



# **STATEMENT OF WORK**

**FOR**

## **AS9100 Certification of URSC**

QMS PROGRAMME  
SAFETY RELIABILITY AND QUALITY AREA  
U. R. RAO SATELLITE CENTRE  
BANGALORE-560017

# STATEMENT OF WORK

## FOR AS9100D CERTIFICATION

U R Rao Satellite Centre (URSC), Bangalore is the lead center for design, development and integration of Communication, Navigation, Remote Sensing, meteorology and space science, Research & Development in space science and planetary exploration Satellites and readying them for launch. The mandate requires URSC to lead from front in terms of Quality. URSC has got ISO 9001:2015 certification on 16<sup>th</sup> May 2019 and this certification is valid till May 2025. From May 2025 URSC top management has directed QMS Programme to go for AS9100D certification. Thus, URSC is in process of getting AS9100D Corporate Certification.

### 1. Scope:

This report brings out the details of the work involved in the AS9100 certification of U.R. Rao Satellite Centre as a single entity.

### 2. QMS Activity at URSC:

QMS activity at URSC was initiated during 1999. Traditionally, a stringent quality system was being followed to meet the quality requirements of Space based systems. Aligning URSC's Quality Management System (QMS) in line with ISO standards has put QMS of URSC at greater advantage in the international arena of space faring nations.

URSC got center level ISO 9001:2015 certification in 2019 and the certification is valid till May 2025.

### 3. Scope of QMS Certification:

1. *Design, development, & realization of subsystems for manned and unmanned spacecraft.*
2. *Assembly, Integration & Testing of manned and unmanned spacecraft.*
3. *Mission management of manned and unmanned Spacecraft including pre-launch, post-launch and re-entry support.*
4. *Research & Development in the area of human space exploration, Space systems & related technologies*
5. *Engineering and Auxiliary Support services to carry out all the above*

### 4. AS9100 Certification & Maintenance Requirements:

AS9100 certificate is valid for 3 years from the date of certification. Maintenance of certification status calls for periodic Surveillance Quality Audits and re-certification audit. This indent is for 2 cycles (1cycle=3years) of Certification. Hence the service provider shall provide certification service for 06 Years.

## 5. The AS9100 Audit & Certification Timeline and Payment terms & condition

Sl. No.	Item Description	Service Delivery Deadline	Payment
1	Certification stage-1 Audit by Certifying Body.	Feb 2025 to Mar 2025	
2	Certification stage-2 Audit	April 2025	Certification fee, IAQG Database fee and Certification audit man-day fee will be paid after the completion of Certification stage-2 Audit.
3	1 <sup>st</sup> Surveillance Audit	April 2026	1 <sup>st</sup> Surveillance audit man-day fee will be paid after the completion of 1 <sup>st</sup> Surveillance Audit.
4	2 <sup>nd</sup> Surveillance Audit	April 2027	2 <sup>nd</sup> Surveillance audit man-day fee will be paid after the completion of 2 <sup>nd</sup> Surveillance Audit.
5	Re-Certification Audit	April 2028	Re-Certification fee, IAQG Database fee and Re-Certification audit man-day fee will be paid after the completion of Re-Certification Audit.
6	3 <sup>rd</sup> Surveillance Audit	April 2029	3 <sup>rd</sup> Surveillance audit man-day fee will be paid after the completion of 3 <sup>rd</sup> Surveillance Audit.
7	4 <sup>th</sup> Surveillance Audit	April 2030	4 <sup>th</sup> Surveillance audit man-day fee will be paid after the completion of 4 <sup>th</sup> Surveillance Audit

### NOTE:

1. Certification body shall conduct audit and certify the URSC as per para 5.
2. Payments will be made after completion of each stage as per para 5 against invoice duly certified and approved by Head, QMS Program, URSC.

## 6. Quantum of Work:

The following work to be carried out in accordance with the AS9100 standard.

