

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			



RESEARCH DESIGNS & STANDARDS ORGANIZATION

Manaknagar, Lucknow – 226011

Document No: QC-G-7.1-14

Document Title : Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints

1.0 Amendment History:

S. No.	Amendment Date	Version	Reasons for Amendment
1.	01.12.2001	1.0	First issue under new documentation system
2.	01.10.2020	2.0	List of plant & machineries and list of testing & measuring instruments added

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 1 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

2.0 Purpose:

This guideline covers all technical requirement for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints used for vendor registration/ quality audit of vendor. This guideline replaces the provisions of earlier guidelines issued on the subject i.e. QC-G-7.1-14 rev '1'

3.0 Scope of Application

This shall be applicable for initial capability assessment, quality audit, up-gradation of vendors and maintaining their approved list. In case of any variation between the procedure/provision given in the work instruction and that in this 'Item-specific guidelines', the later shall prevail. The competent authority wherever referred to in this document shall mean Executive Director, Quality Assurance Civil Dte.

4.0 Procedure / Details

Procedure/details is annexed.

5.0 Referenced Documents

S.No.	Document Name	Document No.
1.	IRS Manual for Glued Insulated Rail Joints (1998)	Nil

6.0 Referenced Documents of External Origin

None.

7.0 Associated Records

None.

8.0 Responsibility and Authority

Activity	Responsible	Approver	Supporting	Consulted	Informed
Creation, maintenance of this document	Director/QAC	ED/QAC	DD/XEN/AIE/ARO	Track Design Dte. & M&C Dte.	All vendors/ concerned through website
Compliance of directives contained in this document	DD/XEN/AIE/ARO	Director/QAC	Respective staff	-	-
Requirement of deviation from this directive	Director/QAC	ED/QAC	DD/XEN/AIE/ARO	Track Design Dte. & M&C Dte.	All vendors/ concerned through website

9.0 Abbreviations

QA	Quality Assurance.
QAC	Quality Assurance Civil.
ED/QA	Executive Director/Quality Assurance Civil
RDSO	Research Designs & Standards Organisation
DD	Dy. Director
XEN	Executive Engineer
AIE	Assistant Inspecting Engineer.
ARO	Assistant Research Officer

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 2 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

Scheduled of Technical Requirements for manufacture, testing and Quality control of Glue used in fabrication of Glued Insulated Rail Joints

1. General and Manufacturing facilities required:

Adequate covered and uncovered area for storage of Raw & Finished material and installation of all plants and equipment including testing equipment. General working condition i.e. proper lighting, ventilation and cleanliness etc.
2. Quality control requirements: There should be a system to ensure:
 - 2.1 The traceability of the product from raw material sample to finished product.
 - 2.2 That there is a QAP for the product detailing various aspects.
 - (i) Organisational Chart
 - (ii) Process Flow Chart
 - (iii) Stage Inspection Details
 - 2.3 That the relevant specifications, BIS Standards & Drawings are available.
 - 2.4 That there is a display boards for identification of resin and Hardener with there prescribed ratios.
- 3.0 Packing and Marking: Each container/Drum shall be clearly marked with the following:
 - (i) The manufacturer's name or his Trade Mark if any.
 - (ii) The material's designation as mentioned in clause (5).
 - (iii) Month and Year of manufacture.
 - (iv) Expiry Date of the product.
- 4.0 Maintenance of records: Records in respect of manufacture of Glue should be maintained in proper register.

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 3 of 9

5.0 LIST OF EQUIPMENTS AND INSTRUMENTS

5.1 LIST OF PLANT & MACHINERIES

Sr. No.	Description	Range /Capacity
1	Reactor	5 KL
2	Storage Tank	5 KL
3	Measuring Vassal	2 KL
4	Receiver	2 KL
5	Hot Oven	4 MT
6	Drum filling Machine	500 kg
7	Cooling Tower	NA
8	Boiler	5KL

5.2 LIST OF TESTING & MEASURING INSTRUMENTS

Sr. No	Instrument Name	Operating Range
1	Colorimeter	NA
2	Tintometer	0 – 18 GS
3	Balance (120g)	0 – 120 g
4	Auto Titrator	NA
5	Universal Testing Machine (UTM)	50 KN
6	Digital Viscometer	Upto 40 lac cps
7	Gel timer	0 - 250
8	Balance (4 kg)	Upto 4 kg
10	Stability Chamber	-5° to 60°
11	Hot Air Oven	0 – 250°

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

Proforma for Technical Capability assessment for manufacture of Glue use in Fabrication of Glued Insulated Rail Joints.

