

Important: For preparation of a written quotation, we need information about your organization. All information supplied by you will be treated in strict confidence. Please complete this questionnaire. Use extra sheets wherever required.

Fields marked with "*" are mandatory for filling.

COMPANY DETAILS

*Company Name:

* Registered Address:

*Site Address: **(Temporary)**

Phone: _____ Fax: _____

*E-mail: _____ Website: _____

*Chief Executive/MD: _____ Mobile: _____

*Contact Person Name: _____ Position: _____ Mobile: _____

Company Status (Please Tick): Public Limited Private Limited Partnership Proprietary
 Limited Liability Partnership Other Please Specify

Please list the number of employees in each area/site (please use additional sheets if required)	Full Time	Part Time	Contract Employees	Shifts	Full Time (Site 2)	Part Time (Site 2)	Contract Employees (Site 2)	Shifts (Site 2)	Personnel working away from the premises
Manufacturing/Service area									
Quality Control/Technical									
Administration									
Storage/Warehouse									
Other									
Management									
Total Employees (Full time equivalent)									

Total no of employees doing repetitive jobs _____

Employees directly involved in scope of management system ... QMS:, EMS:, OH&SMS:, FSMS:, ISMS:, MD-QMS:, EnMS:, ABMS----

Note: If more than one site, please give address/details on back of this page.

No of Temporary Sites (In operation at present) _____

CERTIFICATION/S REQUESTED

Certification Required (Please Tick): ISO 9001:2015 ISO 14001:2015 ISO 45001:2018
 ISO 22000:2018 ISO 27001:2022 ISO 13485:2016 ISO 50001:2018 ISO 37001:2016

Type of Audit Certification Re- Certification Transfer Certification from other CAB

Combination Audit Yes No Combination+

Quality Management System ISO 9001:2015

Number of Sites to be Audited? Single Multiple

Is there any process that affects the product conformity and is outsourced? Yes No

Other Exclusions, If any _____

Legal Obligations if any _____

Whether company is responsible for demonstration of product/service performance: Yes No

Is the Clause "Design & Development" included in the Scope of Organization? Yes No

Environmental Management System ISO 14001:2015

Number of Sites to be Audited? Single Multiple

Whether Initial Environmental Review (IER) available? Yes No

Whether Register of Significant Aspects / Impacts available? Yes No

Whether Legal Register available? Yes No

Whether Environmental Management Program (EMP) available? Yes No

Has EMP been implemented? Yes No

Occupational Health & Safety Management System ISO 45001:2018

Number of Sites to be Audited? Single Multiple
 Have you identified Hazards? Yes No
 Detail all identified Critical occupational health and safety risks
 Whether Incident/ Accident Register available? Yes No
Imp: Please furnish form 03 QRF Annexure- OH&SMS and attach with Quotation request Form
 Attached as above Yes No

Food Safety Management System ISO 22000:2018

Number of Sites to be Audited? Single Multiple
 Have you implemented HACCP Principles? Yes No
 Any seasonality issues? Yes No
 Total No of HACCP Studies (As per ISO/TS 22003:2013) _____
 How many process lines are there in production _____
 Any Prior Audits Conducted Yes No
 If Yes , attach audit findings
Other Factors(Kindly Confirm No's):-
 Product Types=_____ ; Product Lines=_____ ; Product Development=_____ ; CCP=_____ ; OPRP=_____ ;
 Building Area=_____ ; Infrastructure=_____ ; In House Lab Testing=_____ ;

Information Security Management System ISO 27001:2022

Number of Sites to be Audited? Single Multiple
 Has a Statement of Applicability been compiled? Yes No

 No. of user = No. of sites =
 No. of servers = No. of Workstations (PC + Laptops) =
 Any Prior Audits Conducted Yes No
 If Yes, attach audit findings:

Factors related to business and organization (other than IT) (Please Select Appropriate Grade)

Category	Grade
Type(s) of business and regulatory requirements	<input type="checkbox"/> Organization works in non-critical business sectors and non-regulated sectors ^a <input type="checkbox"/> Organization has customers in critical business sectors ^a <input type="checkbox"/> Organization works in critical business sectors ^a
Process and tasks	<input type="checkbox"/> Standard processes with standard and repetitive tasks; lots of persons doing work under the organization's control carrying out the same tasks; few products or services <input type="checkbox"/> Standard but non-repetitive processes, with high number of products or services <input type="checkbox"/> Complex processes, high number of products and services, many business units included in the scope of certification (ISMS covers highly complex processes or relatively high number or unique activities)
Level of establishment of the MS	<input type="checkbox"/> ISMS is already well established and/or other management systems are in place <input type="checkbox"/> Some elements of other management systems are implemented, others not <input type="checkbox"/> No other management system implemented at all, the ISMS is new and not established

^a Critical business sectors are sectors that may affect critical public services that will cause risk to health, security, economy, image and government ability to function that may have a very large negative impact to the country.

