



**Ernakulam District Panchayat**  
Kakkanad, Ernakulam – 682030  
8281040057, 0484-2422520  
Email. : [dpeklm@gmail.com](mailto:dpeklm@gmail.com)

**Notice Inviting Quotation for ISO 9001:2015 Certification**

Subject : Invite quotations from NABCB accredited ISO Certification bodies for certification of OMS as per ISO 9001:2015 standard for the Office of Ernakulam District Panchayat

The Secretary Ernakulam District Panchayat invites sealed quotations from ISO certification bodies duly approved by quality Council of India with NABCB accreditation, for providing the ISO certification for quality management system as per ISO 9001:2015 for Ernakulam District Panchayat office with 34 employees.

Activities involved : It is proposed to have services of an NABCB accredited ISO certification Body for ISO certification of QMS as per ISO 9001:2015 for this office. The works includes the following activities.

- 1) conduct the certification Audit & issue ISO 9001:2015 certificate to this panchayat
  - A) STAGE – 1 Audit
  - B) STAGE – 2 Audit
- 2) Surveillance Audits (for second & third years)
  - A) Surveillance Audit – 1 (12<sup>th</sup> month)
  - B) Surveillance Audits – 2( 24<sup>th</sup> month)

Language of audit should be compulsory in MALAYALAM

Time schedule for receipt of ISO 9001:2015 certificate is 45 days from the date of execution of contract. Total contract period is 3 years.

Payment towards the process shall be released only after receipt of the certificate.

Cost of 3 yearly surveillances should be quoted separately since payment shall be made after receipt of continuation letters from the agency concerned.

Sealed quotation should be in lump sum basic price (inclusive of all duties / taxes) Quotation should be inclusive of all kinds of expenditure towards all fees, conveyance cost, accommodation, stationery, taxes, printing and any other related expenses (ALL INCLUSIVE)

No advance payment shall be applicable.

Project cost Rs.50,000

Agencies should submit complete company profile along with PAN No. company registration certificates / licenses, service tax n. work experience certificates and NABCB Accreditation certificate. Agencies may give other relevant information.

The quotation/tender complete in all respect in a sealed cover and superscribed as "Quotation for ISO 9001:2015 Certification which should be submitted on or before the last date 16-01-2018 upto 24-01-2018 in the Ernakulam District Panchayat office Kakkanaad.

The sealed quotation will be opened on the same day i.e. at the office of Ernakulam District Panchayat at 3.00 PM in the presence of bidders or their representatives who wish to be present. In case 24/01/2018 declared a holiday, the quotation will be opened on the next working day at the said time and venue.

The successful bidder shall be required to sign the contract agreement with the competent authority on a non-judicial stamp paper of Rs.200/- (Rupees two hundred only) immediately after award of contract.

Quotation received after due date & time shall not be entertained.

Ernakulam District Panchayat reserves the right to reject / accept the quotations at their own direction.



Secretary

**QUOTATION FOR ISO 9001:2015 CERTIFICATION  
TECHNICAL BID**

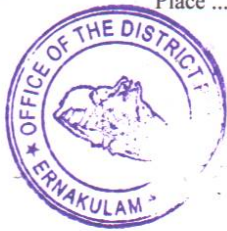
- |   |  |
|---|--|
| 1. Period of Contract   | Maximum 45 days w.e.f.the date of contract |
| 2. Last date and time for the submission of Quotation   | 24/01/2018 (.01pm)                         |
| 3. Date and Time for the opening of Tender  | 24/01/2018(4.00PM)                         |
| 4. Name of the certification Body<br>(Please attach copy of any registrations)                  |  |
| 5. Permanent Account No./Service Tax No. (Pl.attach copy)                                       |  |
| 6. NABCB Accreditation No.<br>(Please attach copy of certificate)                               |  |
| 7. Details about auditors<br>Lead Auditor (Name/Qualification/Experience)                       |  |
| 8. Organization's experience in Years   |  |
| Total no.of certification given<br>(Copies of the performance reports/agreement to be enclosed) |  |

It is certified that the particulars given above are true to the best of my knowledge/belief and I/we have read terms / conditions for the purpose and have also understood the same and do hereby undertake to abide by the same without any reservations on any ground whatsoever. In case of any breach of the said conditions I / We shall be responsible for the consequences of the same.

Name & Signature of Authorized  
Signatory with seal.

Date .....

Place .....



**QUOTATION FOR ISO 9001:2015 CERTIFICATION  
'FINANCIAL BID'**

1. Rates quoted for initial certification  
(upto getting ISO 9001 certification)  
ALL INCLUSIVE
  
2. Rate quoted, for first year surveillance Audit :  
ALL INCLUSIVE
  
3. Rate quoted for second year surveillance Audit  
ALL INCLUSIVE

---

TOTAL for 3 year period  
ALL INCLUSIVE

Rupees ..... only)

---

Mode of payment

**UNDERTAKING**

I/We undertake to abide by all statutory liabilities framed by Government



Name & Signature of Authorized  
Signatory with seal.