

<b>Proposal For System Certification</b>			
<b>体系认证合同</b>			
GT002, rev. 9	Document # F101-5-IATF-CN	Release Date: 1/March/2024	Page 1 of 6

联系人:	张慧	合同号:	A2024ZZJL123	日期:	2024.12.05
Contact person:	Zhang Hui	Ref No:	A2024ZZJL123	Date:	Dec 05,2024
客户名称:	长春光华荣昌汽车部件有限公司				
Client Name:	Changchun Goldrare Automobile Parts Co., Ltd.				
地址:	中国吉林长春汽车经济技术开发区富奥大路 1952 号 A1 号库南	邮编:			
Address:	South of A1 Warehouse, No.1952, FuaO Road, Changchun Automobile Economic and Technological Development Zone, Jilin Province, P. R. China	Zip:			
电话 Tel.:		传真 Fax.:		手机	17611610928
邮件 Email:	cstj@bjghrc.com				

尊敬的客户:  
Dear Client,

非常感谢您选择 Intertek 作为您管理体系的认证公司。我们期待能与您一起合作完成认证注册工作。  
Thank you for considering Intertek as your management systems certification body. We look forward to working with you and your company as you seek to achieve your certification.

选择 Intertek, 意味着您选择了一家在全球具有悠久历史和丰富经验的认证公司。我们拥有专业、客观、公正且对各行业都经验丰富的审核员团队, 同时我们的每一位员工都是以满足客户需求, 让客户满意为宗旨。相信我们一定能为贵公司提供专业、有效的认证流程。

By choosing Intertek, you are getting one of the oldest and most experienced certification bodies. Our auditors are knowledgeable, objective, and experienced in your industry. And, our staff's goal of complete customer satisfaction means we are ready to accommodate your needs. For these reasons and more, we can make the certification process as efficient as possible for your company.

如果您对这份报价书有任何疑问, 请随时与我们下方的销售代表进行联系。

If you have any enquiries about this proposal, please feel free to contact our sales representative with below information.

销售代表 Sales Representative: 刘佳佳  
电话 Telephone: +86 13410766612  
电子邮箱 Email address: Jessie.jj.liu@intertek.com

我们期待成为您的战略合作伙伴。

We are looking forward to working with you as a strategic partner.

备注: 按照 Intertek 体系认证的要求, 所有的受审核方应确保每年至少完成一次完整的管理评审和内部体系审核。不能满足此要求可能导致在随后的年度监督审核中不符合的产生。

Remark: As required by Intertek System Certification, all auditees shall ensure the complete management





review and complete internal audit have to be implemented at least once per year. The non-conformity maybe needs to be issued during the following annual surveillance assessment due to not fulfill such requirement.

**以下是相关报价 The following is a quotation for the services you requested:**

认证标准 Standard/Audit Criteria: IATF 16949:2016  
 认证方 Certification Body: Intertek  
 认可机构 Accreditation(s): IATF  
 认证范围: 座椅总成的设计和制造。  
 Scope of certification: Design and Manufacture of Seat Assembly.  
 EAC 代码: 22  
 NACE 代码: 29.3  
 Number of Employee 员工人数: 31 人+RSL(4 人)  
 Surveillance frequency 监督审核频率: Annual 12 months  
 其他 Others:

**Site(s) information for Multisite scheme 多场所方案 (各) 现场信息:**

	Site Address (现场地址)	Scope of certification (认证范围)	Number of Employee (员工人数)
1	South of A1 Warehouse, No.1952, Fuao Road, Changchun Automobile Economic and Technological Development Zone, Jilin Province, P. R. China 中国吉林长春汽车经济技术开发区富奥大路 1952 号 A1 号库南侧	Design and Manufacture of Seat Assembly. 座椅总成的设计和制造。	31
2	Beijing Goldrare Automobile Parts Co., Ltd. 北京光华荣昌汽车部件有限公司 Room 101, Floor 1-3, Building 9, No. 600, Beiliu Village, Changping District, Beijing, 102204, China, 北京市昌平区北流村 600 号院 9 号楼 1 至 3 层 101, 102204	Support Functions 支持职能: Sales, Contract Review, Product Design, Process design, Testing, Supplier management, Internal Audit Management, Management Review, Policy Making, Quality System Management, Strategic Planning 销售、合同评审、产品设计、过程设计、测试、供应商管理、内部审核管理、管理评审、方针制定、质量管理体系、战略策划	4
3			

