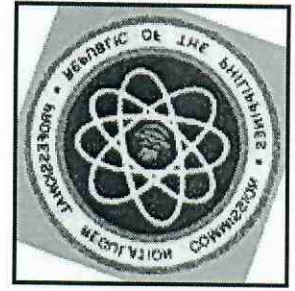




Bids and Awards Committee

Republic of the Philippines
 Professional Regulation Commission
 P. Paredes St., Sampaloc, Metro Manila
 Tel.Fax: 310-0037



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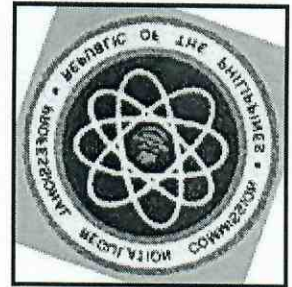
Section VII. Technical Specifications

Item	Specifications	Statement of Compliance
1.	<p>Expertise Required / Certification Team</p> <ol style="list-style-type: none"> The Certifying body must be accredited for ISO 9001:2015 certification activities by a national accreditation agency duly recognized by the Philippine government such as the Department of Trade and Industry. The certifying body shall provide its profile highlighting related projects in an agency of the national government, scope of work and implementation methodology. Curriculum vitae of the proposed certification team shall also be submitted before every audit. In order to avoid conflict of interest, certification bodies that have provided quality management system consulting services or anybody connected in any capacity with the bidding of ISO Certifying body within the last five (5) years, or site-specific auditor training within the prior two (2) years to a particular group/unit within the agency, shall not be contracted as a certification body for the agency. Note: Consulting refers to the provision of training on QMS documentation development, or assistance with implementation of quality management systems to a specific organization. Training that are open to the public, not organization specific, and held at a public forum is not considered as consulting. The certifying body shall include in the proposal the audit activities and a procedure for client appeals. If resolutions on good terms for disputes between the agency and the certification body cannot be made, the agency shall be afforded the right to lodge appeals about the decision of the audit team thru the accreditation body. Independently from this, the legal path is open to both parties. All information reviewed and recorded by the certification body audit team would be treated on the strictest confidence at all times. The certifying body shall adhere to the agreed scope of work / deliverables which were prior approved by the agency's selection committee. 	



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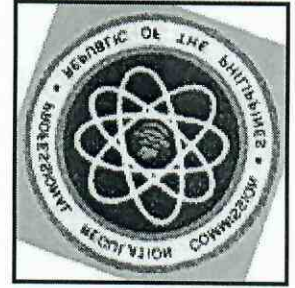
ELIEZER C. LEYCO
 Member

	<p>7. The certifying body audit team shall provide a full support on the operations audited consistent with the content of the approved scope of work / deliverables to the agency at the end of each initial, surveillance and re-certification audits unless otherwise agreed by the agency.</p> <p>8. The certifying body should be accredited for the relevant scope(s) of the agency. Its audit teams, including surveillance, shall satisfy the following:</p> <p>a. Consists of qualified auditors to conduct audits in the name of certification body;</p> <p><i>Note: The audit team may use external experts on the specified QMS process scope as necessary.</i></p> <p>b. At least one team member shall have relevant public sector specific experience for all relevant ISIC codes (For PRC, L75 Public Administration. Please refer to http://unstats.un.org/unsd/cr/registry/regcst.asp?Cl=27), which apply to the scope of certification at that site;</p> <p>c. Have team members with actual hand-on experience on the QMS Process Scope particularly on provision of licensing and regulatory services (please specify required experiences relative to the QMS scope so that the auditors can relate to the QMS processes being audited);</p> <p>d. No member of the audit team should have provided consultancy for the agency in the last five (5) years prior to the audit;</p> <p>e. At least one auditor of the initial team should participate in all audits of the three-year audit cycle. For each subsequent audit cycle, different auditors should be used; and</p> <p>f. Replacement of any team shall require prior written approval from the agency.</p> <p>9. The certifying body audit team shall abide with the auditing principles, terminologies and guidelines as specified in the ISO 19001:2002 – Guidelines for quality and/ or environmental management systems auditing.</p>	
<p>2.</p>	<p>Scope of Work</p> <p>The Certifying Body is expected to provide the following services:</p> <ol style="list-style-type: none"> 1. Certification Audit (give tentative date – mm/yy) <ul style="list-style-type: none"> ➤ Prepare and submit certification audit plan. 2. Issuance of ISO 9001:2015 Certificate valid for 	



