

Tool Room & Training Centre, Guwahati  
(Govt. of India Society)  
Amingaon Industrial Area, Guwahati – 31  
Phone No – (0361) 268 0907, Fax: 268 1030

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## Short Tender Notice

Ref: TRTC/Ghy/Enquiry/2011-12/38

Date: 12/12/2011

Sealed quotations are invited from ISO Consultants for Tool Room & Training Centre, Amingaon, Guwahati – 31. Quotation will be received up to 10:00 A. M. on 21/12/2011 and will be finalised at same time and date. The consultant should be present there. The detail as follows.

1. The quotation should be in two bid systems.
2. Part A of the Tender consists detail activity of the Consultant, responsibility, selection of certificate body, awareness training programme, preparation of quality manual, training for MR & internal auditor, ensure QMS implementation, conducting internal audit, correction action based on internal audit, management review meeting, compliance to the NCR, audited by certificate body and receipt of certificate, previous records, experience and other terms and conditions.
3. Part B of the tender consists the fees and its payments details.
4. Both the envelopes should be sealed marked Part A and Part B and should be put another envelop which will be marked as Tender for ISO Consultant. Tender No. TRTC/Ghy/Enquiry/2011-12/38 date: 12/12/2011. Due date 21/12/2011 and send to the above address.
5. A presentation will be given by the Consultant on 21/12/2011 at 11.00 A. M. to all employees of the Centre about ISO Awareness Programme.
6. Consultant ensures to get the ISO Certificate before April 2012.
7. An agreement will be made with selected Consultant for his activity and payment structure.

  
Kamal Kumar  
I/C  
TRTC, Guwahati