

BUREAU VERITAS CERTIFICATION

Client's Name: The Association for
Strengthening Agricultural Research in
Eastern and Central Africa (ASARECA)

To the Attention of: ACHILLEY KIWANUKA SSEBWANA

Client Address line:
Plot 5 Mpigi Road
P.O.Box 765 Entebbe, Uganda

Proposal: ISO 9001:2015 QMS INTERNAL AUDITOR
TRAINING-ONSITE

Bureau Veritas Proposal N°:4378657

Revision:

Proposal submitted by:
Leah NAKIMBUGWE

Bureau Veritas Uganda Ltd.

Date: 20/06/2022



Proposal ID	4378657	Enquiry #.	
Client Name	ASARECA	Proposal For	QMS INTERNAL AUDITOR TRAINING

1. GENERAL INFORMATION

CLIENT INFORMATION

Company Information	
Company Name	THE ASSOCIATION FOR STRENGTHENING AGRICULTURAL RESEARCH IN EASTERN AND CENTRAL AFRICA (ASARECA)
Tender N° (if any)	
Operational Site Name (appearing on certificate)	THE ASSOCIATION FOR STRENGTHENING AGRICULTURAL RESEARCH IN EASTERN AND CENTRAL AFRICA (ASARECA)
Company Address	Plot 5 Mpigi Road P.O.Box 765 Entebbe, Uganda Tel: 256 414 320556/320212 Fax: 256 414 321126
Invoicing address (if different)	Plot 5 Mpigi Road P.O.Box 765 Entebbe, Uganda Tel: 256 414 320556/320212 Fax: 256 414 321126
Client Registration N°	

Client Contact information	
Last Name	Kiwanuka Ssebwana
First Name	Achilley
e-mail	a.ssebwana@asareca.org
Phone	+256 414 320556

Client Approval	
Last Name	
First Name	
Position	

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BVUG-Kampala - CONTACT INFORMATION

BVUG-Kampala

Office address	1st Floor Regency plaza, Plot 30 Along Lugogo by pass, Kampala Uganda
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Contact Information

Last Name	NAKIMBUGWE
First Name	Leah
e-mail	leah.nakimbugwe@bureauveritas.com
Phone	+256 756850653

Representative for Approval

Last Name	Githae
First Name	Boniface
e-mail	Boniface.githae@bureauveritas.com
Position	CERTIFICATION MANAGER

2.BUREAU VERITAS TRAINING

INTRODUCTION

ASARECA requires Quality Management System Internal auditor Training services for its personnel in functional departments/sections of the organization management system for its operations.

The course will be conducted online or on site **upon agreement between Bureau veritas and the client.**

Terms of reference. The present offer describes the nature and extent of our proposed services; the organization, the means and resources Bureau Veritas will implement to execute the contract agreed upon, between both **ASARECA** and **BUREAU VERITAS**.



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BUREAU VERITAS GROUP

Created in 1828, Bureau Veritas is a global leader in **Training, Testing, Inspection and Certification (TIC)**, delivering high quality services to help Customers meet the growing challenges of quality, safety, environmental protection and social responsibility.

As a trusted partner, Bureau Veritas offers innovative solutions that go beyond simple **compliance with regulations and standards, reducing risk, improving performance and promoting sustainable development.**

Bureau Veritas core values include **integrity and ethics, impartial counsel and validation, customer focus and safety at work.**

Bureau Veritas is recognized and accredited by major national and international organizations.