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	<p>three (3) years</p> <ul style="list-style-type: none"> ➤ Conduct Certification Audit; and ➤ Prepare and submit audit report detailing observations, opportunities for improvement and any non-conformity to ISO 9001:2015 standards or on documented procedures and suggestions on how to address at the end of the on-site audit <p>3. Surveillance Audit for the 2nd Year</p> <p>4. Surveillance Audit for the 3rd Year</p>	
<p>3.</p>	<p>Engagement Fee</p> <p>Cost of engagement of the certifying body shall be based on agreed contract between the two parties. Payments shall be based on the completion of the following activities as evidenced by the submission and acceptance of the required deliverables for the identified business process.</p> <ul style="list-style-type: none"> ➤ Certification Audit (Budget Amount – please give range) ➤ Issuance of ISO 9001:2015 Certificate (valid for three years) ➤ 2nd and 3rd year Surveillance Audit 	

1. Compliance with the statements must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate.
2. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection.
3. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1 (a) (ii) and/or GCC Clause 2.1 (a) (ii).

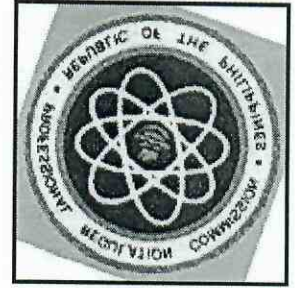
**ACKNOWLEDGMENT AND COMPLIANCE
 WITH THE TERMS OF REFERENCE FOR THE
 ENGAGEMENT OF A CERTIFYING BODY FOR A THIRD PARTY AUDIT CERTIFICATION
 UNDER ISO 9001:2015 QUALITY MANAGEMENT SYSTEM**

 SIGNATURE OVER PRINTED NAME
 OF AUTHORIZED REPRESENTATIVE,
 DESIGNATION AND PRINTED NAME OF COMPANY



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TERMS OF REFERENCE

PROJECT NAME/TITLE: ENGAGEMENT OF A CERTIFYING BODY FOR A THIRD PARTY AUDIT CERTIFICATION UNDER ISO 9001:2015 QUALITY MANAGEMENT SYSTEM FOR THE CENTRAL OFFICE AND THREE (3) REGIONAL OFFICES OF THE PROFESSIONAL REGULATION COMMISSION.

I. BACKGROUND/RATIONALE

To demonstrate the Professional Regulation Commission's (PRC) commitment to quality and customer satisfaction, as well as continuously improving the agency's operation, PRC has been tasked to develop its Quality Management System (QMS) towards ISO 9001:2015 Certification pursuant to Executive Order No. 605, series 2007, and DOLE Memorandum Order MO-42-161 series of 2013. The Program Committee on QMS-ISO 9001:2015 which was created in 2014 has already drafted and presented the work and financial plan to meet PRC's target date of Certification by end of August 2019. The project pertains for the PRC Central Office and Three (3) Regional Offices in the cities of the National Capital Region, Baguio and Cebu.

Training courses on ISO 9001:2015 and IQA requirements were conducted by consultants engaged by PRC. After going through the ISO Certification roadmap and considering the time constraints, PRC needs the services of a competent Certifying Body for a Third Party Audit certification under ISO 9001:2015 Quality Management System for the PRC Central Office and Three (3) Regional Offices of the Professional Regulation Commission.

OBJECTIVE

This specific Term of Reference (TOR) aims to engage a Certifying Body towards ISO 9001:2015 Certification of the PRC Central Office and Three (3) Regional Offices of the Professional Regulation Commission to continuously improve its Quality Management System.

