

NATIONAL SCHEDULED CASTES FINANCE AND DEVELOPMENT CORPORATION
DELHI

No.: NSFDC/ISO/9001:2015

Dated: 28.11.2022

NOTICE INVITING QUOTATION
(For Renewal of Quality Management System Certification
IS/ISO 9001:2015)

1. INTRODUCTION:

National Scheduled Castes Finance and Development Corporation (NSFDC) is a Central Public Sector Undertaking (CPSE) under Ministry of Social Justice & Empowerment (MOSJ&E), NSFDC is a Section 8 Company under the Companies Act, 2013 [Earlier, Section 25 of the Companies Act, 1956]. The broad objective of NSFDC is financing, facilitating and mobilizing funds for the socio-economic development of persons belonging to the Scheduled Caste communities having annual family income up to Rs.3.00 lakh.

Since 2007, NSFDC has been an ISO Certified Company. Initially, IS/ISO 9001:2000 Certification was issued by the Bureau of Indian Standard (BIS), New Delhi. After successful completion of all the requirements of Quality Management System, the IS/ISO Certification was upgraded to IS/ISO 9001:2015 by the BIS. The BIS has been conducting Surveillance Audit/Renewal Audit as per the need and requirement. The present IS/ISO 9001:2015 Quality Management System Certification License of NSFDC is valid up to 29.11.2022. In order to maintain certification status, it has to be renewed by an accredited IAF MLA signatory Certification Body.

2. SCOPE WORK:

- a) Carrying out re-certification audit as per requirements of ISO 9001:2015 to check compliance and award certificate.
- b) Conducting an independent assessment to ensure that the system has been effectively implemented.
- c) Certificate awarded shall be verifiable at iafcertsearch.org portal
- d) Work/ Re-certification audit of IS/ISO 9001:2015 standard will have to be completed within 20 days from the date of award of assignment.

3. ELIGIBILITY CRITERIA:

- (i) The Agency should be a registered legal entity with at least 5 years standing and 5 years of accreditation **(Please attached copies of incorporation/registration, accreditation certificate and scope of accreditation)**.

- (ii) The Agency should have completed at least five years of operation in the specified field and carried out ISO 9001 related assignment of at least three Government Agencies/Central Public Sector Enterprises (**Please attach the list of credentials and clientele along with their work orders.**)
- (iii) The Agency should be registered with the Department of GST/other Statutory Bodies, as applicable. The Agency should submit income tax deduction exemption letter, if any (**Please attach documentary proof along with PAN, TAN, GST Numbers.**)
- (iv) The Agency should not have been blacklisted by any Department of Government of India or State Government (**Please attach a declaration/undertaking duly signed.**)
- (v) The agency should be corporate member of Quality Council of India (QCI) from at least last three years (Please attach document).
- (vi) Self-attested copies of all relevant documents/certificates.

4. **TERMS AND CONDITIONS:**

- (i) The statutory tax/service charge, wherever applicable, shall be paid by NSFDC at applicable rates in addition to the assignment cost.
- (ii) A penalty @ 2% per week on the total assignment cost shall be levied in case the completion of assignment is delayed beyond the stipulated date.
- (iii) The successful bidding Agency shall not transfer the job to any other agency in any manner.
- (iv) The NSFDC reserves the right to cancel the quotation(s) at the end of NSFDC.
- (v) In case of delayed and unsatisfactory service, NSFDC reserves the right to cancel the work order at any time and any amount released to the agency shall be refunded to NSFDC.
- (vi) NSFDC shall not be responsible either for non-receipt of the quotation or its receipt after the stipulated date and time due to any reasons what so ever.
- (vii) When deemed necessary. NSFDC may seek clarifications on any aspect from the Agencies.
- (viii) In case of any dispute, the decision of Chairman-cum-Managing Director of NSFDC shall be final and binding.
- (ix) The Delhi Courts shall have the sole and exclusive jurisdiction to decide the issue of any dispute.

5. **DATE OF SUBMISSION OF QUOTATION:**

Quotations in sealed envelope are invited from the reputed authorized/ certified Bodies for renewal of Quality Management Certification (IS/ISO 9001:2015) from Certification Bodies accredited by IAF MLA Signatory Accreditation Board with at least 5 years of experience in the field of management system auditing and certification. Last date of submission of quotations is **5.12.2022 at 15:00 hrs.** The quotation should be addressed to the General Manager (Admn.) & Management Representative, National Scheduled Castes Finance and Development Corporation, 14th Floor, SCOPE Minar, Core 1 & 2, North Tower, Laxmi Nagar District Centre, Laxmi Nagar, Delhi-110092.

6. TERMS OF PAYMENT:

The NSFDC shall release the cost of assignment to the agency through NEFT/RTGS as per the following pattern:

- (i) 40% payment including GST on acceptance of terms and conditions mentioned in the offer letter, submission of NEFT/RTGS details.
- (ii) 60% payment including GST after successful completion of Recertification Audit by Certification Body and award of ISO 9001:2015 certificate.

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