

**List of documents to be submitted by firm to RITES for scrutiny**

1. Article of association of the firm as per factory act.
2. Factory License
3. Machine and Plants list with capacity, make and year of installation, (along with affidavit) as per *Annexure-III (A)*
4. Electricity Bill (last three months)
5. List of In-house testing facility/measuring instruments indicating brand/make model no., calibration status as per *Annexure-III (A)*.
6. List of main products
7. Valid ISO certificate pertaining to the subject item/material
8. Date of commencement of production on letterhead
9. Manpower list with qualification
10. Calibration certificate of testing equipment/measuring instruments.
11. List of MOU as per STR
12. Testing certificate of Raw Material
13. Video of firm infrastructure starting with address on main entrance gate and labeled photographs & videos of M&P
14. Labeled photographs of testing equipments/measuring instruments
15. Other documents as per STR
16. Declaration on letter head along with affidavit (**format mentioned below**)

FORMAT FOR DECLARATION

Date

To whom it may concern

It is certified that all the documents, credentials and test certificate submitted by M/s \_\_\_\_\_ having address \_\_\_\_\_ are solemnly true. If any discrepancy is found, M/s \_\_\_\_\_ will be deregistered and the competent authority is lawful to take necessary action as per railway Code.

Signature & seal of  
Owner/Proprietor/Partner

\*\* All documents must be signed by the owner of the company or his authorized representative.