authority. Therefore, henceforth, the POs being issued by Zonal Railways/PSUs/Pvt. Parties should invariably contain the e-mail address of issuing authority.

If the invoice of raw material caters to only part-quantity of a particular PO, then each part- supply will be accompanied by its original invoice & original test certificate. **However, from 2nd part-supply onwards, apart from PO details, the invoices shall also contain the details of invoice(s) of all the previous part-supplies made against that particular PO.**

(In case, same firm is ERC manufacturer as well as the manufacturer/supplier of raw material and both units are in the same factory/premises, then a transfer letter from raw material division to ERC division bearing full details of raw material (similar to invoice details) including PO details etc, along with test certificate will be issued.)

- 3.0 Raw material shall be inspected & passed by Railway's AIE before permitting its use for ERC. At the time of inspection of raw material, both invoices (original as well as duplicate) & original test certificate shall be presented by ERC manufacture dully self-authenticated to the AIE (I/C issuing authority), who will match the same with PO, raw material receipt register and with the email of invoice(s) received from raw material supplier. Each raw material bar should be stamped & colour coded at ends in accordance with clause-10 of IRS T-31. The bars should be supplied in bundles tied with binding wires and also with packing strips (18-33mm width) at minimum three locations having manufacture's seal, name/logo/code. In addition, a metal tag shall also be provided with each bundle bearing the details of firm (code, name etc), PO no., heat no., date, grade, size and length
- (a) The raw material register shall be checked for continuity and if new register has been made, both shall be endorsed by inspecting official, The AIE may also keep a photo copy of the relevant pages of above register for Railway's record.
- (b) The AIE may check any other relevant record/process and keep a photocopy for office record if considered necessary.
- 4.0 After completion of inspection/testing of raw material, the AIE will make endorsement to this effect on the front side of relevant Invoice(s) (both original as well as duplicate), as prescribed in QAP, as under:

"Out of _____MT quantity/balance quantity indicated on invoice _____MT quantity inspected & passed for manufacture of ERC-MK-III against _____Railway's P.O. No.-----

dtd..... Balance quantity is

MT"

- 5.0 At the time of inspection of ERC lot(s), the ERC manufacture will present before the I/C issuing authority (AIE), the original invoice(s), original test certificate(s) & metal tags of raw material lots earlier inspected/passed pertaining to the offered ERC lot(s). After inspecting the ERC lot(s), AIE will endorse the ERC's I/C(s) details on front side of original invoice(s) & original test certificate(s) and forward original test certificate and one of the original invoice (out of two) along with I/C(s) to PO issuing authority.
- 6.0 ERC manufacture shall maintain the detailed record of receipt, consumption & stock of raw material for all POs of ERC placed on it from Zonal Railways/PSUs/private suppliers etc in a single machine numbered register. This register shall be filled in continuity, no column/row should be left blank, no over writing/pasting in the register shall be permitted. ERC manufacture shall produce this register as and when required by RDSO or the Railway authorities for verification of receipt, utilization & stock of raw material.
- 7.0 If any ERC manufacture is found to be using raw material (spring steel) from unapproved source, RDSO will take necessary action against it in accordance with "Vendor Approval Guidelines" and Zonal Railway will initiate action for mid-term cancellation/termination of contract on this ground.

The ERC manufacturer shall ensure strict compliance of these instructions failing which the raw material shall be rejected and the cost incurred if any, shall be borne by ERC manufacturer. No claim on this account shall be admissible whatsoever the case may be.

Cases where ERC's P.O. has been cancelled fully/partially by Zonal Railway:

In case a PO is cancelled partially or fully by Railway and the ERC manufacturer wants to use the left-over raw material already received against cancelled PO towards a fresh PO, then it will have to get the original invoice transferred from the PO cancelling Railway to the effect that "*The original Invoice No. dated issued by M/s (raw material Firm) for (Quantity) of spring steel bars was furnished to this Railway by M/s. (ERC firm) against this Railway's PO No.datedthe said PO has been cancelled/partially cancelled after receiving supply of Nos. ERCs. The aforesaid original invoice and original test certificate is enclosed herewith for further accountal at your end.*"

The railway which has issued the subsequent PO, will account for the aforesaid balance quantity of raw material after physical verification.

However, any cancellation from organizations, other than Zonal Railway, in similar manner for the raw material would not be accepted against Railway's PO.