



Republic of the Philippines
ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
La Paz, Iloilo City

• Trunkline: (033)320-7190 • Telefax: (033)329-4274
• Website: www.isatu.edu.ph



DESCRIPTION	Approved Budget for the Contract (ABC) in the PHP
Procurement of ISO 9001:2015 Quality Management System (QMS) Re-Certification Services for one cycle (3 years) for Iloilo Science and Technology University (Main and External Campuses)	Php 300,000.00

Technical specifications	Yes	No	Remarks
1. Must be, at the minimum, DTI – Philippine Accreditation Bureau (DTI-PAB) Accredited with PNS/IEC 17021-1:2015 to provide QMS Certification to ISO 9001:2015 for L75: Public Administration			
2. Must have adequate technical and management capability in conducting the audit.			
3. Provide company profile highlighting related government and private certification projects, scope of work and implementation,			
4. Must provide the names, qualifications and audit logs of each key auditors to be assigned every audit.			
5. Must be able to submit the stated deliverables in accordance with the Schedule of Requirements			
6. Must be able to provide a copy of the Certification on or before the scheduled date.			
7. Shall coordinate with the designated Project Coordinator and/or Quality Management Representative on all matters relating to contract implementation.			
8. Shall conduct periodic Surveillance Audit and Reporting every year after Re-certification Audit and Reporting.			
9. Shall maintain strict confidentiality of the final audit results and shall only disclose the same upon clearance of the Project Coordinator and/or Quality Management Representative.			
10. Shall turnover all the documents pertaining to the implementation of the project, such as but not limited to, pending documentary requests within its custody or control or within custody or control of any person/entity operating on its behalf within seven (7) days from the end of the contract.			
11. Shall provide QMS-related trainings to the University as needed under reasonable terms and conditions such as Full Awareness, Documentation and Risk Management Training, Internal Auditors Training, Effective Document Controlling, and ISO 9001:2015 Document Controlling.			



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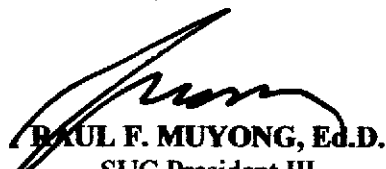
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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for may or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. The winning bidder will be awarded with the contract and shall be responsible for the re-certification and the succeeding period surveillance audit to complete one cycle.
8. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
9. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
10. The ISATU shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
11. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the University shall employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular No. 06-2005.
12. After delivery and upon the submission of the required supporting documents, i.e., order slip and/or billing statement, by the contractor, the ISATU shall make payment through check/Advice to Debit Account (ADA) in favor of the contractor.
If paid through ADA, our Government Servicing Bank, i.e., Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
13. Liquidated damages equivalent to one tent of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The University shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.


PAUL F. MUYONG, Ed.D.
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