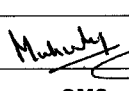
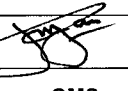
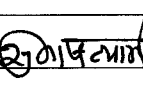
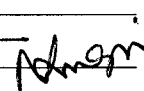


QUALITY ASSURANCE SYSTEM

[ANNEXURE - VI TO SPECIAL CONDITIONS OF CONTRACT]

बोलीकर्ता से गुणवत्ता प्रबंधन
प्रणाली अपेक्षाओं हेतु विनिर्देश

SPECIFICATION FOR QUALITY
MANAGEMENT SYSTEM
REQUIREMENTS FROM BIDDERS

0	04.06.09	Issued as Standard Specification	 QMS Standards Committee	 QMS Standards Committee	 SCT	 ND
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standard Bureau Chairman
						Approved by

Abbreviations:

MR	-	Material Requisition
PR	-	Purchase Requisition
PO	-	Purchase Order
QA	-	Quality Assurance
QMS	-	Quality Management System
ISO	-	International Organization for Standardization
CV	-	Curriculum Vitae

QMS Standards Committee

Convenor: Mr. S.C. Tyagi

Members: Mr. Chandra Kant (Insp.)
Mr. R.K. Trivedi (Engg.)
Mr. R.K. Sabharwal (C&P)
Mr. M.P. Jain (Projects)
Mr. Ravindra Kumar (Const.)
Mr. Mukesh Meena (CQA)

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Attachment

Format for Concession/Deviation Permit : Format No.5-0000-0180-F1

1.0 SCOPE

This specification establishes the Quality Management System requirements to be met by BIDDER for following purpose:

- QMS requirements to be met by suppliers/contractors after award of work/during contract execution.

2.0 DEFINITIONS

2.1 Bidder

For the purpose of this specification, the word "BIDDER" means the person(s), firm, company or organization who is under the process of being contracted by EIL / Owner for delivery of some products (including service). The word is considered synonymous to supplier, contractor or vendor.

2.2 Project Quality Plan

Document tailored from Standard Quality Management System Manual of BIDDER, specifying how the quality requirements of the project will be met.

2.3 Owner

Owner means the owner of the project for which services / products are being purchased and includes their representatives, successors and assignees.

3.0 REFERENCE DOCUMENTS

6-78-0002	Specification for Documentation Requirements from Contractors
6-78-0003	Specification for Documentation Requirements from Suppliers

4.0 QUALITY MANAGEMENT SYSTEM – GENERAL

Unless otherwise agreed with EIL / Owner, the BIDDER proposed quality system shall fully satisfy all relevant requirements of ISO 9001 "Quality Management Systems – Requirements." Evidence of compliance shall be current certificate of quality system registration to ISO 9001 or a recent compliance audit recommending registration from a registrar. The quality system shall provide the planned and systematic control of all quality related activities for execution of contract. Implementation of the system shall be in accordance with BIDDER'S Quality Manual and PROJECT specific Quality Plan.

5.0 QUALITY SYSTEM REQUIREMENTS

- 5.1 BIDDER shall ensure that the responsible authority for execution of the order / contract has communicated the PO / contract requirements including any identified or intended statutory and regulatory requirements to all concerned in their organization and sub-contractor's organization who are contributing to the execution of the PO/ contract.
- 5.2 BIDDER shall establish a documented Quality Policy and Quality Objectives to achieve the specified and intended requirement of PO / contract.

