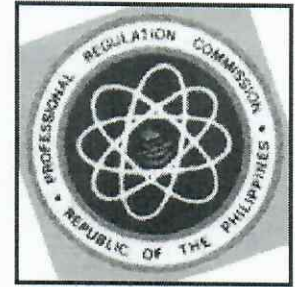




Bids and Awards Committee

Republic of the Philippines
 Professional Regulation Commission
 P. Paredes St. cor. N. Reyes St., Sampaloc, Metro Manila
 Facsimile: 310-0037 / email: prcbac2013@gmail.com

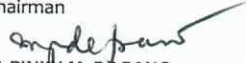



BID BULLETIN NO. 1
September 13, 2019

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ARISTOGERSON T. GESMUNDO
 Chairman

OMAIMAH E. GANDAMRA
 Vice-Chairman


MARIA PINKY M. DE PANO
 Member


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 Provisional Member, Non-IT Projects

RICHARD M. ARANIEGO
 Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
 Secretary

MARGIERY D. DULIN
 Member

CHRISTOPHER A. MAYO
 Member

LIEZEL F. BURAGA
 Member

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 Member

ELIEZER C. LEYCO
 Member

PROJECT:

ENGAGEMENT OF A CERTIFYING BODY FOR A THIRD PARTY AUDIT CERTIFICATION UNDER ISO 9001:2015 QUALITY MANAGEMENT SYSTEM FOR THE FOUR REGIONAL OFFICES OF THE PROFESSIONAL REGULATION COMMISSION - (ITB No. 2019-026)

Approved Budget for the Contract: Php1,629,200.00

Please be advised of the following modifications/amendments to the Bidding Documents.

1. ITB Clause No. 5.4 of Section III. Bid Data Sheet shall now read as follows:

| ITB Clause | |
|------------|--|
| 5.4 | The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1 (ii) , a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC. For this purpose, similar contracts shall refer to contracts for Engagement of a Third Party Audit Certification under ISO 9001 Series. |

2. Item No. 1 of Section VI. Schedule of Requirements shall now read as follows:

| Item # | Description | Schedule of Delivery |
|-----------|--|---|
| 1. | The Certifying Body is expected to provide the following services: Preparation and Submission of Certification Audit Plan for the PRC Regional Offices in the Cities of Iloilo, Davao, Legazpi, and Pagadian. The scope of audit shall be on the Licensing of Professionals and Regulating the Professionals. | Within Ten (10) calendar days from the receipt of Notice to Proceed |

3. Items Nos. 2 & 3 of Section VII. Technical Specifications shall now read as follows:

| Item # | Description |
|-----------|---|
| 2. | Scope of Work The Certifying Body is expected to provide the following services: 1. Certification Audit (give tentative date – mm/yy) ➤ Prepare and submit certification audit plan for the PRC Regional Offices in the Cities of Iloilo, Davao, Legazpi, and Pagadian. The scope of audit shall be on the Licensing of Professionals and Regulating the Professionals. |



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Member

| | |
|---|---|
| | <ol style="list-style-type: none"> 2. Issuance of ISO 9001:2015 Certificate valid for three (3) years to the PRC Regional Offices in the Cities of Iloilo, Davao, Legazpi, and Pagadian. <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 on-site audit 3. Surveillance Audit for the 2nd Year 4. Surveillance Audit for the 3rd Year |
| 3 | <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 is inclusive of all applicable expenses such as accommodation, transportation, and communication allowances – see attached Annex “A” for the Manpower Complement per Regional Offices) ➤ Issuance of ISO 9001:2015 Certificate (valid for three years) ➤ 2nd and 3rd year Surveillance Audit ➤ Logistics |

4. Item no. 4 of the Evaluation Sheet shall now read as follows:

| ELIGIBILITY DOCUMENTS |
|--|
| <p>4. 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 Php814,600.00 only. <i>For this purpose, similar contracts shall refer to contracts for Engagement of a Third Party Audit Certification under ISO 9001 Series.</i></p> |