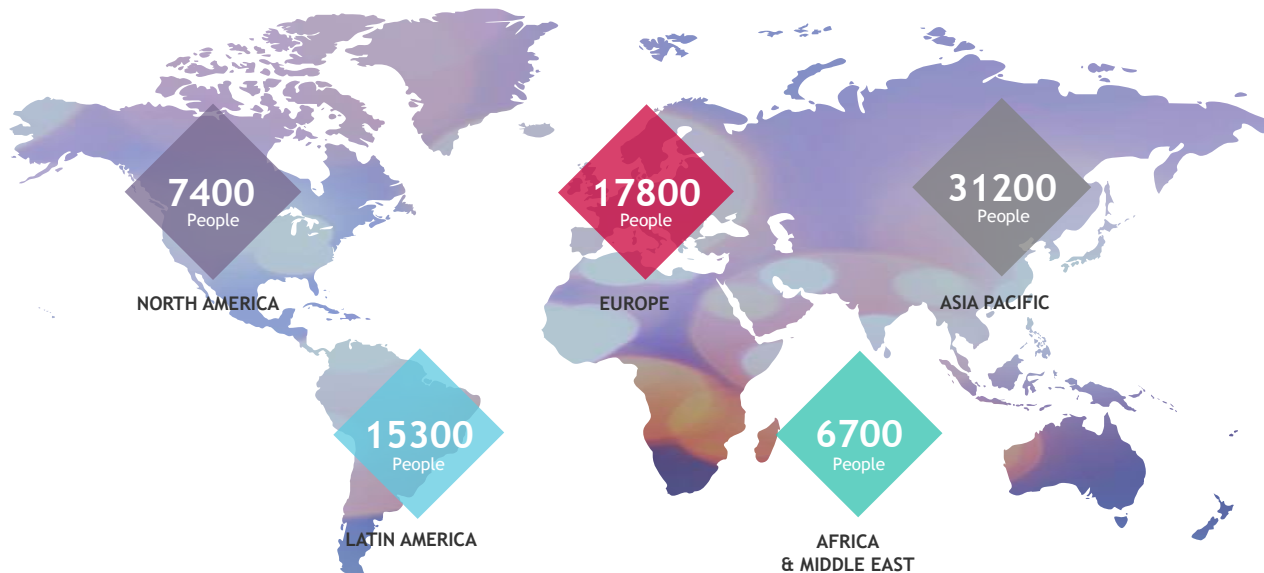
**BUREAU
VERITAS**

Shaping a World of Trust

NETWORK	International footprint Unique combination of international and local networks High reactivity in deploying new capabilities Consistent and homogeneous service delivery Support of strong technical leadership in the Head Office	
SERVICE PORTFOLIO AND TECHNICAL EXPERTISE	The widest services portfolio Voluntary and regulatory All types of assets, businesses and Industries Robust technical expertise Extensive markets knowledge	
INDEPENDENCE QUALITY	Bureau Veritas reputation Strong brand Build over 180 years 78000+ employees	

BUREAU VERITAS COMPETENCES & NETWORK

With 78,000+ Professionals Across The World, Bureau Veritas Can Support You In More Than 140 Countries.



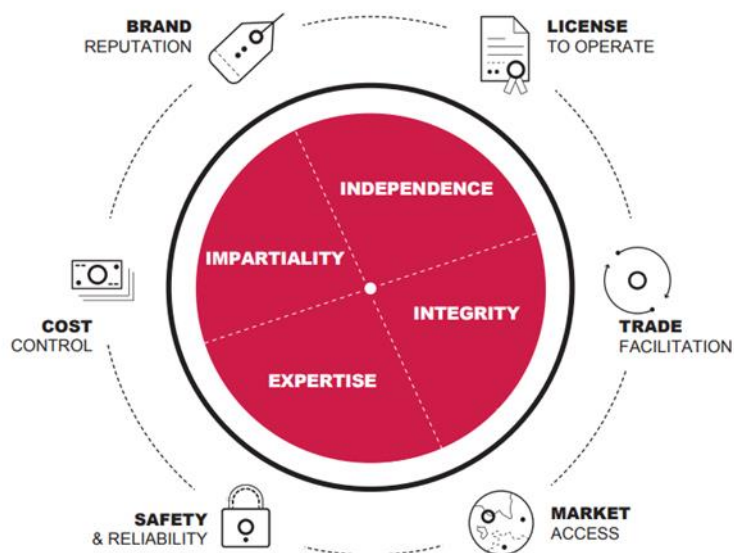
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OUR MISSION

Our mission is to reduce our clients' risks, improve their performance and help them innovate to meet the challenges of quality, health & safety, environmental protection and social responsibility.

