



Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan

BIDS AND AWARDS COMMITTEE
GOODS, SUPPLIES AND SERVICES

Invitation to Bid:
**“Consultancy Proposal in the Preparation for the Recertification
and Surveillance Audits of the Quality Management System
(QMS) of Bulacan State University Main Campus and its four (4)
External Campuses” (G-2022-27)**

1. The *Bulacan State University (BulSU)*, through the *Income Fund* intends to apply the sum of *Three Million Five Hundred Thousand Pesos (₱ 3,500,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Consultancy Proposal in the Preparation for the Recertification and Surveillance Audits of the Quality Management System (QMS) of Bulacan State University Main Campus and its four (4) External Campuses (G-2022-27)*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *Bulacan State University (BulSU)* now calls for the submission of eligibility documents for *Consultancy Proposal in the Preparation for the Recertification and Surveillance Audits of the Quality Management System (QMS) of Bulacan State University Main Campus and its four (4) External Campuses (G-2022-27)*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **October 11, 2022 (Tuesday), 9:00 AM** at the BAC conference room, 3rd Floor, Hostel, Bulacan State University (BulSU) Main Campus, Malolos City, Bulacan. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from *Bulacan State University (BulSU)* and inspect the Bidding Documents at the address given below during *office hours from Monday to Friday (except on holidays)*.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **September 30, 2022** from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Three Thousand Five Hundred Pesos (₱ 3,500.00) over the counter through the University Cashier or Online Payment at Bulacan State University - Landbank account number: 2792-100522*. The *Bulacan State University (BulSU)* allows the bidder to present its proof of payment for the fees presented in person, or through electronic means (thru our e-mail address at bulsu.bac2secretariat@bulsu.edu.ph).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the **Bulacan State University**, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5.The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”, and its Implementing Rules and Regulations (IRR). The short list shall consist of top three (3) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

Criteria	Max. Score
Quality = 100 points	
1. Quality/Quantity of Services Delivered	70
1.1 With more than 6 clients including 2 SUC under consultancy services who passed QMS Certification audits for the last three years under USAS and/or UKAS accreditation.	70
1.2 With 4 – 6 clients including 2 SUC under consultancy services who passed QMS Certification audits for the last three years under USAS and/or UKAS accreditation.	50
1.3 With 1 – 3 clients including 2 SUC under consultancy services who passed QMS Certification audits for the last three years under USAS and/or UKAS accreditation.	30
2. Qualification of the Consultants	30
2.1 Certified ISO Auditor by IRCA with more than five years of experience as QMS Auditor and/or consultant, and with more than 3 years of experience on quality management and health, safety and environment management as safety officer/manager.	30
2.2 Certified ISO Auditor by IRCA with three to five years of experience as QMS Auditor and/or consultant, and with more than 2 years of experience on quality management and health, safety and environment management as safety officer/manger.	20

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

7. The **Bulacan State University (BulSU)** shall evaluate bids using the *Quality Based Evaluation/Selection (QBE/QBS)* procedure.
8. The contract shall be completed within *four hundred and three (403) man days*.
9. The **Bulacan State University (BulSU)** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

Ms. ANNE CAMILLE C. BAUTISTA
Administrative Officer IV
Procurement Office (BAC Secretariat Division)
Bulacan State University
Guinhawa, City of Malolos, Bulacan 3000
Tel. No. (044) 896-1790; (044) 919-7800 local 1056
Email Address: bulsu.bac2secretariat@bulsu.edu.ph
Website: www.bulsu.edu.ph

September 30, 2022


DR. DOLLY P. MAROMA
Chairperson
BAC Goods, Supplies, & Services