

QUOTATION EXPLANATORY NOTES

Draft Scope: The draft “Scope of Registration” represents the information that would appear on the appendix to your certificate describing the activities covered by the registration, and will be finalised at the closing meeting of the assessment.

Application Fee: This is a one off payment to cover the administrative costs of advancing your application to the point of Assessment. This fee is non-refundable and is payable on application.

Client Manager: This person is responsible for maintaining a single point of contact relating to our ongoing relationship.

Pre-Audit Review: This is a visit to your premises by your client manager to review your quality system prior to agreeing a mutually convenient assessment date.

Pre-Assessment (Optional): A gap-analysis or dummy audit in order to establish the readiness of the organisation for the initial assessment.

Annual Maintenance Costs: These fees are an estimate based on approximately two visits per annum. They are inclusive of all liaison monitoring/licence fees and assume no requirement for supplementary visits. BSI fees are subject to annual review.

Strategic Review: In keeping with our commitment to ensure clients achieve benefits from their quality system, BSI carries out a strategic review every three years. This is achieved within the existing routine programme and does not usually incur any additional costs.

Validity of Quotation: Whilst we do not envisage any changes to our charging structure in the foreseeable future this quotation is valid for acceptance within 90 days.

Validity of Application: Assessment timing is based on a mutually convenient date, however this should be within 12 months of an application being submitted. Should you not progress to assessment within 12 months, it may be necessary to re-apply.

Enclosures: The enclosed literature consists of a full copy of BSI Conditions of Contract for your perusal.

Bank Details:

HSBC Esentepe/Istanbul Branch

USD Account No: 757-1029311-773 01
IBAN: TR84 0012 3007 5710 2931 1773 01

EUR Account No:757-1029311-773 99
IBAN: TR57 0012 3007 5710 2931 1773 99