
 QUALITY ASSURANCE DIVISION	TITLE : FORMAT FOR INSPECTION CALL	ISO 9001 : 2008 ISO/IEC 17020:2012 ISSUE NO. 05  APPROVED DIVISIONAL HEAD
FORMAT NO: F/7.5/1/1 PAGE REV. NO. NIL	Page 1 of 2	EFFECTIVE DATE: 26.08.2015

FORMAT NO: F/7.5/1/1
Issue No. 05

INSPECTION CALL

From:

Ref: No _____

Date: _____

Pl. do not write inside this block

(For RITES Use)		
Firm contacted For inspection on	Person contacted	Remarks

To,

Gr. General Manager/ General Manager (Inspection)

RITES _____ Region


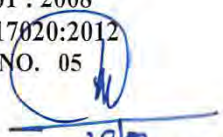
RITES Case No. _____

Dear Sir,

Please arrange to inspect following goods lying ready with us. It is certified that the stores offered have been inspected by us and found to conform to the governing specifications.

1. Purchase Order No. and Dt. : _____
2. Purchaser : _____
3. Consignee : _____
4. Manufacturer's Name : _____
5. Place of Inspection with address : _____

6. Person to be contacted and Ph. No. : _____

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7. Description of Stores : -----

8. State whether the item is on RDSO : -----
Vendor Directory -----
9. If yes, whether the vendor is RDSO
Approved. Indicate validity of approval: -----
10. Quantity on order : -----
11. Quantity Now Offered : -----
12. Installment Number : -----
13. Quantity already inspected and passed : -----
14. Delivery, period as per P.O. / amend. : -----
- a. Does PO specified staggered DP : Yes/ No
- b. If yes, details of lot size and staggered DP:
1. Lot size _____ DP _____
2. Lot size _____ DP _____
3. Lot size _____ DP _____
15. Bill paying authority : -----
16. Inspection fee payment details : -----
(where advance inspection fee is to be paid) : -----

I hereby declare that all details given by me above are correct to the best of my knowledge and in case any information is found to be incorrect I understand that call is liable to be cancelled with full Call Cancellation charges by RITES. I agree

Thanking you.

Yours faithfully,

Name
Designation
Authorised Signatory
For

NB: (inspection calls received in RITES Office after 15.00 Hrs. shall be treated as received on next working day.)