

LETTER NO

DATED

INSPECTION CALL

SE(QA/QC)
PTCUL, Vidyut Bhawan, Majra,
Dehradun.

Dear Sir,

SUB –Regarding inspection call of material as mentioned below.

S. No	Item	Detail
1.	Name of project	
2.	Agreement no.	
3.	Name of Turnkey Contractor	
4.	Name of Manufacturer & Readiness Certificate	
5.	Detail of Material offered for inspection (attach separate sheet as per format annexed)	
6.	Recommendation of Engineer in-charge regarding Inspection of Material (letter copy attached).	
7.	Place of inspection with full postal address	
8.	Name of contact person	
9.	Mobile no. of contact person	
10.	E mail ID of contact person	
11.	Weekly off	
12.	List of Consignee (with breakup of material)	

You are requested to depute your representative for the inspection of material (Sr. no. 5) at the address (Sr. no. 7).

Undersigned hereby certify that

- 1) Full offered material is ready in final finished shape for the inspection (Readiness certificate from manufacturer enclosed).
- 2) The material offered for inspection shall be utilized/erected at site within three months of receipt of material at site.
- 3) All the instruments at manufacturer are calibrated from a recognized laboratory and holding valid calibration certificate (calibration certificate with calibration summary is available). The laboratory is suitably equipped with all instruments necessary for conducting the required tests.
- 4) All routine tests for the offered material/equipments have been conducted and witnessed by manufacturer & contractor.
- 5) Following documents in original will be available at the place of inspection during inspection.

Sr. No	Name of document	Document approved vide letter no	Available /not available/ (write whichever is applicable)
1.	Technical specification of agreement with PTCUL	Approval not required	
2.	Approved Drawing		
3.	Approved GTP letter (copy enclosed)		
4.	Approved MQP letter (copy enclosed)		
5.	Relevant IS (with latest amendments) as mentioned in Technical specification	Approval not required	
6.	Relevant IEC (with latest amendments) as mentioned in Technical specification	Approval not required	
7.	Approved BOM		
8.	Routine test certificates	Shall be made available at the time of final Inspection.	

Place

Authorized Signatory

Dated

Signature

Designation