Bureau Veritas is a Global Leader in Testing, Inspection and Certification (TIC) services. Our mission is to reduce risks, improve our Clients' performance and help them innovate to meets society's demands with confidence. It is at the heart of key challenges: Quality, Health, Safety and Hygiene, Environmental Protection and Social Responsibility. Through our wide range of expertise, impartiality and independence, we foster confidence between companies, authorities and consumers.

For nearly 200 years, our brand has been synonymous with integrity and trust, for the benefit of business and people.



FOCUSED ON CLIENTS

Our 400,000 clients operate in a wide sectors. Our services create value for clients in six key ways: providing a license to operate, facilitating trade, helping them enter global markets, reducing risk, optimizing costs and protecting brands. Bureau Veritas offers its clients three main types of services: laboratory and on-site testing and analysis; inspection; certification according to their own specifications or protocols, private schemes or labels, international standards, regulations and recommendations. Our independence, integrity, expertise and impartiality are highly valued by our clients and partners.

Our people are proud to see that their work makes a positive impact every day on the lives of millions of people around the world. Bureau Veritas successes are their successes."

ISO 9001:2015, THE GOLD STANDARD FOR QUALITY MANAGEMENT

Successful companies are driven to deliver **quality**, from the way they operate to the customer service standards they establish, and the products they manufacture and sell. A commitment to quality will improve **brand equity** and **image** and ensure you are better equipped to create new opportunities in an increasingly competitive global marketplace.

The **purpose** of ISO 9001:2015 is to help you develop a robust **Quality Management System** in order to be able to respond to evolving quality requirements in line with changing social, economic and environmental expectations. The ISO 9001:2015 standard offers flexibility, enabling you to design your own quality management system around your specific products, customer needs and risks. With the ISO 9001:2015 standard, you will demonstrate the ability to consistently provide products and services that meet customer and regulatory requirements.

WHY CERTIFY TO ISO 9001:2015

Certification to the ISO 9001 Quality Management System standard ensures that your business meets consumer and legal requirements, and has a number of additional advantages:

- Continuously improve performance

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- Implement streamlined processes and optimize operational efficiency
- Ensure you are making the right decisions for your organization
- Exceed customer expectations

QUALITY MANAGEMENT SYSTEM INTERNAL AUDITOR TRAINING OBJECTIVES

Bureau Veritas assist new clients and existing to understand Clause-by-Clause analysis

■

ISO Internal auditors training

This course teaches you how to plan an audit, how to audit a process and how to report an audit.

Course Overview

- Understanding and effectively auditing the intent of ISO 9001 in the new Annex SL format
- Understanding the organization and its context
- Understanding the needs and expectations of interested parties
- Design and development controls
- Leadership and commitment for the quality management system
- Understanding risks and opportunities
- Determination of requirements for products and services
- Control of externally provided products and services
- Performance evaluation
- Identification and reporting of non-conformances in the process audit
- Evaluating corrective actions for root cause and effectiveness
- Auditing techniques including effective auditing of management

Course Contents

- The Process Approach
- Audit Management
- Audit reporting, Planning and Preparation
- Problem Solving
- Documentation and steps necessary for implementation
- Exercises to consolidate newly learned skills
- Nonconformity and Corrective Action Analysis

EDUCATIONAL APPROACH

- This training is based on both theory and best practices used on QHSE management system trainings
- Lecture sessions are illustrated with practical questions and examples.
- Practical exercises include examples and case study discussions where applicable.

