

Quality and Accreditation Institute

Centre for International Accreditation



Change Adapt Improve

FEE STRUCTURE FOR ACCREDITATION OF PROFICIENCY TESTING PROVIDERS

Issue No.: 03

Issue Date: February 2026

Quality and Accreditation Institute		
Centre for International Accreditation		
Doc. No.: QAI-CIA 505 (A)	Fee Structure for Accreditation of Proficiency Testing Providers	
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CHANGE HISTORY

Sl. No.	Doc. No.	Current Issue No.	Revised Issue No.	Date of Issue	Reasons
1.	QAI CIA 505 (A)	01	02	April 2024 (13 April 2024)	<ul style="list-style-type: none"> • Added UDYAM Registration Number in fee payment • Added phone number and mobile number in address
2.	QAI CIA 505 (A)	02	03	February 2026 (27 February 2026)	<ul style="list-style-type: none"> • Cost of miscellaneous work has been included

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Fee structure for Accreditation of Proficiency Testing Providers (covering all disciplines) operating within India

S. No.	Description	Fee Structure (QAI)
1.	Application Fee (non-refundable, to be paid along with the application)	
	For one sub discipline per discipline (e.g., Chemical is sub discipline under Testing)	Rs. 25000/-
	For each additional sub discipline in the same discipline:	Rs. 10,000/-
2.	Accreditation Fee (Per discipline/ per year from the date of accreditation)	Rs. 40,000
3.	Change of Certificate	Rs. 3,000
4	Enhance of scope	
	Addition in existing sub discipline	Rs. 5,000
	Addition of sub discipline in existing discipline	Rs. 10,000

In addition to the above-mentioned fee, GST @18.0 % or as applicable from time to time to be paid.

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Assessment Charges: In addition to the above fee, PTP shall bear the cost of following:

- a) Travel of the assessment team
- b) Accommodation and meals

Guidelines for Travel and Lodging:

- a. Travel to be made by Air in economy class (Apex fare) or by train in 2nd AC Class or by AC bus or by Taxi.
- b. The PTP will provide the tickets for travel as per above guidelines. If the journey is made by own car, the re-imburement will be as per company's rules or restricted to 2nd AC Class fare by train.
- c. The PTP shall also make arrangements for travel & lodging for the Assessment team. A single occupancy AC accommodation may be provided for each Assessor/ Observer in a reasonably good hotel/ guesthouse and arrangement for local transportation from temporary residence to the PTP site and airport/ railway station/ bus stand.

Fees for Miscellaneous Services

i. Pre-Assessment:

1.	Pre-Assessment Charges	Rs. 10000/man day + 18% GST
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ii. Scope Extension:

1.	In case of any extension in the existing accredited scope per discipline (would be applicable at the time of applying)	Rs. 10000/man day + 18% GST
	In case of any extension is done where new discipline is added (would be applicable at the time of applying)	As per application fees including the annual accreditation fees for new discipline

iii. Verification Assessment:

1.	In case of any verification w.r.t change in location/ closure of any non-conformity/ inclusion of scope	Rs. 10000/man day + 18% GST
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iv. For Re-Issuing Accreditation Certificate/Scope

1.	For re-issuing accreditation certificate & scope of accreditation on request from the organisation	Rs. 5000 + 18% GST
2.	Issue of scope of accreditation	Rs. 4000 + 18% GST

v. Addition of Authorised Signatory

1.	Any addition of person declared by CAB to authorize the results (apart from scheduled assessment)	Rs. 5000/authorised signatory + 18% GST
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Fee Payment:

All payments through Bank Transfer shall be made as per following details:

Beneficiary name: Quality and Accreditation Institute Pvt. Ltd.

Beneficiary Address: A-34, Sector 48, Noida-201304, India

Bank Account number: 003105031612

Bank Details: ICICI Bank Limited, K-1, Senior Mall, Sector 18, Noida-201301, India

Bank IFSC Code: ICIC0000031

Bank Swift Code: ICICINBBNRI

PAN No.: AADCI3230L

GSTIN: 09AADCI3230L1ZK

UDYAM Registration Number: UDYAM-UP-28-0035644

Note:

- Any bank charges for transfer of fee are to be paid by the PTP.
- No additional charges are taken from the PTP, only application fees and annual accreditation fees has to be paid.
- The above fee INCLUDES document review fee, overhead fee, surveillance fee, assessor fee, etc.

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