Note:

- (i) To be filled in by the firm in duplicate attached extra sheets where ever necessary. No para to be left blank
- (ii) All manufacturing and test facilities to be available in the unit.
- (iii) All enclosures to be signed.

1.0 Section-I- General Information:

1.1 Name of the firm:

1.2 Address:

(a) Head office:

(b) Works:

(c) Distance of works in Km. from nearest railway station:

(d) Nearest Railway Station:

1.3 Factory Area (Sq. M.):

(a) Covered:

(b) Uncovered:

(c) Is the factory sight in your name or on rental basis:

1.4 (a) Telephone & fax No.

- Head office:

- Works:

(b) E-mail Address:

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 5 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

1.5 SSI / NSIC/MSME registration (if any):

1.6 Power availability (KVA):

- (a) General allotted capacity:
- (b) Stand by Generator and its capacity (if available):
- (c) Name the party / person in whose name the power is sanctioned and your agreement with the party/persons (support with reasonable documents):

1.7 Name of any other unit located in the above premises:

1.8 Man power management:

- (a) Managerial Staff:

- (b) Shop Floor Engineers / Supervisors (Their nos., name, qualification and service experience):

- (c) Lab in-charge whether full time or part time, indicate name, qualification and service experience:

- (d) Inspection and quality control staff, given their name. qualification and service experience:

- (e) Workmen:
 - (i) Highly Skilled:

 - (ii) Semi Skilled:

 - (iii) Unskilled:

2.0 Section-II (Technical Information):

2.1 Manufacturing facility (no. & capacity):

- (i) Reactor

- (ii) Storage Tank

- (iii) Measuring Vassal

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 6 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

- (iv) Receiver
- (v) Hot Oven
- (vi) Drum filling Machine
- (vii) Cooling Tower
- (viii) Boiler

2.2 Laboratory-cum-inspection room:

- (i) Indicate available in yes / no:
- (ii) If yes, indicate size of room:

2.3 Testing facilities:

- (i) Colorimeter
- (ii) Tintometer
- (iii) Balance (120g)
- (iv) Digital Viscometer
- (v) Auto Titrator
- (vi) Gel timer
- (vii) Balance (4 kg)
- (viii) Stability Chamber
- (ix) Hot Air Oven
- (x) Universal Testing Machine (UTM)
 - Capacity:
 - Make:

2.4 Source of raw material:

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 7 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

2.5 Arrangement for storing raw material at a time:

2.6 Arrangement for storing finished material & Capacity to store at a time (in tones):

3.0 Section-III – Experience (for record purpose only)

3.1 Indicate various types of items being manufactured in your works and the name of the agency / client for whom it is being manufactured:

3.2 Indicate important customers for the last three years both Government and non-government if any, for information furnished in your reply to 3.1

- Government:

- Non-Government Company:

3.3 Give details (Contract reference, item and quantity manufactured & supply of important orders executed in the past three years for the following:-

- Government:

- Non Government Organisation:

3.4 Indicate the inspecting agency for each:

- RITES for Railways :

- Government Department (Central/State), Government Undertaking other than Railways:

- Directly to the Railways:

- Outside important firms:

3.5 Please specify current orders in hand on your firm (Contract reference, Client, Item, Under manufacture & Supply)

3.6 Whether you are already registered with RDSO for other P. Way items. If so, name the item supported by documents:

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 8 of 9

ISO9001:2008	Document No: QC-G-7.1-14	Version No: 2.0	Date Effective: 01.10.2020
Document Title: Item Specific guideline & Schedule of Technical Requirements for Vendor approval for manufacture and supply of Glue used in fabrication of Glued Insulated Rail Joints			

3.7 Whether you are already registered with RDSO for other P.Way items. If so, name the item and department. With which you are registered, supported by documents:

3.8 Indicate annual turnover of your firm

4.0 Declaration:

4.1 We do hereby declare that the above that the above particulars are correct and no discrepancy shall be found during actual investigation before and during execution of order on our firm.

4.2 Any change in the plant and machinery and change of place of office and of works site shall be brought to the notice of RDSO for clearance and approval.

4.3 We also declare that our concern has not been black listed by Railway, Railway Board/RDSO for business with the Railways.

4.4 We hereby undertake that all our equipments for manufacturing and testing as listed above shall be maintained in good working order at all times.

4.5 We hereby declare that the contents and the instructions of latest "~~General Guidelines for Vendors Approval~~ **ISO Apex Documents- Latest version** " effective from have been read and understood by us and our firm shall agree abide by all the stipulations laid therein.

Signature

Name in full of Signing Authority

Status in the Firm

Place :

Date :

Stamp of the firm.

DD/QAC/EF	Dir./QAC/Mod.	Printed: 2020/08/19
Prepared By:	Issued By:	Page 9 of 9