**此报价所涉及的第一次现场审核的类型 Audit type for the first visit in this quotation**

首次审核 Initial Audit (两阶段审核 Two Stages Audit)

在实施完第一阶段审核之后, 有可能根据审核结果调整第二阶段的审核人天以及审核日期  
 Duration and scheduling of the Stage II activity may be adjusted as a result of the Stage I activity.

转证审核 Transfer-Audit

It is the transfer review and surveillance activity which its validity is conditional to the validity of the certificate, including its eligibility for transfer, and the successful completion of the transfer process.

该转证评审以及监督审核活动是基于证书在有效期内, 适合转证且成功完成转证流程。

Re-assessment Audit 复评审核

第\_\_\_\_次监督审核 The No. \_\_\_\_ Surveillance Audit





1.1. 审核费用 Schedule of Audit fees:

<b>首次审核 Initial Assessment (IA): __4.5__ MDs</b>	
管理费 Admin fee:	RMB 2,000.00
预审 (可选择) Pre-Audit (optional)	RMB 免除
文审 Document Review :	RMB 免除
初审或一阶段 Initial or Stage I:	RMB 4,200.00
二阶段 Stage II:	RMB 14,700.00
增值税 VAT	RMB 1,254.00
纸质证书制作费 (中英文) Hard copy certificates fee:	RMB 免除
<b>首次审核总费用 Total fee for Initial Audit</b>	<b>RMB 22,154.00</b>
<b>第一次监督审核 Surveillance (S1): __2.0__ MDs</b>	
年度管理费 Annual Management Fee:	RMB 2,000.00
文件审核费 Document Review:	RMB 免除
监督审核费 Surveillance Audit Fee:	RMB 8,400.00
增值税 VAT	RMB 624.00
<b>第一次监督审核总费用 Total fee for Surveillance 1</b>	<b>RMB 11,024.00</b>
<b>第二次监督审核: Surveillance (S2): __2.0__ MDs</b>	
年度管理费 Annual Management Fee:	RMB 2,000.00
文件审核费 Document Review:	RMB 免除
监督审核费 Surveillance Audit Fee:	RMB 8,400.00
增值税 VAT	RMB 624.00
<b>第二次监督审核总费用 Total fee for Surveillance 2</b>	<b>RMB 11,024.00</b>
<b>备注 Comments:</b>	(例如是否是整合管理体系)

现场审核涉及的所有差旅费用 (包括但不限于地面和空中交通、餐饮、酒店等) Intertek 将以实际发生开具差旅费发票。差旅费发票开具所产生的增值税, 将由客户承担。作为低碳减排倡议机构, Intertek 将免费提供电子版中英文证书。如需纸质版, 请支付每套 200 元证书制作费。仅在客户没有欠费、认证状态正常的情况下, 证书有效性在中国国家认监委网站(<http://www.cnca.gov.cn/cnca/>)可查。

All travel expenses involved in on-site audits (including but not limited to ground and air transportation, catering, hotels, etc.) will be invoiced and charged based on actual expenses incurred. The value-added tax generated from invoice issuance will be borne by the customer. Intertek, as low carbon advocate, will provide electronic bilingual certificates freely. Additional certificates can be purchased for RMB 200 per one set of certificates (EN & CN). When there is no failure of the Client to pay Intertek any sum due or maintain compliance with certification requirement. The annual validity of the certificate can only be checked through the website <http://www.cnca.gov.cn> of CNCA in China.