Sl. No.	Item Description	Estimated Qty.	Unit
1	Application Fee	1	No.
2	Audit Mandays Fee for Pre- Assessment / Stage-1 Audit, Certification Assessment / Stage-2 Audit and Surveillance Audits (for 2 Cycles) (01 Cycle = 3 Years)	120	Mandays
3	Database management (For 2 cycles) (01 Cycle = 3 Years)	2	Cycle
4	Fee for change of scope	1	No.
5	Multi-location fee (URSC, ISITE) No of Employee at URSC: 1800 No of Employee at ISITE: 700	1	No.

### NOTE:

1. Mandays are calculated based on manpower in the entity; hence the mandays may change with change of no. of employees. Current strength of organization is around 2500 and all are working in single shift.
2. Mandays given in the table above are calculated for Corporate Certification of whole of URSC as a single entity.
3. Audit should be conducted as per the requirement of AS9101 standard (Requirements for Conducting Audits of Aviation, Space, and Defense Quality Management Systems)

## **7. TERMS AND CONDITIONS:**

- 1) The quoted rates should be valid for the entire valid period of the purchase order. (For 2 cycles /6 years)
- 2) The Certifying Body must provide NABCB or ANAB or UKAS accredited AS9100 QMS certificate to URSC.
- 3) Only those Certifying Bodies / agencies need to quote who have issued at least two or more than two AS9100D certificates to aviation/space/defense companies with staff strength of more than 500.
- 4) Certification body should be directly accredited by NABCB or ANAB or UKAS.
- 5) Certification body shall have sufficient Aerospace Experienced Auditors (AEA) to cater large and complex organization.
- 6) Certification body will provide the certification service for latest AS9100 Standard released by IAQG.
- 7) Certification body shall conduct audit and certify the entity as per the mutually agreed schedules maintaining the timeline given in para 5.
- 8) Certification fee and Certification audit man-day fee will be paid after the completion of the certification Audit as per para 5.
- 9) Surveillance Audit fee will be paid after completion of each Surveillance Audit.
- 10) Outstation Travel, Local travel, stay and other incidental expenses of auditors to be borne by certification body.
- 11) Payments will be made after completion of each stage against invoice duly certified and approved by Head, QMS Program, URSC as per para 5.
- 12) Invoices to be submitted along with the audit report to Head, QMS Program, URSC, HAL Airport Road, Bangalore-560 017.
- 13) Point to point compliance of above Sl. No. 1) to Sl. No. 7) terms and conditions with evidences as per the annexure A, wherever required must be provided by the Certification body; otherwise, quote will not be considered.

## 8. Compliance Matrix by the party

Sl. No.	Terms and condition	Compliance	Remarks, if any
1	The quoted rates should be valid for the entire valid period of the purchase order. (For 2 cycles /6 years)	Agreed/ Not Agreed	
2	The Certifying Body must provide NABCB or ANAB or UKAS accredited AS9100 QMS certificate to URSC. (Attach supporting document)	Agreed/ Not Agreed	
3	Only those Certifying Bodies / agencies need to quote who have issued at-least two or more than two AS9100D certificates to aviation/ space/ defense companies with staff strength of more than 500. (attach at least two AS9100D certificates issued)	Complied/ Not-complied	
4	No. of Aerospace Experienced Auditors (AEA) with certification Body. (attach list of AEA)	Complied/ Not-complied	
5	Certification body should be directly accredited by ANAB or UKAS or NABCB. (attach Evidence)	Complied/ Not-complied	
6	Certification body will provide the certification service for latest AS9100 Standard released by IAQG	Agreed/ Not Agreed	
7	Certification body shall conduct audit and certify URSC as per Service Delivery Timeline given in para 5.	Agreed/ Not Agreed	
8	Outstation Travel, Local travel, stay and other incidental expenses of auditors to be borne by certification body.	Agreed/ Not Agreed	
9	Certification fee and Certification audit man-day fee will be paid after the completion of the certification Audit.	Agreed/ Not Agreed	
10	Surveillance Audit fee will be paid after completion of each Surveillance Audit.	Agreed/ Not Agreed	
10	Payments will be made after completion of each stage against invoice duly certified and approved by Head, QMS Program, URSC.	Agreed/ Not Agreed	

(Authorised signature with stamp)