



Electrical Research and Development Association
Post Box No. 760, ERDA Road, Makarpura Industrial Estate, Vadodara - 390010, India.

CONTRACT/AGREEMENT FORM FOR CALIBRATION

- 1) Name and Address of Customer Organization :

- 2) Customer reference letter :

- 3) I) Detailed specification of samples
 - Name:
 - Make :
 - Model No./Type No.:
 - Range :

 - Accuracy:
 - Serial No.:
 - Resolution:
 - Identification No:
 - Quantity:
- II) Accessories submitted with sample (if any):

- 4) Calibration Range/Points required to be calibrate :
(Please attach separate sheet if necessary)

- 5) Suggested Recalibration Interval : _____ Months

- 6) All lamps received for calibration are aged :
at our end (if applicable)

- 7) To be filled by ERDA
 - i) Range of Lab :
 - ii) Capability of Lab :

- 8) ERDA calibration procedure followed :

- 9) Sample received in physically good condition : Yes/No

- 10) Is statement of conformity (status of calibration) required in the certificate ? ☐ Yes ☐ No
 - a) If No, then calibration status will not be given.

 - b) If yes, please select decision rule for statement of conformity as applicable;
 - ☐ 1a) Statement of conformity (status of calibration) will be based on the tolerance, mentioned in the Standard specification (wherever applicable) and Measurement Uncertainty to be considered for decision on compliance, ERDA calculated Measurement Uncertainty at confidence level of approximately 95% will be acceptable.

OR

- ☐ 1b) Statement of conformity (status of calibration) will be based on the tolerance specified by the customer and Measurement Uncertainty to be considered for decision on compliance. ERDA calculated Measurement Uncertainty at confidence level of approximately 95% will be acceptable.

(Decision criteria cannot be changed after preparation of work order)

Terms & conditions:

1. ERDA is responsible, through legally enforceable commitments for the management of all information obtained or created during the performance of testing/calibration activities. ERDA will inform, in advance, of the information it intends to place in the public domain, except for information that the Customer makes publicly available, or when agreed between the ERDA and the Customer (e.g. for the purpose of responding to complaints). All other information is considered proprietary information will be regarded as confidential.
2. ERDA ensures that, whenever required by law or authorized by contractual arrangements to release confidential information of customer or individual concerned, unless prohibited by law, information is provided only after notifying the customer.
3. Information about the customer obtained from sources other than the customer (e.g. complainant, regulators) is treated as confidential between the customer and ERDA. The provider (source) of this information is kept confidential to the ERDA and will not be shared with the customer, unless agreed by the source.
4. ERDA will keep all information confidential except it provides the calibration certificate verification service for the authenticity of the certificate received against the written request received from utilities, government organizations, PSUs etc.
5. Calibration of sample will be initiated after submission of these details and payment.
6. All possible care will be taken in handling the sample, but the risk of damages in transit or during testing rests with the client. ERDA will not be responsible for any damage to the samples during loading, unloading, shifting and testing or due to acts of God like fire, accidents, storms, earthquakes etc.
7. ERDA will not be responsible if a calibration has to be postponed because of non-availability of power, malfunctioning of the equipments etc.
8. In case of any dispute, the decision of the Director, ERDA shall be final.
9. In case of any dispute, Vadodara will be the exclusive jurisdiction & shall be construed as where the cause has arisen.
10. Acceptance of terms & conditions must be communicated by the customer to ERDA within 7 days. If the same is not received within 7 days, it will be presumed that ERDA's terms & conditions are acceptable to the customer.
11. Calibrated samples must be removed from ERDA's campus within 30 days from date of issue of test report. In case of samples are not removed within 30 days, applicable demurrage will be charged for next 30 days and thereafter sample will be disposed off at the risk of customer.
12. The details mentioned above are correct to best of my knowledge & belief. I abide by the same, and understand its importance. I fully agree upon for no change whatsoever from our side & request to proceed for testing as per allotted schedule.

☐ I agree the terms and conditions

Gate Inward Number & Date _____

Signature of Customer's Representative

Name : _____
Designation : _____
Email : _____
Mobile : _____
Date : _____

Signature of *ERDA/CRM's Representative

Name : _____
Designation : _____
Date : _____

* ERDA for site calibration only