

Policy for approval of new brand for a particular/specific spare part in lieu of the original spare of manufacturer/ supplier of track machine in NCR shall be as follows (w.e.f. 01-03-2012):

1. Development of various spares for track machine can be under taken either,
 - i. as per the decision of the competent authority i.e. CE/TMC
 - ii. Firms offer to do development free of cost.
2. Request for trial testing of particular brand should be received in the office of CE/TMC with all technical details, expected life and comparative chart having comparison with the original spare part (of OEM) of the machine. **Request from OEM / Authorized dealer of OEM shall only** be considered to ensure the proper quality and service throughout the life of particular spare part. **Offer of sub-dealer at this stage shall not be entertained at all.**
3. Applications shall be scrutinized by Dy CE/TMC/HQ within a stipulated timeframe, (90 days of the receipt of the application) and any additional information can be sought during this period from the firm. The firm may be allowed to reply within a period of 60 days. Upon due consideration of the application and such replies, the CE/TMC would take a decision whether on the basis of information supplied, particular brand for which firm has requested, can be considered for trial or not. If the application and details submitted are not found satisfactory and the application is rejected, firm shall be advised of deficiencies, giving a timeframe (max. 3 months) to comply. If the firm submits the complete compliance within the stipulated time, the case may be reviewed with the permission of CE/TMC. If the firm fails to submit the complete compliance within the above mention period, the firm will have to apply afresh to head quarter. Prima-face, if the papers and documents submitted by the firm in support of technical suitability of the particular item are found sufficient, matter shall be referred to three Dy. CE's committee after getting the approval of CE/TMC on the note put up by Dy CE/TMC/HQ for detail technical report and suggestion.
4. The members of the three Dy. CE's committee will be.
 - a. Dy CE /TMC/HQ (coordinator)
 - b. Dy CE/CPOH; and
 - c. Dy CE/TMC/L/JHS
5. After getting the approval of CE/TMC and receiving the detail offer, the three Dy.CE's committee shall examine the offer and shall submit the technical report along with necessary guideline and suggestion including trial period to CE/TMC for **approval of trial and testing** of particular spare of offered brand on the concerned track machine of NCR. However, any additional information can also be sought during this process from the firm by the committee and firm is bound to furnish the details asked by the committee within the stipulated time frame (max. 45 days).
6. After obtaining the formal approval for trial testing, firm will supply & commission the spare on the machine at his own expenditure. Railway shall not be responsible for any damage to the particular spare during its trial and testing period. In case of any damage to the machine or other adjoining parts in consequence of the failure of particular spare under trial, loss shall be compensated by the firm. In this matter decision of CE/TMC shall be final. However CE/TMC can issue instructions to purchase the particular spare for trial. **Minimum quantity for trial** should not be less than three; however the committee will decide the minimum quantity for trial depending upon the nature and cost of spare; and **trial period shall be** at least warranty period as given by the OEM of the brand under trial or as approved in formal approval. But in any case minimum trial period should not be less than one year.
7. **Approval for developmental order** shall be given by CE/TMC based on the report of three Dy. CE's committee prepared after receiving the request of firm and successful performance of the particular item for the specified trial period The percentage of developmental order shall also be specified based on the criticality of the spares.
8. **Approval for bulk order** shall be given only after receiving the request of firm and successful performance (actual performance in service and not from the date of supply of that spare) of spare supplied against the developmental order of NCR, for a period of one year or warranty period of spare whichever is more (**performance monitoring period**) .Minimum quantity for performance monitoring against developmental order shall be decided by the competent authority on the recommendation of three Dy. CE's committee based upon the type of spare, its application, rate etc. However, minimum quantity in this case should be more than five.
9. Idling of machine on account of failure of the particular spare under observation, within the specified duration (trial period as per para-6 for brand approval for developmental order and performance monitoring period as per para-8 for brand approval for bulk order) should not be more than 5% of the specified duration. In addition, number of failure should not be more than one for each sample during the

trial period/ performance period. In case of non-compliance of above condition even by one spare, brand shall not be approved for bulk order; and firm will have to apply afresh after completion of one year from the date of formal written rejection. Regarding failure during observation period, decision of CE/TMC shall be final.

10. In case of noncompliance of above (para-8), brand shall not be approved and may be rejected even for developmental order. However, in this case right reserves with NCR and decision of CE/TMC regarding approval, rejection, removal from the list of approved brand in any category or extension of brand in developmental category, shall be final.
11. **For approval of brand, offer of OEM/authorized dealer shall only be considered.** However in all cases the "Warranty bond of amount equal to the amount of purchase order shall be taken for a period of not less than trial period as per para-6 or performance monitoring period as per par-8 as the case may be.
12. In case, brand is being used in some other railways, the offer from OEM/authorized dealer can be considered only for developmental orders based on the performance report from the user Railways **for at least trial period as per para-6.** In this case three Dy.CE's committee will submit the report to CE/TMC by noting all facts and performance report of particular spare from concern railway over a period of not less than **trial period as per para-6** for approval of particular brand for developmental order. However in this case, no trial testing shall be done, but brand shall be approved for developmental order only. But for approval of brand for bulk order procedure shall be same as explained in above paras.
13. The approved brand may be deleted at any stage by the competent authority in case of one or more of the below mentioned conditions considering the seriousness and nature of deficiencies and its effect on quality of product, machine performance etc:
 - a. Information provided by the firm (at the time of brand approval) is found to be incorrect.
 - b. Non compliance of the attention required for breakdown of machine due to failure of that particular item (in warranty, total breakdown period of machine should not be more than 5% of the warranty period from the date of failure reported to supplier by fax/sms/mail/phone etc.)
 - c. Any other situation leading to adverse effect on quality output of machine.
 - d. The vendor is blacklisted / or business dealing is banned by Govt. of India or its offices.
14. If the firm is already approved for a particular spare of a particular brand and desires to supply some other spare part of that brand, it shall be considered as a fresh case and the same procedure will be applicable as applicable for approval of new brand.
15. In all cases, railway reserves the right to cancel the approval of any make at any stage on the basis of poor performance of that particular spare in NCR itself by the competent authority i.e. CE/TMC.

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