Factors related to IT environment (Please Select Appropriate Grade)

Category	Grade
IT infrastructure complexity	<input type="checkbox"/> Few or highly standardized IT platforms, servers, operating systems, databases, networks, etc. <input type="checkbox"/> Several different IT platforms, servers, operating systems, databases, networks <input type="checkbox"/> Many different IT platforms, servers, operating systems, databases, networks
Dependency on outsourcing and suppliers, including cloud services	<input type="checkbox"/> Little or no dependency on outsourcing or suppliers <input type="checkbox"/> Some dependency on outsourcing or suppliers, related to some but not all important business activities <input type="checkbox"/> High dependency on outsourcing or suppliers, large impact on important business activities
Information System development	<input type="checkbox"/> None or a very limited in-house system/application development <input type="checkbox"/> Some in-house or outsourced system/application development for some important business purposes <input type="checkbox"/> Extensive in-house or outsourced system/application development for important business purposes

Medical Device Quality Management System ISO 13485:2016

Number of Sites to be Audited?

 Single Multiple

Outsourced process:

Critical activity:

Question	Yes	No
Is the product a nearly finished and assembled medical device? (i.e., it is intended to be used for a medical purpose and only needs packaging and/or labeling)		
Is the product intended to be a component/part of a medical device?		
Is the organization contracted to carry out any activities that are regulated by a medical device regulation (e.g., relabeling, remanufacturing of other medical devices)?		
Is the product supplied sterile?		
Does the product contain software developed by the client organization or a supplier?		
Is "Design and Development" in the scope of the ISO 13485 certification (e.g., when public law permits exclusion of design and development which is the case very often for low-risk medical devices)?		
Is the product (Raw Materials, Parts, Components, Subassemblies, Maintenance Services, or Other Services) intended to support associated medical devices? Note: Refer to the note in Annex A, Table A.1.7, a) as an example.		
*Kindly select applicable answer in above question series.		

 Energy Management System ISO 50001:2018Number of Sites to be Audited? Single Multiple

Annual Energy Consumption=

Number of energy Sources=

Number of significant energy uses (SEUs) =

 Anti-Bribery Management System ISO 37001:2016

Number of Sites to be Audited?

 Single Multiple

Bribery Risk Assessment is Defined

 Yes No

List of Bribery Indicator Defined

 Yes No**In Case of Integrated Management Systems, Kindly define level of Integration**

If Yes then Level of Integration in %

1. An integrated documentation set, including WIs to a good level of development, as appropriate;
Yes No
2. Management Reviews that consider the overall business strategy and plan Yes No
3. An integrated approach to internal audits Yes No
4. An integrated approach to policy and objectives Yes No
5. An integrated approach to systems processes Yes No
6. An integrated approach to improvement mechanisms, (Corrective and preventive action, measurement and continual improvement); and, Yes No
7. Integrated management support and responsibilities. Yes No

Other Certification Program Requested ()Number of Sites to be Audited? Single MultipleAny Prior Audits Conducted Yes No

If Yes, attach audit findings

Accreditation: ACCREDITED NON ACCREDITED**Scope for Certification:****BUSINESS DETAILS****Identify products / services of your company****Activities being performed outside the main site:**

(i.e. activities at temporary sites e.g. construction, collection of samples, service delivery etc.)

Outsourcing if any :

Name of the Consulting Organization:

Identify key processes in manufacturing or provision of services : (e.g. Design, Operations, Quality Control, Purchasing, Marketing/Sales, Maintenance, Stores, HRD etc)**Any statutory & regulatory requirements related to Products/services:**

GST No: _____ TIN No _____ IEC Code: _____

PAN No. _____ CIN No. _____

Main Customers:**Main Suppliers:.****Declaration:** The information provided above is true to the best of our knowledge and behalf.

Quotation Requested by

Name:

Designation:

Sign:

Date:

FOR THE USE OF ACPL ONLY

Reviewed By :

Date:

Can this Application be further processed Yes No

Please send it on below address or Email:

ACME CERTIFICATION PVT. LTD.**2-A/3, SECOND FLOOR (FRONT PORTION), ASAF ALI ROAD, TURKMAN GATE, NEW DELHI-110002****Ph: +91 9811010507, Email: ewsdelhi@rediffmail.com, Web: www. Acmerestrar.com**