

<b>Amendment-V of WI No. CLW/MLAS/EL/WI/Rev.4, for Vendor Development Procedure</b>	<b>Effective Date: 30.06.2025</b>	<b>Page 1</b>
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**INDIAN RAILWAYS**

**CHITTARANJAN LOCOMOTIVE WORKS**

**PROCEDURE FOR VENDOR DEVELOPMENT**

**FOR PURCHASED PRODUCTS**

**USED IN ELECTRIC LOCOMOTIVES**

**WI No. CLW/MLAS/EL/WI/Rev.4  
Effective Date: 07.01.2022**

**(Amendment-V Effective Date: 30.06.2025)**

<b>Prepared by SSE /Vendor Cell</b>	<b>Recommended by CDE</b>	<b>Approved by PCEE</b>

**Amendment History**

Sl. No.	Amendment	Page No.	Version	Reason of amendment
1.	07. 01.2022		-	This supersedes earlier W. I. No. CLW/MLAS/EL/WI/ Rev .3.
2.	12. 05. 2022	8, 57	-	<p>New para added in page 8, under heading "Vendor enlistment procedure for an item" for developmental sources as per CLW's letter no. C-D&amp;D/19 dated 16.03.2022 and BLW's letter no. BLW/D&amp;D/Elect. Loco/VD Pt-3 dated: 31.03.2022.</p> <p>Annexure-I of page 57 modified as per MoM held on 26.04.2022 between CLW and BLW regarding criteria for approval of sources in light of AM Committee report.</p> <p>Clause no. 3.9, 3.9.1, 3.10, 3.10.1, 3.10.2, 3.11, 3.11.1, 3.12, 3.12.1, 3.13, 3.14, 3.14.1, 3.14.2 are renumbered and should be read as clause nos. 4.1, 4.1.1 , 4.2, 4.2.1, 4.2.2, 4.3, 4.3.1, 4.4, 4.4.1, 4.5, 4.6, 4.6.1, 4.6.2 respectively to correct typographical error.</p> <p>Clause nos. 4, 4.1, 4.2, 4.3, 4.4, 4.5, 4.5.1, 4.6, 4.7, 4.8, 4.8.1, 4.9, 4.10, 4.11, 4.11.1, 4.11.2, 4.11.3, 4.11.4, 4.11.5, 4.11.5.1, 4.11.5.2, 4.11.6, 4.11.6.1, 4.11.6.2 are renumbered and should be read as clause nos. 5, 5.1, 5.2, 5.3, 5.4, 5.5, 5.5.1, 5.6, 5.7, 5. 8, 5.8.1, 5.9, 5.10, 5.11, 5.11.1 , 5.11.2, 5.11.3, 5.11.4, 5.11.5, 5.11.5.1, 5.11.5.2, 5.11.6, 5.11.6.1, 5.11.6.2 respectively to correct typographical error.</p>
3.	13. 05. 2022		-	<p>New clause no. 3.4.1, new para at clause no. 5.11 added; clause nos. 4.6, 5.3, 5.5 modified; clause nos. 6 and paras 7.1 to 7.4, 7.7.2, 7.7.3, 7.7.4, 7.8 of clause 7 revised duly following (i) Railway Board letter no. 2021/RS(G)/779/7 dated: 18.01.2022 regarding vendor approval process-ensuring transparency and competition and (ii) uniformity of vendor approval process across all vendor approving agencies vide Railway Board letter no. 2021/RS(G)/779/7 dated: 08.02.2022; as per CLW's letter no. C-D&amp;D/13 dated: 02.05.2022, BLW's letter no. BLW/D&amp;D/Elect. Loco/VD/Pt-4</p>
<b>Prepared by SSE /Vendor Cell</b>			<b>Recommended by CDE</b>	<b>Approved by PCEE</b>