II. INTRODUCTION

The Professional Regulation Commission wishes to engage the services of a Certifying Body that will conduct a Third Party Audit certification under ISO 9001:2015 Quality Management System for the PRC Central Office at its principal office address at P. Paredes St., Sampaloc, Manila and the Philippine International Convention Center (PICC), and Three (3) Regional Offices of the Professional Regulation Commission in the cities of the National Capital Region, Baguio and Cebu.

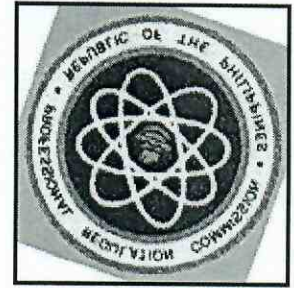
The ISO 9001:2015 Standards will be adopted and implemented by PRC to serve as the foundation in the attainment of its quality objectives. Complying with said standards shall increase operational efficiency and productivity of PRC as work responsibilities and processes will be clearly defined, transparent, guided





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and controlled.

Specific requirements pertaining to the design and development as stated in Clause 7.3 of ISO 9001:2015 Standards Quality and Management Systems (QMS) are excluded in the PRC QMS since the said activities are not applicable to PRCs processes.

Accordingly, these Terms of Reference (TOR) are intended to convey the services and obligations required of the certifying body.

III. DEFINITION OF TERMS

For purpose of this TOR, the following terms or words shall mean:

- 3.1 ISO- International Organization for Standardization
- 3.2 ISO 9001:2015 – is the latest update of the ISO 9000 series of standards, to be applied for PRC to promote continual quality management system improvement to achieve customer satisfaction.
- 3.3 Professional Regulation Commission – is the agency of the national government tasked to conduct licensure examinations administered by the forty three (43) Professional Regulatory Boards with its principal office address at P. Paredes St. Sampaloc, Manila, and with its frontline services at the Philippine International Convention Center (PICC).
- 3.4 PRC – Professional Regulation Commission
- 3.5 ROs – the three (3) Regional Offices in the cities of the National Capital Region, Baguio and Cebu.
- 3.6 Professional Regulatory Boards – the forty three (43) Regulatory Boards under the supervision and control of PRC which administer licensure examination under their respective jurisdiction and the eventual issuance of Certificate of Registration/Professional License to qualified and competent successful examinees and registrants without examination.
- 3.7 PRBs – the forty three (43) Professional Regulatory Boards.
- 3.8 Quality Management System – a set of interrelated or interacting elements that will allow the PRC to establish its policy and objectives related to quality and to achieve those objectives.

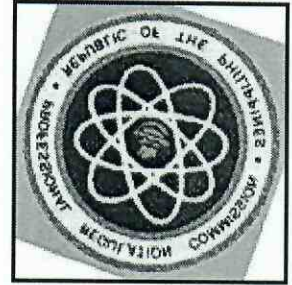
IV. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **ONE MILLION AND FIVE HUNDRED TWENTY SIX THOUSAND PESOS (P1,526,000.00)** INCLUSIVE OF ALL TAXES AND EXPENSES related to the performance of a Third Party Certification audit and two (2) surveillance audits. Payment shall be based on




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the completion of the agreed activities as evidenced by the submission and acceptance of the required deliverables, to wit:

- a. Certification Audit;
- b. Issuance of ISO 9001:2015 Certificate for the Central office and Three (3) Regional Offices; and
- c. 2nd and 3rd year Surveillance Audits for the Central office and Three (3) Regional Offices.

Final proposal in excess of the ABC shall automatically be rejected.