一些无法预料情况的发生可能会需要额外服务以完成调查 (特殊审核), 包含以下任意情况:

Unforeseen circumstances may occur which would require additional services related to investigative activities (special audits). Special audits could occur for any of the following;

- 绩效投诉的调查 investigation of performance complaints
- 客户质量管理体系变化 changes to clients QMS





- 客户现场的明显变化significant changes at the client's site
- 证书暂停result of a suspended certificate
- 验证严重不符合项纠正措施的有效实施verify the effective implementation of identified corrective actions for major nonconformities
- 验证针对视为开放但100%解决的不符合识别的纠正措施的有效实施verify the effective implementation of identified corrective actions for nonconformities considered open but 100% resolved
- 验证为改进以达成客户绩效指标的纠正措施的实施to verify the implemented corrective actions are showing improvement in the achievement of the customer performance indicator(s);
- 证书注销as a result from a withdrawn certificate

此类型的调查审核将按照既定的审核费率加差旅费来收取，最少为一天。

Investigative visits of this type will be billed at your audit-day rate stated above with travel costs and based on a minimum of one day.

### **IATF16949 特殊要求 IATF16949 Additional Requirement**

#### **当发生以下任一变化，客户应通知 Intertek:**

The client shall notify Intertek of any of the following changes

- 法律地位，商业状态(如合资，与其他组织的分包状况)，所有权状态(如合并和收购)，组织和管理层(如主要管理、决策或技术人员)Legal status, commercial status (e.g. joint venture, sub-contracting with other organizations), Ownership status (e.g. mergers and acquisitions), organization and management changes (e.g., key managerial, decision-making, or technical staff) contact address or location
- 获得认证的质量管理体系运作范围，IATF 整车厂的客户特殊状态 Scope of operations under the certified management system, IATF OEM customer special status
- 转换到新的 IATF 认可的认证机构 Transfer to a new IATF-recognized certification body.

注：未成功通知 Intertek 变化的将视为违反认证协议并将导致严重不符合项。

Note: Failure to inform Intertek of a change is considered a breach of the certification agreement and may result in the issuance of a major nonconformity.

#### **客户必须同时符合以下 IATF 规则:**

The client must also comply with the following IATF Rules

- 客户不能拒绝IATF对Intertek审核员的见证审核或Intertek内部见证审核员、IATF代表或其委托人员的进入到场。The client cannot refuse an IATF witness audit of Intertek auditors or the presence of an Intertek internal witness auditor or the presence of an IATF representative or their delegates
- 客户不能拒绝Intertek将最终审核报告提供给IATF。The client cannot refuse the request of Intertek to provide the final audit report to the IATF
- 与本认证相关的IATF的认证标志仅可出现在Intertek颁发的认证证书上。其他形式的使用，无论是否是分开的，都是不允许的。The only use of the IATF Logo related to certification is as displayed on the certificate issued by Intertek, any other use of the IATF Logo, separately or not, is prohibited
- 咨询顾问不能在审核过程中出现在客户现场或以任何方式参与审核。Consultants cannot be physically present at the client's site during the audit or participate in the audit.
- 如转换到其他认证机构，本合同将仅有效至转换到其他IATF认可的机构所有活动完成时。In the event of a transfer to another certification body this contract is valid until all transfer activities to the new IATF recognized certification body are completed


### **客户承诺 Commitment of company**

客户获得认证后应持续保持其管理体系有效运行,并遵守认证认可相关法律法规，协助认证监管部门的监督检查，对有关事项的询问和调查如实提供相关材料和信息。在获得认证后发生以下情况时，客户应及时向认证机构通报：

The client shall ensure continuous effectiveness of its management system and obey with certification and accreditation related laws and legislative regulations, assist with surveillance check from governmental certification supervision sector and respond truthfully to any inquiry and investigation in this regard with required materials and information. In below circumstance, the client shall notify certification body in time;

①客户及相关方有重大投诉。





Major complaints received from the customer and interested parties

②生产的产品或服务被执法监管部门认定不符合法定要求。

Products or service determined by supervision department to be in compliance with legal requirements.

