



RESEARCH DESIGNS & STANDARDS ORGANIZATION

Manak Nagar, Lucknow – 226011

QO-D-8.1-7

Relaxation of Vendor registration requirements

1.0 Amendment History:

S. No.	Amendment Date	Version	Reasons for Amendment
1.	12.09.2018	1.0	First issue under ISO 9001:2015. Approved by DG/RDSO on NP-1 to NP-3 of MR/ISO9001/App/QMS/Doc/2018 on date 07.09.2018. No change in content from previous document no.QO-D-7.1-7 Ver 4.2 of 9001:2008 QMS.
2.	19.06.2020	1.1	Special DG VD (Vender Development) has joined RDSO and looking after vendor development work. All proposal for ISO procedure related to vendor development , where it was earlier required to get the approval of DG/RDSO, now to be put up to Spl.DG/VD who is now designated as final authority in vendor development matters. DG's note no. DG/Misc. dated 15.Jun.2020 and 16 June 2020 to ED /VDG RDSO/LKO
3.	28.07.2022	1.2	Replaced word 'Directorate Head, or Head of Directorate' with 'ED controlling the item (when final decision is taken at ED level)/ PED of Vertical (where final decision is taken at PED level)' and Responsible authority for 'Requirement of deviation from directive' under the sub head 'Responsibility and Authority' in existing ISO documents with "PED of the concerned Vertical". These changes are based on recommendation of Standing Committee duly approved by Spl. DG/VD on date 19.07.2022 at Note#14 in e-office file no. RDSO-MR0ISO(VD-C)/1/2020-O/o ED/Res/RDSO-Part(2) (Comp. No 123324). Recommendations of Standing Committee is placed at Note#11 in the above e-office file. One more para 4.4 added as per recommendation of Standing Committee duly approved by Spl. DG/VD on date 21.07.2022 at Note#38 in e-office file no. RDSO-QA/M0HQ(ISO)/2/2021-ED/QAM/RDSO/HQ (Comp. No 193080). Recommendations of Standing Committee is placed at SN 89-94 of this file.
4.	18.03.2025	1.3	"ED controlling the item (when final decision is taken at ED level)/ PED of Vertical (where final decision is taken at PED level)" & "Concerned Vendor Approving Authority" in whole document has been replaced with "Concerned Vendor Approving Authority i.e. Vertical head (which is normally the PED concerned, except in case when there is no PED posted/looking after, the senior most officer of the Directorate). The changes has been approved by Spl. DG/VD on 13.03.2025 (Placed at SN-314) in e-office file no. RDSO-MR0ISO(VD-M)/1/2020-O/o MR/ISO/RDSO-Part(2) (Computer no. 82704).

S. No.	Amendment Date	Version	Reasons for Amendment
5.	23.07.2025	1.4	<ul style="list-style-type: none"> Modified Para 5.0 as per recommendations of Standing Committee duly approved by Spl. DG/VD at Note#3 in ED/Stores e office file No.300971 “Vendor Approving Authority i.e. Vertical head (which is normally the PED concerned, except in case when there is no PED posted/looking after, the senior most officer of the Directorate)” has been replaced by” Vendor Approving Authority” in whole document. Placed at Note #14 in ED stores e-file 303042. Change in clause 8.0 (Requirement of deviation) approval placed at Note#9 of ED stores e-file 303042. All recommendations placed at SN 1-66 in e-office Master file no.302245.

2.0 Purpose

This document contains directives for vendor approval/vendor registration (multi-sourcing) of items allotted to RDSO by Railway Board/ Spl. DG/VD, RDSO.

This document contains directives specific to relaxation of vendor registration requirements for special categories of vendors like

- Those registered by other railway PU's
- Relaxation provided under RDSO process of product development. (ref-11)

A set of related documents create the full set of directives for vendor registration process at RDSO. These are listed under para 5.0.

3.0 Scope of Application

This directive is applicable to all units covered by the quality management system of RDSO without any exception.