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				dated: 13.05.2022.
4.	07.11.2023	20	-	Clause No.7.5.4 has been modified as per CLW's letter No. C-D&D/27/Part-I dated: 25.09.2023 and BLW's letter No. BLW/D&D/Elect. Loco/VD/Pt-5 dated: 26.10.2023.
5.	25.11.2024	8	-	Para for "Vendor enlistment procedure for an item" has been modified as per Railway Board's letter no. 2021/RS(G)/779/7 dated: 06.09.2024 and BLW's letter No. BLW/D&D/Elect. Loco/VD/Pt-6 dated: 12.11.2024.
6.	--.06.2025	5 of 60	-	<b>(A)</b> Following Paras have been updated with latest version of ISO and NABCB accredited ISO 9001: (a) Para 3.10 & 3.10.1 of Amendment-Nil (renumbered as 4.2 & 4.2.1 respectively of Amendment-I). (b) Para 5.11(1C), 6.2.1(e), 6.2.3 (a) & 6.3 (ii) of amendment II
		4, 8 & 10 of 17		<b>(B)</b> Timeline for QAP approval: <b>NEW</b> Para 4.11.2 (a) of Amendment-Nil
		8 of 60		<b>(C)</b> Timeline for submission of prototype unit: <b>NEW</b> Para 4.11.3 (a) of Amendment-Nil
		8 of 60		<b>(D)</b> Issue of final IC: Para 4.11.6.1 (ii) of Amendment-Nil
		9 of 60		<b>(E)</b> Items being procured on eligibility criteria: Para 5.11.6.4 of Amendment-Nil
		9 of 60		<b>(F)</b> Vendor Approval Procedure: Para 5.3 & 5.5 of amendment-II
		4 of 17		<b>(G)</b> Paras 5.11.7.1, 5.11.7.2 & 5.11.7.3 of Amendment-Nil deleted.
		10 & 11 of 60		<b>(H)</b> Field Performance Report for Enlistment: Para 5.11.9.2 of Amendment-Nil
		12 of 60		<b>(I)</b> Clubbed items: Para 5.11.11 of Amendment-Nil
		12 & 13 of 60		<b>(J)</b> Uploading of Modified Drawing/Specification on CLW Website: Para 5.16 of Amendment-Nil
		13 of 60		<b>(K)</b> Temporary Delisting For Non-Participation in IR Tenders: Para 6.2.1 (I) of Amendment-II
		8 of 17		<b>(L)</b> Provision of Appeal: Para 6.7.1 of Amendment-II
		9 of 17		

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SN	Activity	Description
1.	ISO certification	<p><b>4.2</b> Availability of valid Quality Management System (QMS) as per NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate is mandatory for enlistment of all new vendors in the VD, except under special circumstances where waiver is granted in accordance with procedure specified at Para 4.2.1&amp; 4.2.2. Vendor's QMS as per NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate would be considered only if the scope of certification includes manufacturing of the item under consideration/ similar product(s)/relevant type of manufacturing e.g. steel forging, steel casting, heavy fabrication, heavy sheet metal fabrication, precision machining, electrical rotating machines etc, as the case may be.</p> <p><b>4.2.1</b> Vendor status of the existing vendors whose QMS are not certified to NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate but approved in the vendor directory, may be reviewed and delisted from VD and they are advised to obtain the same. Their vendor status may be restored as approved, once they submit proof of having obtained valid NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate to Design HOD.</p> <p><b>5.11(1C)</b> Vendor should possess valid NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate for manufacture of same/similar item at his works address. This is a mandatory requirement for all vendors.</p> <p><b>6.2.1(e)</b> Expiry of NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate.</p> <p><b>6.2.3 (a)</b> In case of temporary delisting of vendor only on account of not acquiring NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate, the firm's status can be restored immediately after acquiring ISO-9001 within one year and beyond one year, quality audit shall be additionally carried out.</p> <p><b>6.3 (ii)</b> Withdrawal of NABCB* accredited ISO 9001 or 16949:2016 or ISO 22163:2023 or any equivalent QMS certificate of the firm by certifying agency.</p> <p><b>*Note: All New and existing vendors to get NABCB accredited ISO within one year from the date of this amendment.</b></p>