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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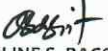


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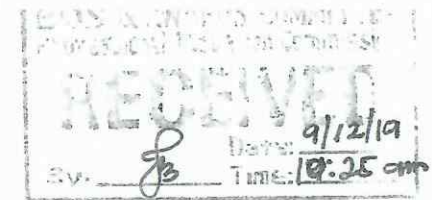
5. Please take note of the schedule of BAC activities:

- **Submission of Bids on or before September 24, 2019 / 10:00 AM at the BAC Office, 4th Floor, PRC Annex Building**
- **Opening of Bids: September 24, 2019/ 10:00 AM**
Venue: BAC Conference Room, 4th Floor, PRC Annex Building

Please be guided accordingly.


ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman

Annex "A"



**ISO CERTIFICATION FOR REGIONAL OFFICES
Certification Audits**

| REGIONAL OFFICE | | Stage 1 | Stage 2 | 1st Surveillance | 2nd Surveillance | TOTAL | Certification Fee (incl. of tax) | No of employees (as of Aug 31, 2019) | ESTIMATED BUDGET |
|-----------------|---|-----------|-----------|------------------|------------------|------------|----------------------------------|--------------------------------------|-------------------|
| ILOILO | No. of Auditor/s | 1 | 2 | 2 | 2 | | | | |
| | No. of Day/s (excl. of travel time) | 1 | 2 | 2 | 2 | | | | |
| | Transportation (P10,000/DAY/AUDITOR) (estimated budget) | 10,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | | | | |
| | Accommodation (1500/DAY/AUDITOR) (estimated budget) | 3,000.00 | 9,000.00 | 9,000.00 | 9,000.00 | | | | |
| | | 13,000.00 | 29,000.00 | 29,000.00 | 29,000.00 | 100,000.00 | 296,800.00 | 34 | 396,800.00 |
| LEGASPI | No. of Auditor/s | 1 | 2 | 2 | 2 | | | | |
| | No. of Day/s (excl. of travel time) | 1 | 2 | 2 | 2 | | | | |
| | Transportation (P10,000/DAY/AUDITOR) (estimated budget) | 8,000.00 | 16,000.00 | 16,000.00 | 16,000.00 | | | | |
| | Accommodation (1500/DAY/AUDITOR) (estimated budget) | 3,000.00 | 9,000.00 | 9,000.00 | 9,000.00 | | | | |
| | | 11,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 86,000.00 | 296,800.00 | 34 | 382,800.00 |
| DAVAO | No. of Auditor/s | 1 | 2 | 2 | 2 | | | | |
| | No. of Day/s (excl. of travel time) | 1 | 2 | 2 | 2 | | | | |
| | Transportation (P10,000/DAY/AUDITOR) (estimated budget) | 10,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | | | | |
| | Accommodation (1500/DAY/AUDITOR) (estimated budget) | 3,000.00 | 9,000.00 | 9,000.00 | 9,000.00 | | | | |
| | | 13,000.00 | 29,000.00 | 29,000.00 | 29,000.00 | 100,000.00 | 352,800.00 | 33 | 452,800.00 |
| PAGADIAN | No. of Auditor/s | 1 | 2 | 2 | 2 | | | | |
| | No. of Day/s (excl. of travel time) | 1 | 2 | 2 | 2 | | | | |
| | Transportation (P10,000/DAY/AUDITOR) (estimated budget) | 10,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | | | | |
| | Accommodation (1500/DAY/AUDITOR) (estimated budget) | 3,000.00 | 9,000.00 | 9,000.00 | 9,000.00 | | | | |
| | | 13,000.00 | 29,000.00 | 29,000.00 | 29,000.00 | 100,000.00 | 296,800.00 | 34 | 396,800.00 |

386,000.00 1,243,200.00

1,629,200