



Government of Goa
DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
MARGAO GOVERNMENT INDUSTRIAL TRAINING INSTITUTE
BORDA MARGAO GOA
Ph:(0832) 2714887

Website: www.itimargao.goa.gov.in

Email: margao-iti.goa@nic.in

Ref No. :ITI/MRG/STR/F-112/2023-24/1254

Date: 07 /12/2023.

To,

O/c (All the Parties Overleaf)

Sub: Inviting bids for ISO: EOMS:21001: 2018 Consultancy & Certification services reg.

Sir,

We are planning for ISO 21001:2018: EOMS Certification and Management system certifying with NABCB Accreditation for our ITI, and request you to Submit your Quotation for ISO Consultancy Services with following:

Scope: Imparting Industrial Training in Engineering and Non Engineering Trades, as per NCVT/SCVT Norms and details scope of services mentioned in **ANNEXURE-I**

Terms and Conditions

1. The Bids should strictly be on the organization/ firm letter head.
2. Rates should be quoted in figures and words and be valid for a period of six months from the date of opening the Bids.
3. The Institute shall not bear any other cost apart from the rate quoted by the service provider/firm.
4. The successful company /firm should provide the service during the office hours within 10 days of receiving the work order.
5. The Service provider /vendor/ supplier should provide full name and address of the Proprietor / Director/ Partner and the firm/ company/ service provider (as the case may be) on the envelope.
6. The Service provider/vendor/supplier should attach copy of the inquiry letter along with the Bid.
7. The Principal, Margao Govt I.T.I. has the right to accept or reject any or all the Bid without assigning any reason thereof.
8. The Bids should be sent in sealed envelope, by hand delivery or by speed post super scripting "Bid number and subject" so as to reach this office at Margao Govt. ITI, Borda Margao Goa 403702 on or before 13/12/2023 before 11:00AM.

Yours faithfully,

(Ravikiran Pawaskar)

Principal

Copy to

1. Stores copy.

Sub: Inviting Quotation for ISO21001:2018:EOMS: Consultancy Services and ISO 21001:2018:EOMS: Certification

Sr. No	Scope of Services	Total Amount
A	ISO21001:2018:EOMS: Consultancy Services Consultancy Services	
	1. Creating Awareness on above ISO:EOMS:21001:2018.	
	2. Gap Analysis.	
	3. Providing Training on ISO:EOMS:21001:2018. to all your staff	
	4. Providing Training on Internal Audit as per ISO: EOMS:21001:2018.	
	5. Providing Training on Management Review Procedure.	
	5. Preparation of Documents/SOPs required for ISO:EOMS:21001:2018.	
	6. Preparation of Documents /SOPs required for ISO: EOMS:21001:2018	
	7. Designing of Formats required for ISO: EOMS:21001:2018.	
	8. Preparation of Records required for ISO: EOMS: 21001:2018.	
	9. Preparation of Manual required for ISO: EOMS:21001:2018.	
	10. Conducting Internal Audit	
	11. Measurement and Recording of Objectives	
	12. Conducting and recording of MRM	
	13. Follow up with Certification Body to carryout Audit	
	14. Follow up with Certification Body in getting Certificate	
	15. Charges for Surveillance Audit 1 &2	
B	ISO 21001:2018:EOMS: Certification	
	1. Registration Fees	
	2. First Stage Audit/ Assessment	
	3. Second Stage Audit / Assessment or Certification Audit: and issue of certificate	
	4. First and second surveillance Audit / Assessment Fees	
	5. Number of Trades : 16 Nos. Total No. of Trainees: 395 Nos.	
	6. Number of Total Employees Teaching Staff :26 Nos. Non- Teaching Staff: 06 Nos.	
Total=		
GST=		
S.Total=		
R.Off=		
G.TOTAL=		