- 5.3** BIDDER shall identify and communicate the responsibilities and authorities of the personnel contributing to the execution of the PO / contract.
- 5.4** BIDDER shall deploy competent and trained personnel for various activities for fulfillment of PO / contract. BIDDER shall arrange adequate infrastructure and work environment to ensure that the specification and quality of the deliverable are maintained.
- 5.5** BIDDER shall do the quality planning for all activities involved in delivery of order. The quality planning shall cover as minimum the following:
- Resources
 - Product / deliverable characteristics to be controlled.
 - Process characteristics to ensure the identified product characteristics are realized
 - Identification of any measurement requirements, acceptance criteria
 - Records to be generated
 - Need for any documented procedure
- The quality planning shall result into the quality assurance plan, inspection and test plans (ITPs) and job procedures for the project activities in the scope of bidder. These documents shall be submitted to EIL/Owner for review/approval, before commencement of work.
- 5.6** Requirements for sub-contracting / purchasing of services specified in contract / tender shall be adhered to. Wherever requirements are not specified, the sub-contractor shall establish and maintain a system for purchasing / sub-contracting to ensure that purchased product / service conforms to specified requirements. Criteria for selection of sub-contractor, evaluation, re-evaluation, maintenance of purchasing data and verification of purchased product (sub-contractor services), constitute important components of this requirement.
- 5.7** BIDDER shall plan and carry production and service provision under controlled conditions. Controlled conditions shall include, as applicable
- a) the availability of information that describes the characteristics of the product
 - b) the availability of work instructions
 - c) the use of suitable equipment
 - d) the availability and use of monitoring and measuring devices
 - e) the implementation of monitoring and measurement
 - f) the implementation of release, delivery and post delivery activities
- 5.8** BIDDER shall validate any processes for production and service provision where resulting output cannot be verified by subsequent monitoring and measurement. This includes any process where deficiencies become apparent only after the product is in use or service has been delivered.
- 5.9** BIDDER shall establish a system for identification and traceability of product / deliverable throughout product realization. Product status with respect to inspection and testing requirements shall be identified.
- 5.10** BIDDER shall identify, verify, protect and safeguard EIL / Owner property (material / document) provided for use or incorporation into the product. If any Owner / EIL property is lost, damaged or otherwise found to be unsuitable for use, this shall be reported to the EIL / Owner.

- 5.11** BIDDER shall preserve the conformity of product / deliverable during internal processing and delivery to the intended destination. Requirements mentioned in the tender shall be adhered to.
- 5.12** BIDDER shall establish system to ensure that inspection and testing activities are carried out in a manner that is consistent with the inspection and testing requirements. Where necessary, measuring equipments shall be calibrated at specified frequency, against national or international measurement standards; where no such standard exists, the basis used for calibration shall be recorded. The measuring equipments shall be adjusted or re-adjusted as necessary, identified to enable the calibration status to be determined. The measuring equipments shall be protected from damage during handling, maintenance and storage.
- 5.13** BIDDER shall ensure effective monitoring, using suitable methods, of the processes involved in production and other related processes for delivery of the scope of contract.
- 5.14** BIDDER shall monitor and measure the characteristics of the product/deliverable to verify that product requirement has been met. The inspection (stage as well as final) by BIDDER and EIL / Owner personnel shall be carried out strictly as per the ITPs forming part of the contract. Product release or service delivery shall not proceed until the planned arrangements have been satisfactorily completed, unless otherwise approved by relevant authority and where applicable by Owner / EIL.
- 5.15** BIDDER shall establish and maintain a documented procedure to ensure that the product which does not conform to requirements is identified and controlled to prevent its unintended use or delivery
- 5.16** All non-conformities (NCs) / deficiencies found by the BIDDER'S inspection / surveillance staff shall be duly recorded, including their disposal action shall be recorded and resolved suitably. Effective corrective and preventive action shall be implemented by the BIDDER so that similar NCs including deficiencies do not recur.
- 5.17** All deficiencies noticed and reported by EIL / Owner shall be analyzed by the BIDDER and appropriate corrective and preventive actions shall be implemented. BIDDER shall intimate EIL / Owner of all such corrective and preventive action implemented by him.
- 5.18** BIDDER should follow the standards, specifications and approved drawings. Concessions/Deviations shall be allowed only in case of unavoidable circumstances. In such situations Concession/deviation request must be made by the BIDDER in attached Format No. 5-0000-0180-F1.
- 5.19** BIDDER shall have documented procedure for control of documents.
- 5.20** All project records shall be carefully kept, maintained and protected for any damage or loss until the project completion, then handed over to EIL / Owner as per contract requirement (Refer Specification Nos. 6-78-0002 - Specification for Documentation Requirements from Contractors and 6-78-0003 - Specification for Documentation Requirements from Suppliers), or disposed as per relevant project procedure.
- 5.21** BIDDER shall prepare and submit for review and approval, Project Quality Plan / Quality Assurance Plan for contracted scope / job. The BIDDER'S Quality Plan shall address all of the applicable elements of ISO 9001, identify responsible parties within BIDDER'S organization, for the implementation / control of each area, reference the applicable procedures used to control / assure each area, and verify the documents produced for each area. The Project Quality Plan shall necessarily define control or make reference to the relevant procedures, for design and engineering, purchase, documentation, record control, bid evaluation, inspection, production/manufacturing, preservation, packaging and storage,

quality control at construction site, pre-commissioning, commissioning and handing over (as applicable) in line with contract requirement and scope of work.