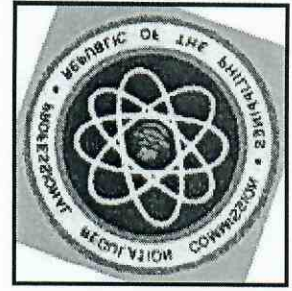
VI. SCOPE AND COVERAGE OF SERVICE

- .1 The 3rd Party Certification Audit under ISO 9001:2015 Standards should ensure PRC's compliance to the requirements of the Quality Management System.
- .2 The 3rd Party Certification Audit shall cover the Quality Management System (QMS) of the Central office and Two (2) Regional Offices.
- .3 The Certification Body shall perform the following activities:
 - a. Prepare and Submit an Audit Plan for the QMS within five (5) calendar days from the signing of the Contract of Services and receipt of the Notice to Proceed.
 - b. Conduct of Stage 1 Audit (Assessment of PRC Manuals) of the Certification Audit of the QMS within seven (7) calendar days from the receipt of the Audit Plan by the Commission's QMR;
 - c. Conduct of Stage 2 Audit (On-site Audit) of the Certification Audit of the QMS within twenty (20) calendar days from the receipt of written notice from the Commission's QMR;
 - d. Submission of Audit Report detailing observations, opportunities for improvement and any non-conformity to ISO 9001:2015 standards or on documented procedures and suggestions on how to address at the end of the on-site audit.
 - e. Issue ISO 9001:2015 Certificate subject to the results of the Certification Audit within five (5) days from the receipt of corrective actions on findings and observations noted;
 - f. Conduct of a Surveillance Audit for the 2nd year; and
 - g. Conduct of a Surveillance for the 3rd year.



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- h. Provide full report on the operations audited within the content and approved scope of work/deliverables to the PRC within five (5) working days after each initial surveillance and re-classification audit unless otherwise agreed by the PRC.

The Report should include suggestions/recommendations on how to address audit findings and observations.

The following reports shall be provided, according to the services delivered:

- a. detailed report on the Certification Audit;
- b. detailed report after each surveillance and each re-certification audit;
- c. detailed report after each additional audit performed by the Certifying Body and agreed with the PRC; and
- d. whenever applicable, substantiated feedback on the PRC's responses to the outcome of any audit, in particular action plans drawn up in response to audit findings.

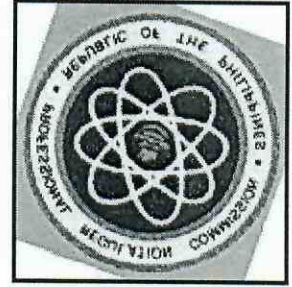
An audit report shall include at least:

- a. a summary of the activities performed;
 - b. a statement on the status of the management system of the PRC and the fulfillment of the applicable standard; and
 - c. a technical report with the details of the audit findings, substantiated by relevant objective evidence.
- .4 The Certifying Body shall adhere to the agreed scope of work/deliverables with the prior approval of the PRC.
 - .5 The Certifying Body shall provide in their audit activities a procedure for client appeals. If Resolutions on good terms for disputes between the PRC and the Certifying Body cannot be made, the PRC shall be afforded the right to lodge appeals about the decisions of the audit team to the management of the Certifying Body.
 - .6 At all times, the Certifying Body shall not be allowed to sub-contract its services to any other person or entities.
 - .7 Flexibility in the project schedule shall be allowed subject to the approval of PRC.



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VII. QUALIFICATIONS OF THE CERTIFYING BODY

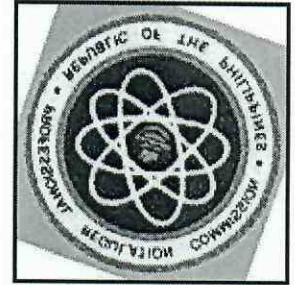
The Certifying Body must meet the following minimum qualifications:

- .1 Accredited for ISO 9001:2015 certification activities by a national accreditation duly recognized by the Philippine Government such as the Bureau of Products Standards (BPS) of the Department of Trade and Industry (DTI);
- .2 The Certifying Body must present its company profile and list of clients highlighted related projects, the scope of work and implementation methodology as reflected in the Curriculum Vitae of the proposed certification team. Included in the submission are the supporting documents e.g. certifications of the audit team members, as shown by its company profile;
- .3 The Certifying Body must have been in existence for the last five (5) years as evidenced by the SEC registration or DTI Certification, and have at least five (5) years ISO auditing experience;
4. To include in the proposal the audit activities and a procedure for client appeals. Any dispute which may arise between PRC and the Certifying Body shall be resolved amicably in good faith. However, PRC shall be afforded the right to lodge appeals about the decisions of the audit team through the accreditation body. Further, the parties are not precluded from resorting to any legal remedy that may be available to them; and
- .5 The Certifying Body must present proof that it has a good track record of certifying government agencies for quality management systems; and
- .6 The Certifying Body must submit a sworn statement attesting that the company, or any member of the audit/surveillance team, has not provided quality management system consulting services for PRC. Further, the Sworn Statement should also attest that the Certifying Body audit teams, including surveillance and re-certification audit, has:
 - a. At least one (1) Certified International Register of Certificated Auditors (IRCA) to conduct audits in the name of the Certifying Body;
 - b. At least one (1) audit team member must be certificated with the ISO 9001:2015 standards and Quality Management System requirements;
 - c. At least one (1) team member is with actual hands-on experience in auditing government services, particularly the Quality Management Systems (QMS) Process Scope;
 - d. At least one (1) team member shall have relevant public sector



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specific experience for all relevant ISIC codes (For PRC, L75 Public Administration);

- e. At least one (1) auditor of the initial team should participate in all audits of the three-year audit cycle; and
- f. At least two (2) members shall have a minimum of two (2) years ISO 9001:2015 auditing experience.

VIII. RESPONSIBILITIES OF THE CERTIFYING BODY

- a. Abide with the auditing principles, terminologies and guidelines as specified in the ISO 19001:2002 – Guidelines for Quality and/or Environmental Management Systems Auditing.
- b. Adhere to the agreed scope of work/deliverables approved by PRC.
- c. Provide a full report on the operations audited consistent with the content of the approved scope of work/deliverables to PRC at the end of each initial and surveillance audits unless otherwise agreed by PRC.
- d. All information reviewed and recorded by the Certifying Body audit team would be treated in the strictest confidence at all times.

IX. CONFIDENTIALITY AND IMPARTIALITY CLAUSE

- .1 Except with prior written consent from the PRC, the Certifying Body shall not at any time communicate to any person or entity any confidential information acquired in the course of the services, nor shall the Certifying Body make public the findings, observations, recommendations in the course of, or as a result of, the services.
- .2 The Certifying Body shall value the importance of impartiality in the certification on the system and shall use all reasonable efforts to manage possible conflicts of interest and ensure the objectivity of the certification process.

X. ENGAGEMENT FEE

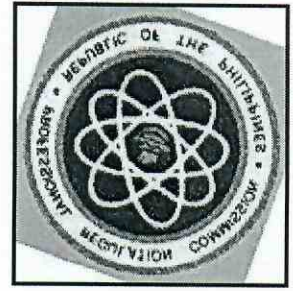
- .1 In consideration of the services to be performed by the Certifying Body, the PRC shall make to the former the payments which shall be made in Philippine currency for the following schedule:

Item	Deliverables	Schedule of Payment
1	Audit Plan	10% of the Approved Budget for the Contract



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2	Audit Report for Stage 1	10% of the Approved Budget for the Contract
3	Audit Report for Stage 2	10% of the Approved Budget for the Contract
4	ISO 9001:2015 Certificate	30% of the Approved Budget for the Contract
5	Surveillance Audit Report (2 nd year)	20% of the Approved Budget for the Contract
6	Surveillance Audit Report (3 rd year)	20% of the Approved Budget for the Contract
TOTAL		100%

.2 Payment shall be based on the completion of the activities as evidenced by the submission and acceptance of the required deliverables as identified in item no. 3.3.

.3 In order to protect the interest of the Philippine Government, the PRC may refuse payment when there is evident failure by the Certifying Body to comply with terms and conditions in the delivery services agreed hereto.

XI. VENUE OF THE AUDIT

The venue of the Audit is at its Principal Office address in Sampaloc, Manila, the front line services at the Philippine International Convention Center (PICC), and Three (3) Regional Offices in the cities of the National Capital Region, Baguio and Cebu.