PRE-REQUISITES:

- Understand the Plan-Do-Check-Act (PDCA) cycle
- Gain Knowledge of ISO 9001, Quality management principles and concepts:
- awareness of the need for QHSE management system;
- incorporating management commitment and the interests of stakeholders;
- enhancing societal values;
- using the results of risk assessments to determine appropriate controls

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OUR TRAINING METHOD

Bureau Veritas Training's team of industry experts is dedicated to providing comprehensive training programs using a hands-on approach to instruction. All of our courses have fully integrated exercises and or workshops for students to immediately apply and reinforce their learning upon introduction of every new concept. **Bureau Veritas Training materials** are professional and our curriculum is progressive and always based on the most current standard revisions and informed by the latest industry changes.

Bureau Veritas Training instructors are not only industry experts but are also current third-party lead auditors with years of experience and insight. Our instructors share the best practices that they have learned in their auditing work and relate their experience and situational lessons to their students. Each of our instructors has also been trained in interpersonal communication, intercultural issues, adult learning concepts and more. Indeed, **Bureau Veritas Training courses are presented only** by the most experienced and knowledgeable within Bureau Veritas. All of this ensures that our courses are as effective as possible and yield the highest value for our attendees.

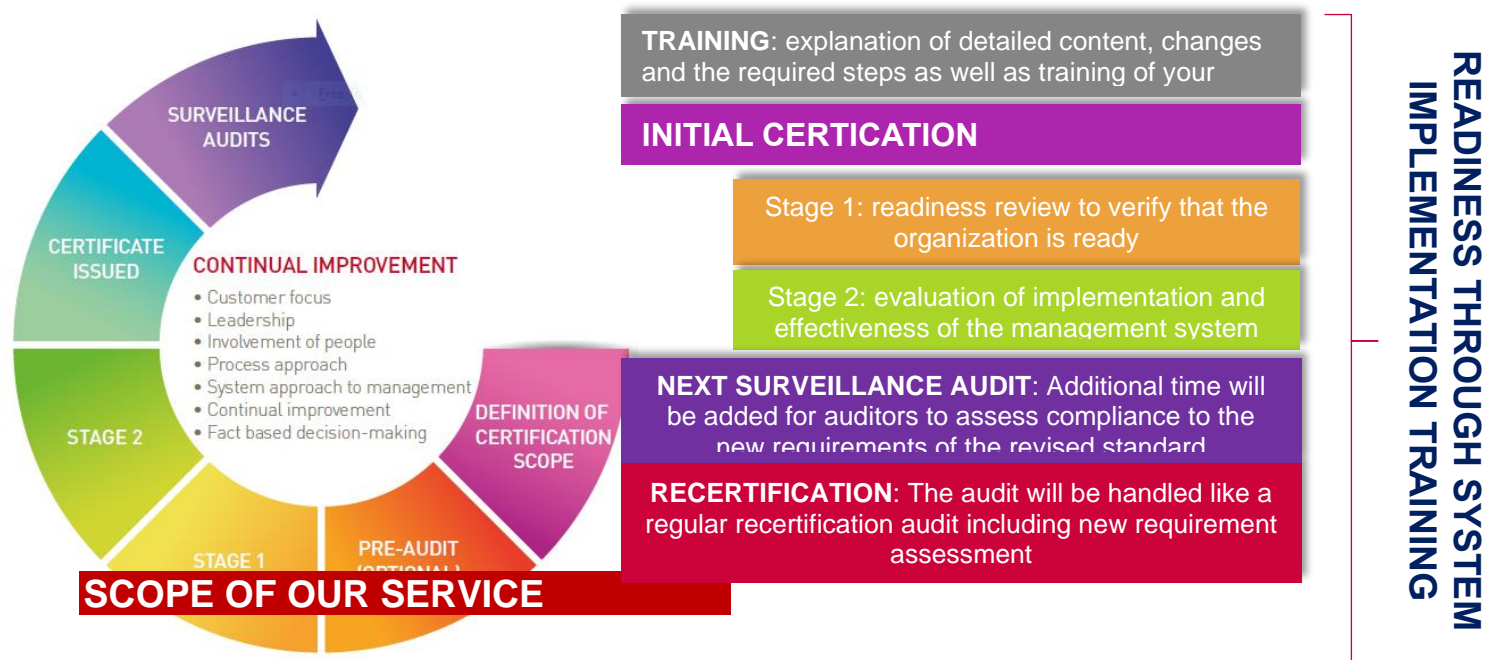
WHY CHOOSE BUREAU VERITAS TRAINING?