6.0 AUDITS

BIDDER shall plan and carry out the QMS audit for the job. Quality audit programme shall cover design, procurement, construction management and commissioning as applicable including activities carried out by sub-vendors and sub-contractors. This shall be additional to the certification body surveillance audits carried out under BIDDER'S own ISO 9001 certification scheme.

The audit programmes and audit reports shall be submitted to EIL / Owner as per specified documentation requirements. EIL or Owner's representative reserves the right to attend, as a witness, any audit conducted during the execution of the WORKS.

In addition to above EIL, Owner and third party appointed by EIL/Owner may also perform Quality and Technical compliance audits. BIDDER shall provide assistance and access to their systems and sub-contractor / vendor systems as required for this purpose. Any deficiencies noted shall be immediately rectified by BIDDER.

7.0 DOCUMENTATION REQUIREMENTS

BIDDER shall submit following QMS documents immediately after award of work (Within one week) for record / review by EIL / Owner.

- Organization chart (for complete organization structure and for the project)
- Project Quality Plan/Quality Assurance Plan
- Job specific Inspection Test Plans
- Job Procedures
- Inspection/Test Formats

In addition to above QMS documents, following documentation shall be maintained by the BIDDER for submission to EIL / Owner on demand at any point of time during execution of the project.

- Quality Manual
- CVs of the personnel in BIDDER'S QA Organogram
- Certificate of approval for compliance to ISO: 9001 standard
- Procedure for Control of Non-conforming Product
- Procedure for Control of Documents
- Sample audit report of the QMS internal and external audits conducted during last one year
- Customer satisfaction reports from at least 2 customers, during the last one year
- Project audit report
- Corrective action report on the project audits
- Technical audit reports for the project

Documents as specified above are minimum requirements. BIDDER shall submit any other document/data required for completion of the job as per EIL/Owner instructions.

CONCESSION/DEVIATION PERMIT

(USE ONLY THIS PAGE FOR COMMUNICATION WITH VENDOR/CONTRACTOR)

TO BE FILLED BY ORIGINATOR	Project _____		Originator Ref. _____	
	Job No. _____		Order/Contract No. _____	
	Equipment Title _____		Item No. _____	
	Originator: Vendor/Contractor _____			
	Caution : Originator to note that any delay in processing of concession/deviation permit shall be to originator's account and shall not be used as a reason for extension in delivery			
	Requirement as per specification		Description of Concession/Deviation sought	
	Why the Concession/Deviation is required? Supporting evidence/calculations enclosed/not enclosed			
Contractual implications if Concession/Deviation is granted:				
* Time impact		More/Less/No change		
* Cost impact		More/Less/No change		
* Performance Warranty/Guarantee		Affected/Not affected		
Under present constraints requested Concession/deviation is most optimum for the project and does not involve any hazard, and shall meet the stipulated performance requirements.				
Date: _____				
Signature Vendor /Contractor (with seal)				

Decision on Concession/Deviation including decision, on time and cost implications

(To be filled by the Inspection engineer [at RPO/HO] or RCM, responsible for conveying the decision to the originator, after resolution)

Date: _____

Signature _____

Location : _____

Name _____

Opinion from EIL site supervisor/inspection engineer
(Specify whether post-facto approval required for regularization)

Date : _____

Name : _____
RPO/Site Name _____

Original forward to : _____
(Target division/department/group)

Copy to : _____
(Project Manager)

Date : _____

Name : _____

Disposal by target division/department

Whether any vendor/contractor made 'Technically not Acceptable' during bid evaluation, on the aspect of which this concession/deviation is sought-----YES/NO

Date : _____

Name : _____

Final decision of Project Manager along with overall review
(Client's decision required/not required)

Date : _____

Name : _____

Client's decision, if required

Date : _____

Signature : _____
Name : _____

ठेकेदारों से प्रलेखन
अपेक्षाओं हेतु विनिर्देश

SPECIFICATION FOR DOCUMENTATION REQUIREMENTS FROM CONTRACTORS

0	04.06.09	Issued as Standard Specification	QMS Standards Committee	QMS Standards Committee	SCT	ND
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

