

# Quality and Accreditation Institute

Centre for International Accreditation



*Change Adapt Improve*

## FEE STRUCTURE FOR ACCREDITATION OF REFERENCE MATERIAL PRODUCERS

Issue No.: 02

Issue Date: April 2024

Quality and Accreditation Institute		
Centre for International Accreditation		
Doc. No.: QAI-CIA 705 (A)	Fee Structure for Accreditation of Reference Material Producers	
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## CHANGE HISTORY

Sl. No.	Doc. No.	Current Issue No.	Revised Issue No.	Date of Issue	Reasons
1.	QAI CIA 705 (A)	01	02	April 2024  (13 April 2023)	1. Added UDYAM Registration Number in fee payment  2. Phone number and mobile number added in address

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**Fee structure for Reference Material Producers (covering all categories)  
operating within India**

S. No.	Description	Fee Structure (QAI)
1.	<b>Application Fee (non-refundable, to be paid along with the application)</b>	
	Per Category – up to 2 subcategories e.g., Metals & Organic Reference Materials under Chemical Composition	Rs. 25,000/-
	For each additional sub-category in the same category	Rs. 5,000/-
2.	<b>Accreditation Fee (Per discipline/ per year from the date of accreditation)</b>	Rs. 40,000/-
3.	<b>Change of Certificate</b>	Rs. 3,000/-
4	<b>Enhance of scope</b>	
	Addition in sub discipline	Rs. 5,000/-
	Addition in 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, RMP shall bear the cost of following:

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

**No other overhead charges**

**Guidelines for Travel and Lodging:**

- a. Travel to be made by Air in economy class (Apex fare) or by train in 2<sup>nd</sup> AC Class or by AC bus or by Taxi.
- b. The CAB will provide the tickets for travel as per above guidelines. If the journey is made by own car, the re-imbursement will be as per company's rules or restricted to 2<sup>nd</sup> AC Class fare by train.
- c. The CAB 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 CAB site and airport/ railway station/ bus stand.

**Scope Extension:**

In case of any extension in the existing accredited scope per additional category, INR 10000/man day would be applicable at the time of applying.

**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 RMP.**

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# Quality and Accreditation Institute

## Centre for International Accreditation

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