



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

**BIDS AND AWARDS COMMITTEE**  
**GOODS, SUPPLIES AND SERVICES**

---

**Invitation to Bid:**

**“Re-bidding Procurement for the Services of Certifying Body 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-2022-28)**

1. The **Bulacan State University (BulSU)**, through the *Income Fund 2022* intends to apply the sum of *One Million Three Hundred Fifty Thousand Pesos (₱ 1,350,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for **Re-bidding Procurement for the Services of Certifying Body 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-2022-28)**. 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 **Re-bidding Procurement for the Services of Certifying Body 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-2022-28)**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **November 21, 2022 (Monday), 9:30 AM** at the BAC Conference Room, 3<sup>rd</sup> 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 starting **November 12, 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 One Thousand Three Hundred Pesos (₱ 1,300.00) 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](mailto: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	SCORE	
Applicable experience of the Certifying Body and members in case of joint ventures, considering both the overall experiences of the firm or, in the case of new firms, the individual experience of the principal and key staff, including the times when employed by other Certifying Body, which include the following among others:		
• Number of years in operation/ existence as ISO Certifying Body	<b>30 points</b>	
	10-15 years (15 pts.)	16 years and above (30 pts.)
• Number of certified companies/ organizations for the last five (5) years on ISO 9001 Standard	<b>30 points</b>	
	10 and Below agencies (15 pts.)	11 and Above agencies (30 pts.)
Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking, which include among others:	<b>20 points</b>	
• Total number of CB auditors who will actually perform the service including number of registered professionals authorized by the appropriate regulatory body to practice those professions	1-5 CBAT members (10 pts.)	6 and above CBAT members (20 pts.)
Plan of approach and methodology: Clarity, Feasibility, innovativeness and comprehensiveness of the plan	<b>20 points</b>	

approach, and the quality of interpretation of project problems, risks, and suggested solutions		
<b>TOTAL SCORE</b>		<b>100 points</b>

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 three (3) years and the audit man-days shall be determined by the Certifying Body.

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](mailto:bulsu.bac2secretariat@bulsu.edu.ph)  
Website: [www.bulsu.edu.ph](http://www.bulsu.edu.ph)

November 12, 2022

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