HOD	-	Head of Division / Department
QMS	-	Quality Management System
MOU	-	Memorandum of Understanding
EDMS	-	Electronic Document Management System
FOA	-	Fax of Acceptance
LOA	-	Letter of Acceptance
ITP	-	Inspection and Test Plan
URL	-	Universal Resource Locator

QMS Standards Committee

Convenor: Mr. S.C. Tyagi

Members: Mr. Chandra Kant (Insp.)
Mr. R.K. Trivedi (Engg.)
Mr. R.K. Sabharwal (C&P)
Mr. M.P. Jain (Projects)
Mr. Ravindra Kumar (Const.)
Mr. Mukesh Meena (CQA)

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Attachments

Format for Drawing/Documentation Transmittal	:	Format No. 3-78-0001
Format for Drawing/Documentation Schedule	:	Format No. 3-78-0002
Format for Comments Resolution sheet	:	Format No. 3-78-0003
Format for completeness of Final Documentation	:	Format No. 3-78-0004

1.0 SCOPE

This specification establishes the Documentation Requirements from Contractors

All documents/data against the Tender / Contract shall be developed and submitted to EIL/Owner by the contractor for review / records, in line with this specification.

2.0 DEFINITIONS

2.1 Contractor

For the purpose of this specification, the word "CONTRACTOR" means the person(s), firm, company or organization who is under the process of being contracted by EIL / Owner for delivery of some products and services. The word is considered synonymous to bidder, supplier or vendor.

2.2 Owner

Owner means the owner of the project for which services / products are being purchased and includes their representatives, successors and assignees.

3.0 REFERENCE DOCUMENTS

6-78-0001 Specification for Quality Management System Requirements from Bidders

4.0 DOCUMENTATION REQUIREMENTS

4.1 Documents/Data to be Submitted by the Contractor

4.1.1 The contractor shall submit the documents and data against the Tender/Contract as per the list specified in respective Tender/Contract.

4.1.2 Review of the contractor drawings by EIL would be only to review the compatibility with basic designs and concepts and in no way absolve the contractor of his responsibility/contractual obligation to comply with Tender/Contract requirements, applicable codes, specifications and statutory rules/regulations. Any error/deficiency noticed during any stage of manufacturing/execution/installation shall be promptly corrected by the contractor without any extra cost or time, whether or not comments on the same were received from EIL during the drawing review stage.

4.1.3 Unless otherwise specified, submission of documents for Review/Records shall commence as follows from the date of Fax of Intent /Letter of Intent:

QMS - 1 week
Drawing/Document Index - 2 weeks
Other Documents/Drawings - As per approved Drawing/Document Index/Schedule

4.1.4 Documents as specified in Tender/Contract are minimum requirements. Contractor shall submit any other document/data required for completion of the job as per EIL/Owner instructions.

4.2 Style and Formatting

- 4.2.1 All Documents shall be in ENGLISH language and in M.K.S System of units.
- 4.2.2 A blank space measuring 75 mm (W) x 38 mm (H) shall be provided on the body of all contractor drawings for marking of review codes by EIL.
- 4.2.3 Before forwarding the drawings and documents, contractor shall ensure that the following information are properly entered in each drawing:

Tender Number
Name of Equipment / Package
Equipment / Package Tag No.
Name of Project
Owner
Main Contractor (if work is sub-contracted)
Drawing / Document Title
Drawing / Document No.
Drawing / Document Revision No. and Date
Transmittal Number
EIL Vendor Print No.
(In case of second & subsequent Revisions)

Note: EIL "Vendor Print Number" is to be picked up from the EIL Review Code Stamp affixed on the previous revision.

4.3 Review and Approval of Documents by Contractor

- 4.3.1 The Drawing/Documents shall be reviewed, checked, approved and duly signed/stamped by contractor before submission. Revision number shall be changed during submission of the revised contractor documents and all revisions shall be highlighted by clouds. Whenever the contractor require any sub- contractor drawings to be reviewed by EIL, the same shall be submitted by the contractor after duly reviewed, approved and stamped by the contractor. Direct submission of sub- contractor's drawings without contractor's approval shall not be entertained.

