

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

No. 2000/RS(G)/379/2

New Delhi, dated: 02.01.2019

The General Managers, All Indian Railways/PUs, NF(C), CORE  
The DG/RDSO/Lucknow & NAIR/Vadodara  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS  
MD/All Railway PSUs, KRCL, MRVC

**Sub.: Pre-dispatch inspection of stores by third parties.**


**Ref.: i. Railway Board letter No. 2000/RS(G)/379/2 dated 29/08/2018.**  
**ii. Railway Board letter No. 95/RS(G)/796/1 dated 31/07/2017**

\*\*\*

- 1.0** RITES is one of the nominated agencies for third party inspection of stores against purchase orders placed by Railway units. Following issues, impacting quality of inspection, have been raised by RITES:
- Access to RDSO/ Railways drawings & specifications.
  - Incomplete details of consignees in Purchase Orders and necessity of hard copies of IC (Inspection Certificate).
- 2.0** **Access to RDSO/ Railways drawings & specifications:** It is essential that a tender document must contain all essential information, which a bidder needs for sending responsive bid. Specifications/ drawings, which are essential information required for submission of responsive bid, subsequently become part of the purchase order. Availability of detailed specifications and drawings before any inspection is essential for meaningful, effective and efficient inspection.
- 2.1** Railway Board, on advice of the Vigilance Organisation, has issued instructions vide letter No. 2000/RS(G)/379/2 dated 29/08/2018, requiring relevant test reports/ certificates to be made available along with IC. Availability of authorized specifications/ drawings is a pre-requisite for any inspection agency to provide such test reports/ certificates.
- 2.2** Railway Board has also issued instruction (letter No. 95/RS(G)/796/1 dated 31/07/2017) for dispensing with cost of tender document, which includes specifications/ drawings.
- 2.3** In view of above, all Zonal Railways/PUs and Railway Units shall ensure that:
- All tenders for procurement of stores should have the specifications/ drawings uploaded on IREPS. In case the digital drawings/ specifications require digital memory more than the limit permitted on IREPS or a link to drawings/ specifications, from where these drawings can be downloaded free of cost by the prospective bidder, must be indicated in the tender documents.
  - All Zonal Railways, PUs and other Railway Units including RDSO, should make all the drawings/ specification available online for convenience of railway users as well as prospective bidders.
- 3.0** **Consignees details in Purchase Orders and necessity of hard copies of IC:**
- 3.1** Consignee details should be updated in database of CRIS, by purchaser or consignee, so that complete and updated details are reflected in Purchase Orders and Inspection Certificates.
- 3.2** A digitally signed IC and relevant test certificate/ test reports/ lab reports etc. available on RITES website, satisfies all the requirement of an IC and reports, as per the Information Technology Act, 2000. There is no need for a hard copy of the IC and the lab/ test reports, to be submitted to various authorities including consignee. IC and relevant test certificate/test reports/ lab reports etc. shall be uploaded immediately upon completion of inspection formalities, by the nominated inspecting agency on its

website. The complete data shall be pushed, in single instance, onto iMMS server, for which RITES and CRIS can agree on a protocol, ensuring complete data security including future non-repudiation.


- 4.0 Instructions have already been issued, vide letter No.2017/Trans/01/Policy/Stores dated 29/12/2017, regarding processing of bills on the basis of digitally signed documents.
- 5.0 RDSO/PUs are also required to issue digitally signed inspection certificate, as per Railway Board letter No.2001/RS(G)/779/7 Pt.2 dated 25/06/2018. These instructions shall also apply to RDSO inspections, as and when RDSO begins to issue digital IC.
- 6.0 This is issued with the approval of Railway Board (CRB and FC in consultation with DG/RS) and shall be implemented from 15/01/2019.

  
(Praveen Kumar)  
Jt. Dir. Rly. Stores (G)  
Railway Board

No: 2000/RS(G)/379/2

New Delhi, dated: 02.01.2019

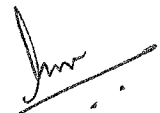
1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi

  
for Financial Commissioner / Railways

No: 2000/RS(G)/379/2

New Delhi, dated: 02.01.2019

1. The PCMMs, PCEs, CMEs, CEEs, CSTE, All Indian Railways & PUs, RCF/RBL/NDLS, COFMOW, CORE, WPO and RWP/Bela
2. The Directors-
  - a. Indian Railway Institute of Sig. Engg. & Telecom, Secunderabad.
  - b. Indian Railway Institute of Mech. & Elec. Engg., Jamalpur.
  - c. Indian Railway Institute of Elect. Engg., Nasik.
  - d. Indian Railway Institute of Civil Engg., Pune.
  - e. Indian Railway Institute of Traffic Management, Lucknow
3. Sr.Prof. (Materials Management), NAIR, Vadodara
4. MD, CRIS, Chanakya Puri, New Delhi
5. MD, RITES, RITES Bhawan, Sector -29, Gurugram
6. Director, Iron & Steel, 3, Koila Ghat Street, Kolkata.
7. Executive Director (Stores), RDSO, Manak Nagar, Lucknow.
8. Chief Commissioner Railway Safety, Lucknow.
9. Zonal Railway Training Institute, Sukadia Circle, Udaipur

  
(Praveen Kumar)  
Jt. Dir. Rly. Stores (G)  
Railway Board

Copy to:- PSOs / Sr. PPSs / PPS / PS to

1. MR, MoS(S), MoS(G), ED(Co-ordination)/MoS(G)
2. CRB, FC, ME, MTR, MRS, MS, MT, SECY., DG(RS), DG(S&T), DG(Personnel), DG/RHS, DG/RPF
3. All AMs and PEDs & All Executive Directors of Railway Board.

\*\*\*\*\*