- **EFFICIENT INTERNATIONAL NETWORK.** Unique combination of international and local networks. High reactivity in deploying new capabilities. Consistent and homogeneous service delivery.
- **BRAND AND REPUTATION.** Strong brand built over 180 years.
- **SKILLED EMPLOYEES.** Robust technical expertise. Entrepreneurial and client-driven culture.
- **RECOGNIZED TECHNICAL EXPERTISE.** Comprehensive portfolio of accreditations. Thorough knowledge of regulations and standards. Extensive markets knowledge.
- **BROAD SERVICE PORTFOLIO.** All QHSE requirements covered.



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BUREAU VERITAS SYSTEM IMPLEMENTATION AND CERTIFICATION PROCESS



BV sets out to add value through imparting pertinent skills necessary for the implementation of QMS system implementation training. BV will provide the following services:

ISO 9001:2015 QUALITY MANAGEMENT SYSTEM TRAINING DELIVERABLES						
	COURSE DELIVERABLES	Duration	sessions	TOTAL COST (USD)		
PHASE III	INTERNAL AUDITORS TRAINING- CORE TEAM ■ Internal Auditors Training for selected staff on the IMS auditing on how to carry out self-assessments (internal audits) on the implemented QMS standard, its suitability and effectiveness, exercises, discussions, role-plays, case studies in order to ensure effective understanding of audit principles and methodology	2 DAYS	1 session 6-20 delegates per session)	1,600.00		
	TOTAL COST			1600.00		
	#VAT			288		
	TOTAL COST USD			1888.00		

- **USD 1888.00 (USD One Thousand Eight Hundred and Eighty-Eight)**



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Note* the number per session should be minimum 6 and maximum 20

Travel Costs:

Travel , accomodation expenses will be charge at Actual costs. For sites outside Kampala (More than 50km) if not arranged by client

VAT:

The proposal is inclusive of VAT and all government Taxes

Offer Validity Period:

This quotation is valid for 60 days from 20/6/2022

Payment Terms:

Invoicing : Invoice will be sent Day + 1 after last day of training
Payment Term: is 30 Days end of Months. If the invoice is not paid within 30days this time, a 1.5% penalty interest per month will be applicable on all outstanding amounts calculated from the date on which the amount fell due for payment until the date payment is made in full (both dates inclusive).

Terms & Conditions:

Please refer to "Bureau Veritas General Terms and Conditions" as well as "Technical Terms & Conditions" appended to this document hereunder

Disclaimer:

- 1) Any activity not presented / listed in the above Commercial Proposal table is not part of the present proposal and shall be considered as extra costs to be further quoted once more precision is available.
- 2) Any revisions or changes to the certificate may result in an additional fee, including revisions made to scope after the certificate has been issued.

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3. SIGNATURES


Both parties have read, understood and approved the content of present offer including:

- terms of payment,
- particular and general conditions
- and their signature is the proof of their acceptance.

For: ASARECA

Last Name	
First Name	
Date of Signature	
Signature	

For Bureau Veritas Uganda Ltd.

Last Name	GITHAE
First Name	Boniface
Date of Signature	20 TH June 2022
Signature	

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4. LIST OF ANNEXURES

GOVERNING LAW AND JURISDICTION

The Agreement and any dispute or claim arising out of or in connection with it or its subject matter, shall be governed by, and construed in accordance with, the law of Uganda, notwithstanding any conflicts of laws rules that could require the application of any other law.

The Parties irrevocably agree that the courts of Republic of Uganda shall have exclusive jurisdiction to settle any dispute or claim that arises out of, or in connection with, the Agreement or its subject matter.