XII. PERIODS OF DELIVERY

Delivery	Dates	Output
a. Issuance of the ISO 9001:2015 Certificate	Within 40 days from contract signing	ISO 9001:2015 Certification
b. Conclusion of the Surveillance Audit	Second Year	Renewal of ISO 9001:2015 Certificate
c. Conclusion of the Surveillance Audit	Third Year	Renewal of ISO 9001:2015 Certificate

XIII. PRE-BID CONFERENCE

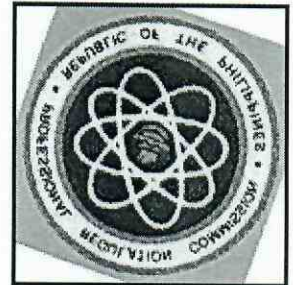
A Pre-Bid Conference shall be conducted on **May 28, 2019 at 10:00 o'clock in the morning at the BAC Conference Room, 4th Floor, Main Bldg., P. Paredes Street, Sampaloc, Manila**, to clarify and address the Bidders' questions on the requirements, terms and conditions and specification stipulated in the Bidding Documents.

Bidders are encouraged to attend the Pre-Bid Conference but their non-attendance shall in no way prejudice their Bid. The Bidders, however, are



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expected to know the changes and/or amendments to the Bidding Documents discussed during the Pre-Bid.

XIV. BID SECURITY

In lieu of a bid security as mentioned above and pursuant to Section 27.2 of the revised RA No. 9184, the bidder **may submit a Bid Securing Declaration** that is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the required performance security within ten (10) calendar days, or less, as indicated in the Bidding Documents, from receipt of the Notice of Award, and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as required in the guidelines issued by the GPPB.

XV. ELIGIBILITY CHECK

Prior to the opening of the Technical and Financial Bid, the Bidder must first pass the eligibility check. Only after a Bidder has satisfactorily passed the eligibility check with the Technical and Financial Bid be included in the Bid opening. A Bidder shall include its eligibility documents in a separate envelope marked "Eligibility Documents" and shall be submitted together with Technical and Financial Bid envelope on **June 11, 2019 at 10:00 in the morning** at the BAC Office, 4th floor Annex Bldg. P. Paredes Street, Sampaloc, Manila.

XVI. ELIGIBILITY DOCUMENTS

For purposes of determining the eligibility of bidders using the criteria stated in Section 23.5 of the Revised IRR of RA 9184, only the following documents shall be required by the BAC using the forms prescribed in the Bidding documents;

Class "A" Documents

1. Legal Documents PHILGEPS Certificate

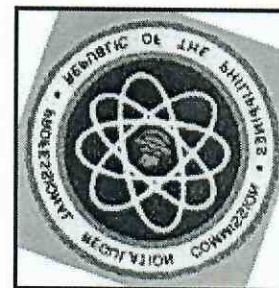
- a. PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with section 37.1.4 of the IRR;
- b. The statement of all ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
- c. The statement identifying Bidder's single largest completed contract similar to the contract to be bid must be within the period from **January 2015 up to the date of submission of bids.**

9



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The two statements required shall indicate, for each contract, the following:

- i. name of the contract;
 - ii. date of the contract;
 - iii. contract duration;
 - iv. owner's name and address;
 - v. kinds of Goods;
 - vi. For Statement of Ongoing Contracts- amount of contract and value of outstanding contracts;
 - vii. For Statement of SLCC – amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement;
 - viii. date of delivery; and
end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements.
- d. The bidder must have completed, within the period specified in the invitation to bid & ITB Clause 12.1 a (ii), a single contract that is similar to this project, equivalent to at least 50% of the ABC, which is P1,237,300.00. *For this purpose, similar contracts shall refer to contracts for the Engagement of a Certifying Body for a Third Party Audit Certification under ISO 9001: 2015 Quality Management System for the Central Office and Three (3) Regional Offices of the Professional Regulation Commission.*