③发生产品或服务的质量安全事故。

Quality safety accident occurred with regard to products or service

④相关情况发生变更，包括：法律地位、生产经营状况、组织状态或所有权变更；取得的行政许可资格、强制性认证或其他资质证书变更；法定代表人、最高管理者、管理者代表变更；生产经营或服务的工作场所变更；管理体系覆盖的活动范围变更；管理体系和重要过程的重大变更等。

Changes including legal status, manufacturing and business status, organizational status or ownership changes, changes to administrative permission qualification, compulsive certification or other qualification changes, legal representatives, top management, management representative change, changes to manufacture, business or service site or location, scope change for activities covered by management system; other significant changes to the system or major processes.

⑤出现影响管理体系运行的其他重要情况。

Other major circumstance influenced management system operation.

## 2. 付款信息 Payment information

### 2.1. 付款方式 Payment Schedule

请在现场审核前 7 个工作日支付当年的审核费用和年费；差旅费请在现场审核结束后支付。审核结束后 2 个月客户仍处于欠费状态的，Intertek 将有权暂停其认证证书使用并通报相关方。超过 4 个月仍欠费的，Intertek 将有权采取注销证书的行动。

Please pay the audit fee and annual fee to Intertek before 7 working days of on-site audit; Other travel expenses and local conveyance etc. shall be paid after on-site audit. For the client delinquent for over 2 months after completion of audit, Intertek has the right to suspend its certificate use and notify relevant parties. For the client delinquent for over 4 months, Intertek has the right to withdraw the certificate.

### 2.2. 取消费用 Cancellation Fees

在认可的要求下，Intertek 将和您共同确定审核日期，如果您不能在审核前 5 天通知 Intertek 变化的审核时间，Intertek 将向您收取审核员的误工人天费。

INTERTEK and you will mutually agree on a date for each activity per accreditation requirements. If you cancel any of the above without a Five (5) day notice, you may be billed for incurred auditor downtime.

### 2.3. 发票 Invoicing

发票会在审核结束后开具。

Invoicing will be done upon completion of each activity. Our charges become payable when the invoice is issued.

## 银行帐号信息 Intertek Bank Account Information

Company name: 上海天祥质量技术服务有限公司

Bank name: 美国银行上海分行

Bank number: 10717034003

作为对该报价的接受，请在下方签字，并回复给我们。签署本合同，即收悉并确认《认证协议》、《天祥标准服务条款(中国，中文)》及附录的内容。

To accept this proposal, please sign this document below and return to your Account Manager/main contact.

Signature of this proposal acknowledges receipt of and incorporates the elements of the Certification Agreement, Terms and Conditions and applicable annexes





Yours Sincerely,

上海天祥质量技术服务有限公司  
Intertek Testing Services Ltd., Shanghai

Intertek 代表签字:

Intertek Rep. Signature:  
总经理 General Manager  
体系认证部  
Business Assurance



2024.12.5

日期 Date:

电话 Tel.: 86 21 53397729  
传真 Fax: 86 21 53397745  
邮箱 Email: [sc.china@intertek.com](mailto:sc.china@intertek.com)  
地址: 上海市静安区场中路 1988 弄 15/16 号 2 楼  
邮编: 200435

Add.: Floor 2, No.15&16, Lane 1988, Changzhong Road, Shanghai, P. R. China

Accepted by:

长春光华荣昌汽车部件有限公司  
Changchun Goldrare Automobile Parts Co., Ltd.

客户代表签字:

Client Rep. Signature:  
职位 Title

田冬艳

2024.12.5

日期 Date:

电话 Tel.: 86 17611610928  
传真 Fax: 86  
邮箱 Email: [cstj@bjghrc.com](mailto:cstj@bjghrc.com)  
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