



Bids and Awards Committee
(Goods, Services and Consultancy Services)

INVITATION TO SUBMIT REQUEST FOR PROPOSAL

Project Number	RFP No. 76
Name of Project	3 rd Party Auditing (Certification and Two- Year Surveillance) of Benguet State University's ISO 9001:2015 Quality Management System
Project Location	Benguet State University- La Trinidad, Campus, La Trinidad, Benguet
Approved Budget for the Contract (ABC)	PhP. 400,000.00
Delivery Date	Contract Duration
Source of Fund	GAA 2024

I. Introduction

- A. The Benguet State University (BSU), through the Bids and Awards Committee (BAC), is inviting registered ISO Auditors with valid licenses to submit a proposal for 3rd Party Auditing for ISO: 9001:2015 Certification
- B. Interested Auditors should have experience in undertaking a project of similar nature within the last two (2) years prior to the opening of eligibility requirements and have key personnel available for the prosecution of the project.

II.

Deliverables	Terms of Payment
A. Certification Audit	
1. Review of the documentation of the QMS	15%
2. Certification Audit <ul style="list-style-type: none"> o Stage 1 o Stage 2 	35 %
3. Report Preparation	10%
4. Registration and Issuance of Certificate	
B. Annual Surveillance Audit	20%
1. First Surveillance <ul style="list-style-type: none"> o Surveillance Audit o Report Preparation 	



2. Second Surveillance o Surveillance Audit o Report Preparation	20%
--	-----

III. Eligibility Requirements

- Latest PhilGEPS Registration Number or Certificate
- Must be registered by the DTI as a Management System Certification Body
- DTI Registration
- Valid and Current Business Permit
- Valid Tax Clearance

IV. Deadline for Submission of Bids

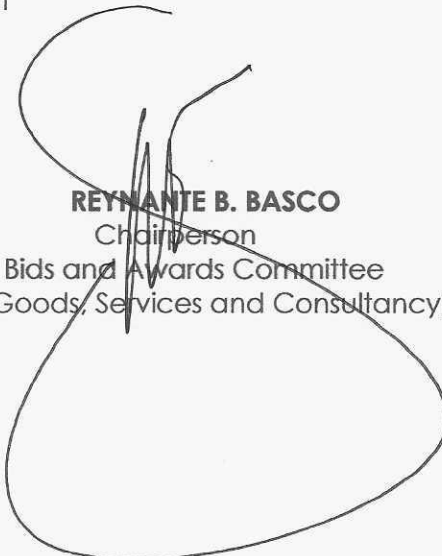
Proposals are to be submitted in a sealed envelope with certified photocopies of the eligibility requirements on or before February 20, 2024 (Tuesday), at 2:00 PM at the Procurement Management Office (PMO), 1st floor, Administration Building, Benguet State University, La Trinidad, Benguet.

For further information, please refer to:

DR. BEVERLY C. SA-AO

Director, Office for Quality Assurance and Accreditation

BAC Secretariat
Benguet State University- La Trinidad Campus
Email: procurement@bsu.edu.ph



REYNANTE B. BASCO
Chairperson
Bids and Awards Committee
(Goods, Services and Consultancy)