4.4 Document Category

4.4.1 Review Category

Following review codes shall be used for review of contractor Drawings/Documents:

Review Code 1	-	No comments.
Review Code 2	-	Proceed with manufacture/fabrication as per commented document. Revised document required
Review Code 3	-	Document does not conform to basic requirements as marked. Resubmit for review
R	-	Retained for Records.
V	-	Void

4.4.2 Records Category

Documents under this category are meant for EIL records. These documents would not be returned to contractor. However, comments, if any, will be communicated to contractor.

4.5 Methodology for Submission of Documents to EIL/Owner

4.5.1 Submission of Soft Copy of Drawings/Documents

Soft copy of drawings/documents and data shall be uploaded on the EIL EDMS Portal. The detail guidelines for uploading documents on EIL EDMS Portal are available on following URL

<http://edocx.eil.co.in/vportal>

4.5.2 Submission of Hard Copy of Drawings/Documents

Required number of hard copies of drawings/documents shall be submitted as per Tender/Contract along with drawing/document transmittal, Format for Drawing/Document Transmittal (Format No. 3-78-0001) is attached with this specification.

4.5.3 Designated Authority for Submission of Drawings/Documents

Drawings/Documents shall be submitted to the designated authority of EIL/Owner as per Tender/Contract or as communicated to the contractor during kick off meeting or subsequent correspondences.

4.5.4 Drawing/Document Schedule

Contractor shall submit total index of drawings/documents required for review/records based on Tender/Contract along with schedule date of submission of each drawing/document. The drawing schedule shall be submitted in Format No. 3-78-0002 for approval of EIL/Owner. The drawing schedule shall be specific with regard to drawing/document no., the exact title and size of the drawing/document. For submission of drawing schedule, the contractor shall proceed based on Tender/Contract and subsequent correspondence. With each submission of drawings/documents, contractor shall submit updated index with schedule v/s actual submission dates, status of drawings, revision no., date, of approval etc. Any submission without index shall not be entertained for review. It shall be ensured that proper sequencing of the drawings/documents to be submitted is maintained in the drawing schedule.

4.5.5 Schedule and Progress Reporting

Contractor shall submit monthly progress report and updated procurement, engineering and manufacturing status (schedule vs. actual) every month. First report shall be submitted within 2 weeks from FOA/LOA. In case of exigencies, EIL/Owner can ask for report submission as required on weekly/fortnightly/adhoc basis depending upon supply status and contractor shall furnish such reports promptly without any price implication. Format for progress report shall be submitted by the contractor during kick off meeting or within one week of receiving FOA/LOA, whichever is earlier.

4.5.6 Quality Assurance Plan/Inspection and Test Plan

Inspection and test plans attached if any, to the tender are generic and indicative only. Immediately after receipt of the order, contractor shall submit within one week of receiving FOA/LOA, job specific ITPs based on the indicative ITPs. Further, contractor shall also submit Quality Assurance Plan for project activities in the scope of contract, starting from manufacturing to handing over/ commissioning, these plans shall cover/identify the activities, relevant procedure, if any, code of conformance, resources for performance and checking/monitoring, approval requirements and authority, records to be generated and audit scope by EIL/Owner.

4.5.7 Inspection Release Note (IRN)

Contractor shall ensure that all documents viz. documents reviewed, manufacture's test certificate etc., mentioned in Inspection Release Note (IRN), issued by EIL/third party against the materials supplied by contractor, are sent to EIL along with the IRN.

IRN shall be issued by EIL Inspector/ third party inspection agency only after all the drawings/documents as per contractor's index of drawings/documents are submitted and are accepted under review code-1. Material/Equipments dispatch from contractor's/sub vender's works shall not commence till above condition is met.

Note: Non fulfilling above requirement shall result into appropriate penalty or with- holding of payment as per conditions of Tender/Contract.

4.5.8 Statutory Approvals

Wherever approval by any statutory body is required to be taken by contractor, the contractor shall submit copy of approval by the authority to EIL.

4.5.9 Comments Resolution Sheets

While re-submitting drawings/documents the contractor shall confirm whether all comments have been incorporated, through a comments resolution sheet (As per attached format No. 3-78-0004). If any comments are not incorporated or excluded, then reason or justification for the same shall be furnished in comments resolution sheet

4.5.10 Multi Sheet Documents

Multi sheet documents other than drawings shall be submitted in their entirety in the event of a re-submission, even if only few sheets are revised.