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2.	Timeline for QAP approval	<b>4.11.2 (a)</b> Vendor shall submit QAP for approval at the time of submission of application for CCA at UVAM portal. Approval/observation on QAP shall be communicated to vendor online through 1 <sup>st</sup> scrutiny advice for compliances within 30 days (if required, through 2 <sup>nd</sup> deficiency advice for compliance within 15 days). Once observation is complied by firm, approval shall be given online on UVAM. CCA approval letter along with approved QAP to be given to firm through UVAM after approval of CCA report.
3.	Timeline for submission of prototype unit	<p><b>4.11.3(a)</b> Timeline generally for submission of prototype unit by firm: Firm shall supply prototype unit after QAP &amp; CCA approval within following time lines:</p> <ul style="list-style-type: none"> <li>➤ All minor items- within 6 months.</li> <li>➤ All medium items- within 1 year</li> <li>➤ All major item- within 2 years</li> </ul> <p>This includes prototype inspection, submission of all tests (internal &amp; external if required) and supply.</p> <p><b>Note:</b> Extension up to 06 months may be given (in all categories) with the approval of PCEE based on merit of case.</p> <p>If firm fails to offer prototype unit in specified time period then their registration certificate may be withdrawn.</p>
4.	Issue of final IC	<p><b>4.11.6.1 (ii)</b> In case field trial is not shown in the specification -</p> <ul style="list-style-type: none"> <li>a) Only fitment for minor and medium items.</li> <li>b) 06 months from loco dispatch date for all major items except complete shell assembly.</li> <li>(c) 03 months from loco dispatch date for complete shell assembly for locos.</li> </ul>
5.	Items being procured on eligibility criteria	<b>5.11.6.4</b> Some items are being procured on eligibility criteria and not appearing in CLW-VD, hence their category (Major/medium/Minor) is not defined. Category of these items is to be decided with approval of CLW design HOD. Suppliers found eligible for bulk order as per eligibility criteria but supplying item first time, their prototype is also to be done as per purchase order condition. Such firms should submit vendor application form if the same is not available with the respective PU along with requisite fee. However, for suppliers found suitable for developmental order for items procured on eligibility criteria, their prototype will be dealt as per procedure indicated above.
6.	Vendor Approval Procedure	<p><b>5.3</b> Firms, who wish to apply for vendor registration, should carefully study “Instruction to Vendors” uploaded on UVAM portal of IREPS website. Based on the submitted documents online on UVAM portal, scrutiny will be done by the nominated official in quality cell. If any clarification is required, it must be communicated online to the firm by the nominated official through UVAM portal. 30 days will be given to the firm to submit compliance online against 1<sup>st</sup> scrutiny report. If further clarification is required in 1<sup>st</sup> compliance, then another 15 days will be given for compliance against 2<sup>nd</sup> advice.</p> <p><b>5.5</b> If the firm fails to comply the deficiencies within timeline (as per Para 5.3),</p>

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		his application will be rejected altogether and the decision communicated to the firm in writing by nominated official without delay through UVAM, intimating the deficiencies therein.
7.	Field Performance Report for Enlistment	<p><b>5.11.9.2</b> The equipment failure logged in online warranty portal, as well as the field performance report* from concern zonal railways shall be considered as field performance report of the vendors for the purpose of prototype approval and vendor enlistment.</p> <p>*(As items get activated in warranty portal only after issue of Proto Unit Final IC). Dy. HOD of design wing CLW/BLW, to send copies of Provisional IC and Final IC to concerned Store Dy. HOD for inclusion of the vendor name for that item in the Data-Base of online warranty failure portal.</p> <p>Such inclusion/mapping of vendor in the data base of online warranty failure portal shall not be construed as approval/enlistment of the vendor for that item. The prototype clearance and approval for enlistment of such vendors shall be processed based on the failure data recorded in the online warranty portal and the field performance report from concern zonal railways for the respective items.</p>
8.	Clubbed items	<p><b>5.11.11</b> Certain items which are similar in application and design and require the same process, skills and infrastructure have been clubbed together in the vendor directory. In case of clubbed items, the proven credentials of a firm against any item of group would be considered eligible for similar items across the same group of clubbed items. The firm, who fulfils eligibility for enlistment for any item of the group, shall be enlisted for all the clubbed items of the group.</p> <p>If a vendor is approved for any item in a subgroup having common vendor base and has to supply another item from the same sub group for the first time, only QAP &amp; prototype approval for that item would be required i.e. CCA would not be required.</p>
9.	Uploading of Modified Drawing/ Specification on CLW Website	<p><b>5.16</b> The draft specification/drawing incorporating proposed changes as above shall be uploaded at CLW website with intimation to PUs, RDSO &amp; approved and developmental sources. Time-frame of 15 days will be given for submitting comments. After 15 days, comments received, if any, are to be scrutinized. In case there is any modification in draft specification/drawing after scrutiny of comments, the modified draft specification/drawing shall be uploaded in CLW website for another 10 days. Approval of HOD of design will be taken for implementing the finalized changes in specification/drawing of CLW.</p>
10.	Temporary Delisting For Non-Participation in IR Tenders	<p><b>6.2.1(I)</b> Non-participation in Tenders floated by Production Unit/Railways for last 3 consecutive years.</p>
11.	Provision of Appeal	<p><b>6.7.1</b> Provision of Appeal (against imposition of penalty of Temporary Delisting/Delisting/ outright Delisting of Vendor by CLW).</p> <p>The appeal can be made only once in case of Temporary Delisting/ Delisting/ Outright delisting within 30 days of issue of letter for Temporary delisting/</p>

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		Delisting/ Outright delisting. Whenever the vendor is not satisfied the action taken, he may appeal to GM who, after seeing the merit of the case, may decide or dispose-off or refer the case to the committee consisting of three PHODs. The committee gives their observation and recommendation. The committee will verify that the case has been dealt with as per the procedure or otherwise. The same will be put up to GM for disposal of the appeal.
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