

INSPECTION AGREEMENT

Revision History

Issue No.	Date	Reason for Revision
01	---	Original issue (uncoded document "INSPECTION AGREEMENT.docx")
02	05-07-2026	Brought into the controlled-document numbering system as BQC/INS/02; Clause 5 (Confidentiality) strengthened to a legally enforceable, two-way obligation covering advance notification where disclosure is compelled by law and confidentiality of third-party-sourced information (ISO/IEC 17020:2012 clauses 4.2.1-4.2.3); Clause 2 expanded to cover documentation of contractual conditions per work order (clause 5.1.5).

This Inspection Agreement ("Agreement") is made on this ____ day of _____ 20__

BETWEEN

BUREAU OF QUALITY CERTIFICATION (BQC), 109 Anupam Bhawan, Azadpur, Delhi - 110033, India, registered under the Registrar of Societies, Govt. of NCT of Delhi with Registration No. S/1473/SDM/NW/2012 dated 16 November 2012, hereinafter referred to as "BQC",

AND

M/s _____, having its address at _____, represented by its Authorized Representative _____, Designation _____, hereinafter referred to as the "Client".

BQC and the Client are collectively referred to as the "Parties".

1. PURPOSE

This Agreement defines the terms and conditions under which BQC shall provide inspection services to the Client in accordance with ISO/IEC 17020:2012, applicable statutory and regulatory requirements, and relevant NABCB accreditation conditions.

2. SCOPE OF INSPECTION AND CONTRACTUAL CONDITIONS

2.1 Inspection services shall be carried out under the relevant NABCB-approved scope sector(s) applicable to the Client's products/processes, as set out in BQC's Scope of Accreditation (BQC/MS/03).

2.2 The specific contractual conditions applicable to each individual assignment -- including the detailed scope, applicable standards and, where relevant, destination-country standards, inspection stage(s), methodology, site(s), fees, and timelines -- shall be established through contract review (BQC/INS/12) and defined in the Work Order / Inspection Plan / Quotation issued for that assignment. Upon written acceptance by the Client, that Work Order / Inspection Plan / Quotation shall form part of, and be read together with, this Agreement.

3. OBLIGATIONS OF BQC

BQC shall: a) Perform inspection activities impartially, independently, and professionally. b) Deploy competent and authorized inspection personnel. c) Maintain confidentiality of all information obtained during inspection, as

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further defined in Clause 5. d) Issue an Inspection Report based solely on objective evidence observed during inspection. e) Inform the Client of any significant changes affecting inspection requirements.

4. OBLIGATIONS OF THE CLIENT

The Client shall: a) Provide access to facilities, personnel, documents, and records necessary for inspection. b) Ensure safe working conditions at the inspection site. c) Provide complete and accurate information relevant to inspection activities. d) Make timely payment of agreed inspection fees. e) Not misuse, alter, or misrepresent the Inspection Report issued by BQC.

5. CONFIDENTIALITY

5.1 All information and documentation obtained or generated by BQC in the course of providing inspection services under this Agreement, and all information provided by the Client to BQC, shall be treated as confidential by both Parties ("Confidential Information"), except information that is already in the public domain or that the Client has been informed will be made public.

5.2 BQC shall not disclose Confidential Information to any third party without the prior written consent of the Client, except where disclosure is required by law, by a court or a regulatory/statutory authority, or by NABCB/accreditation bodies for the purpose of accreditation, surveillance, or witness assessment.

5.3 Where BQC is compelled by law, regulation, or other binding authority to disclose confidential information, BQC shall, unless prohibited by law from doing so, give the Client advance notice of the information to be disclosed, to the extent practicable before such disclosure is made.

5.4 Information about the Client obtained by BQC from a source other than the Client (e.g. a complainant, regulatory authority, or other third party) shall likewise be treated as confidential; the identity of that third-party source shall not be disclosed to the Client without the consent of the third party concerned, except as required by law.

5.5 The Client shall equally maintain the confidentiality of BQC's proprietary methods, checklists, reports (other than its own), and internal procedures made available to it in the course of this Agreement.

5.6 The obligations of confidentiality under this Clause 5 are legally enforceable on both Parties and shall survive the termination or expiry of this Agreement.

6. IMPARTIALITY

BQC is committed to safeguarding impartiality in all inspection activities. Any identified conflict of interest shall be evaluated and appropriately managed to ensure objectivity.

7. FEES AND PAYMENT

Inspection fees and applicable taxes shall be as per the accepted quotation or work order. BQC reserves the right to withhold issuance of inspection reports in case of non-payment.

8. LIMITATION OF LIABILITY

BQC's liability is limited to the inspection services performed. The Inspection Report represents findings at the time of inspection only. BQC shall not be responsible for subsequent changes in product, process, or conditions.

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9. USE OF INSPECTION REPORT

The Inspection Report shall be used only for the purpose for which it is issued. The Client shall not reproduce or publish the report in a misleading manner, reproduce it other than in full, or make false claims regarding accreditation status.

10. COMPLAINTS AND APPEALS

Complaints or appeals related to inspection activities may be submitted in writing to BQC and shall be handled in accordance with BQC's documented Complaints and Appeals procedure (BQC/SOP/16) and recorded on BQC/INS/07.

11. TERMINATION

Either Party may terminate this Agreement by written notice. Termination shall not affect obligations accrued prior to termination, including the confidentiality obligations of Clause 5.

12. GOVERNING LAW

This Agreement shall be governed by the laws of India. Any disputes shall be subject to the jurisdiction of competent courts in Delhi.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

For BUREAU OF QUALITY CERTIFICATION (BQC)	For Client Organization
Name:	Name:
Designation:	Designation:
Signature:	Signature:
Date:	Date:
Seal:	Seal:

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