4.6 Final Documentation

4.6.1 As built Drawings

Shop/Site changes made by contractor after approval of drawings under 'Code 1' by EIL and deviations granted in deviation permits, if any, shall be marked in hard copies of drawings which shall then be stamped 'As-built' by the contractor. These 'As-built' drawings shall be reviewed and stamped by EIL Inspector/Site engineer also. Format for completeness of final documents (Format No. 3-78-0005) is attached with this specification. Contractor shall prepare scanned images files of all marked – up 'As – built' drawings. Simultaneously contractor shall incorporate the shop/site changes in the native soft files of the drawings also.

4.6.2 As built Final Documents

As built final documents shall be submitted as listed in Tender/Contract.

4.6.3 Packing/Presentation of Final Documents

Final Documents shall be legible photocopies in A4, A3 size only. Drawings will be inserted in plastic pockets (both sides transparent, sheet thickness minimum 0.1 mm) with an extra strip of 12 mm wide for punching so that drawings are well placed.

Final Documentation shall be bound in hard board plastic folder(s) of size 265 mm x 315 mm (10¹/₂ inch x 12¹/₂ inch) and shall not be more than 75 mm thick. It may be of several volumes

and each volume shall have a volume number, index of volumes and index of contents of that particular volume. Where number of volumes are more, 90mm thickness can be used. Each volume shall have top PVC sheet of minimum 0.15 mm thick duly fixed and pressed on folder cover and will have 2 lever clip. In case of imported items documents, 4 lever clip shall also be accepted. All four corners of folders shall be properly metal clamped. Indexing of contents with page numbering must be incorporated by contractor. Spiral/Spico bound documents shall not be acceptable. As mentioned above, books should be in hard board plastic folders with sheets punched and having 2/4 lever clips arrangement.

Each volume shall contain on cover a title block indicating Tender No., name of project, name of customer, package equipment tag no. & name (if applicable). Each volume will have hard front cover and a reinforced spine to fit thickness of book. These spines will also have the title printed on them. Title shall include also volume number (say 11 of 15) etc.

4.6.4 Submission of Soft copies

Contractor shall submit to EIL, the scanned images files as well as the native files of drawings/documents, along with proper index.

In addition to hard copies, contractor shall submit electronic file (CD-ROM) covering soft copies of all the final drawings and documents, all text documents prepared on computer, scanned images of all important documents (not available as soft files), all relevant catalogues, manuals available as soft files (editable copies of drawings/text documents, while for catalogues/manuals/proprietary information and data PDF files can be furnished).

DRAWING/DOCUMENT TRANSMITTAL SHEET

CONTRACTOR'S VENDOR'S LOGO ETC.

PL. DO NOT CHANGE LOCATION OR EXCEED THIS SPACE

PR/TENDER NO.	:	JOB NO.	:
CONTRACTORS/VENDOR'S NAME	:	PROJECT	:
EIL LOI/PO NO.	:	CLIENT	:
CONTRACTOR'S VENDOR'S LETTER NO.	:	DATE	:

[illegible]

CATEGORY CODES:

R- Drawings which are required to be reviewed by EIL

I – Drawings which are to be submitted for EIL record

Page 1 of 1

PROJECT	CONTRACTOR'S/VENDOR'S NAME, LOGO ETC.
EIL JOB NO.:	
CONTRACTOR'S/VENDOR'S NAME	
EIL LOI/PO NO.	
DATE	
CLIENT	

[illegible]

R – Drawings which are required to be reviewed by EIL.
I – Drawings which are to be submitted for EIL record.

Comment Resolution Sheet

Job. No. _____

Project Title _____

Drawing/Document No. _____

Revision No. _____

[illegible]

COMPLETENESS OF FINAL DOCUMENTATION

Name of Supplier/Contractor :

Customer :

Project :

EIL's Job No. :

Purchase Order No./ :

Contract No. :

Purchase Requisition No./ :

Tender No. :

Rev. No. :

Name of the Work/ Equipment :

Tag. No. :

Supplier's/ Contractor's Works :

Order No. :

Certified that the Engineering Documents/ Manufacturing & Test Certificates submitted by the supplier are complete in accordance with the Supplier Data Requirements of Purchase Requisition.

Signature :

Date :

Name :

Designation :

Department :

Signature :

Date :

Name :

Designation :

Department :

Supplier/Contractor

EIL