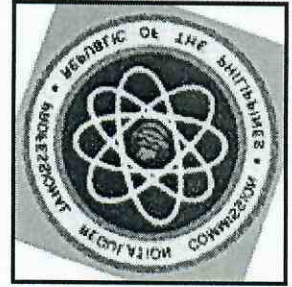
2. Technical Documents

- a. The statement of all completed government contracts shall include all such contracts within 2018 up to the deadline of the submission and opening bids;
- b. Statement of all ongoing government contracts, including contracts awarded but not yet started;
- c. Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals, as applicable, authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2.;
- d. Curriculum Vitae (CV) and copy of license/certificates of attendance/participation of the audit team in ISO training;
- e. Bid Securing Declaration;
- f. Acknowledgment and compliance with Sections IV of the Bidding Documents: the General Conditions and Special Conditions of Contract, respectively; (Sections IV and V of the Bidding Documents shall form part of the bidding documents to be submitted)
- g. Conformity with the technical specifications, as enumerated and specified in Sections VI, Schedule of Requirements, and VII, Technical Specifications, of the Bidding Documents; (Sections VI and VII of the Bidding Documents



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shall form part of the bidding documents to be submitted)

**Technical Specification shall be supported by submitting samples or evidence of such compliance.*

- h. Sworn Statement in accordance with Section 25.2 (a) (viii) of the IRR of RA 9184 and using the form prescribed in the Philippine Bidding Documents; and
- i. For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

3. Financial Documents

- a. Computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current Assets minus Current Liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

The values of the domestic bidder's current assets and liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their audited financial statement prepared in accordance with international financial reporting standards.

- 1. If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

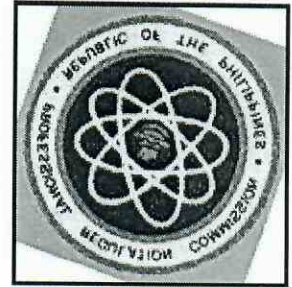
Class "B" Documents

- 1. Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, a duly notarized statement from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each



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partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

XVII. OTHER CONDITIONS

1. Prospective bidders must meet the minimum requirements as a Certifying Body as contained in item 4 hereof.
2. Prospective bidders shall submit an offer which provides for superior service and/or better terms and condition advantageous, and at no extra cost to PRC.
3. All bids shall be considered as fixed prices and not subject to price escalation during the contract of implementation.

XVIII. BIDDING DOCUMENT

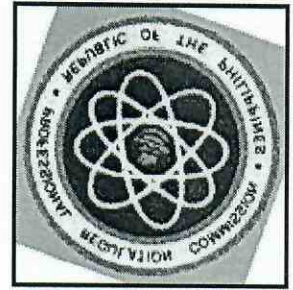
1. A complete set of Bidding Documents containing other information and instructions to bidders can be purchased by interested bidders at the BAC Office, 4th floor, PRC Annex Bldg. P. Paredes St., Sampaloc, Manila, and upon payment of a non-refundable fee in the amount of **Five Thousand Pesos (P5,000.00)**.
2. The Bidding Documents may also be downloaded at the following websites provided that the bidders shall pay the fee for the bidding documents upon submission of their bids.
 - a. PRC Website – www.PRC.gov.ph
 - b. PHILGEP – www.philgeps.net


ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
Chairman, Bids and Awards Committee



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ANNEX "A"

EVALUATION CRITERIA FOR THE PROCUREMENT FOR THE ENGAGEMENT OF A CERTIFYING BODY FOR A THIRD PARTY AUDIT CERTIFICATION UNDER ISO 9001:2015 QUALITY MANAGEMENT SYSTEM FOR THE CENTRAL OFFICE AND THREE (3) REGIONAL OFFICES OF THE PROFESSIONAL REGULATION COMMISSION.

SHORTLISTING

APPROVED BUDGET FOR THE CONTRACT: Php1,526,000.00

	Criteria	Rating in %	Score	Remarks
1	Firm's work experience on ISO 9001:2015 Certification	40		
2	Technical and Managerial Capacity to do additional work other than those currently being undertaken	30		
3	Firm's work experience on specific activities of the project on hand (completed and on-going projects other than information and data security certifying)	30		
	Total	100		