4.0 Details

4.1 Relaxation for vendors approved with Railway Production Units

Based on the experience of RDSO, it is found necessary to provide for a simpler procedure of registration in respect of vendor approval of items transferred from the purview of Production Units (PUs) to RDSO. A vendor approved by a PU for an item transferred from the purview of the PU concerned to RDSO, may be exempted from procedure for registration followed by RDSO, subject to the condition that the approval category of the vendor and the date of approval shall remain same as that listed at the PU concerned on the date of appearance in the RDSO 'List of Vendors for Developmental Orders'/'List of Approved Vendors'. However, undertaking as per document no. QO-F-8.1-7 shall be taken from the vendor in due course.

Those items/products developed by 'Railway PUs' through regular transfer of technology can straight away be used (after due inspection) by the concerned PU without any RDSO's involvement.

4.2 Relaxation as provided under product development directive

Relaxations as listed in the directive for product development are applicable as described in (ref-11)

4.3 Procedure for approval of firms/vendors given IPR by the principal IPR holder for manufacture in India as stated in para 4.11.1.2 of QO-D-8.1-6.

Firms/vendors holding IPR of a proven product or firms/vendors duly authorized to use the same by the principal IPR holder (for manufacture in India of already '**Proven and Established**' product on I Rly) the approval process to be followed shall be as under:

"The firm holding IPR of a proven product or firms/vendors duly authorized to use the same by the principal IPR holder (for manufacture in India of already 'Proven and Established' product on I Rly) can be inducted into the Approved List after capacity, capability assessment including compliance to QAP & STR for the given product."

4.4 There are some applicants which may already be registered with some reputed units for the same item for which application has been submitted to RDSO, like Metro Rail Corporations, Power Grid Corporations, Ordinance Factories or DFCCIL, Central PSUs etc. On registration by vendor on the UVAM portal, the document submitted by the vendor shall be scrutinized for the compliance of the specification and other requirements. Verification of registration documents with concerned PSU/s for same item as mentioned above shall be done. Vendor shall submit para-wise compliance of specification and deviation if any with mitigation measure/ alternate provision. Dispensation may be given by the Concerned Vendor Approving Authority based on the importance of provision and effectiveness of mitigation measure/alternate provision. Directorate may issue a detailed guideline in this regard to ensure transparency. On satisfactory compliance of documents and other requirements, Concerned Vendor Approving Authority may waive prototype requirements and/or trial requirements in addition to CCA and the vendor can be directly placed in developmental vendor category. In deserving cases, after application of mind and recording reasons, especially if developed vendors are less than three and such vendor is considered capable based on satisfactory supply performance in such PSUs, the vendor may be placed in regular approved vendor category in Vendor Directory. Cross approval policy may be followed where it exists/applicable.

5.0 Referenced Documents

The list of related documents for multi-sourcing of items / equipment is given below.

Ref. SNo.	Document Number	Document Name
1.	QO-D-8.1-5	Application for registration of vendor
2.	QO-D-8.1-6	Vendor application processing
3.	QO-D-8.1-7	Relaxation of Vendor registration requirements
4.	QO-D-8.1-8	Vendor registration EOI
5.	QO-D-8.1-10	Vendor sample type testing
6.	QO-D-8.1-11	Vendor changes in approved status
7.	QO-D-8.1-12	Vendor changes in vendor entity
8.	QO-D-8.1-13	Quality Audit of Approved Vendor
9.	QO-D-8.1-14	Vendor registration schedule of charges
10.	QO-D-8.1-15	Product development

6.0 Referenced Documents of External Origin

None

7.0 Associated Records

As required by the directorate documentation.

8.0 Responsibility and Authority

Activity	Responsible	Approver	Supporting	Consulted	Informed
Creation, maintenance of this document	MR/ISO Cell	Spl. DG/VD	Staff of ISO Cell	Standing Committee	All directorates through intranet
Compliance of directives contained in this document.	Director In-charge of Directorate	Concerned Vendor Approving Authority	Directorate Staff		
Requirement of deviation from directive.	Executive Director of concerned directorate	Vendor Approving Authority	Director In - charge	MR/ISO Cell	Spl. DG/VD & MR/ISO for discussion during MRM in agenda point-4

The Vertical Head shall approve deviations, if necessary, based on a fair and transparent procedure to be defined by the Directorates in their Directorate level documents/ procedures. Record of deviations permitted by the verticals shall be maintained by them.

9.0 Abbreviations

None

Copy controlled only when viewed on the RDSO ISO Cell Website. Local/printed copies permitted, but are uncontrolled. Check controlled copies before use.