



### REQUEST FOR EXPRESSION OF INTEREST

**Engagement of Services of a Certifying Body for the Recertification and Surveillance Audits of the Public Administration covering the Project Management Process and the Facilitation of the Project Management Approval Process of the Metropolitan Waterworks and Sewerage System - Corporate Office**  
(Contract No. MWSS-2021-ISO)

1. The Metropolitan Waterworks and Sewerage System – Corporate Office (MWSS-CO), through its Bids and Awards Committee (BAC), intends to apply the sum of **TWO HUNDRED FIFTEEN THOUSAND PESOS ONLY (PhP 215,000.00)**, inclusive of Twelve Percent (12%) VAT for a period of Three (3) Years for the payment of the contract for the Engagement of Services of a Certifying Body tasked to conduct the Recertification and Surveillance Audits of the Public Administration covering the Project Management Process and the Facilitation of the Project Management Approval Process of the Metropolitan Waterworks and Sewerage System - Corporate Office in continuing compliance with ISO 9001:2015. Submitted offers higher than the Approved Budget for the Contract (ABC) shall be automatically rejected.
2. The mode of Procurement shall be under Small Value Procurement pursuant to the 2016 Revised Implementing Rules and Regulations (RIRR) of the Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.
3. The objective of this procurement is to engage the services of a Certifying Body that will perform the Recertification and Surveillance Audits on MWSS' Quality Management System, particularly for the Project Management Process conducted by the MWSS Project Management Team, and the facilitation of the project management approval process, limited to procedures conducted and within the control of the MWSS. The work also involves, among others, preparation of certification audit plan, conduct of recertification audit, preparation of audit reports, evaluation of corrective and preventive actions, the issuance of ISO 9001:2015 Certificate, and conduct of annual surveillance audit every year for two consecutive years after the issuance of Certificate to maintain MWSS QMS Certification.
4. The Certifying Body shall work closely with the MWSS ISO 9001:2015 Core Team, Internal Quality Audit (IQA) Team, and other concerned departments. Submission of deliverables shall be furnished to the ISO 9001:2015 Core Team on or before the timeline stated in the Terms of Reference of this contract.
5. All interested Certifying Bodies are hereby invited to obtain copies of the Terms of Reference (TOR), attached herewith as **Annex "A"** for the foregoing Engagement of Services at the MWSS BAC Secretarial at the address indicated below during regular working hours, Monday to Friday, from 8:00 AM to 4:00 PM. The TOR may also be downloaded from the MWSS Website. (<https://mwss.gov.ph/bids-and-awards/>).
6. Interested applicants should submit the clear and legible photocopies of the following documents to the address below **not later than 29 July 2021 (until 4:00 PM)** Philippine

Standard Time (PST). Only physical submissions shall be accepted. Online submissions shall be automatically rejected.

- a) Expression of Interest and Intent;
  - b) Company Profile of the Certifying Body;
  - c) Experience in the conduct of ISO 9001:2015 certification
  - d) Certificate of Registration issued by the Bureau of Internal Revenue (BIR Form 2303);
  - e) Blank Page of BIR authorized Official Receipt; and
  - f) PhilGEPS registration certificate, pursuant to requirements under Section II, 2.1, a, i of Philippine Bidding Documents, August 2016, 5th edition.<sup>1</sup>
7. The MWSS – CO reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time or prior to contract award in accordance with Section 41 of RA 9184 and its RIRR, without thereby incurring any liability to the affected proponent or proponents.
8. For further information, please refer to:

**The Chairperson**

MWSS Bids and Awards Committee  
Metropolitan Waterworks and Sewerage System  
4<sup>th</sup> Floor, Administration Building, MWSS Complex.  
Katipunan Road, Balara, Quezon City  
Telefax Number: (632) 927 2386  
Email Address: [bac@mwss.gov.ph](mailto:bac@mwss.gov.ph) / [osd@mwss.gov.ph](mailto:osd@mwss.gov.ph)

  
**JOSE D. DORADO, JR.**  
Chairperson  
Bids and Awards Committee



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<sup>1</sup> In case of submission of Certificate of Platinum PhilGEPS membership, submission of Mayor's/Business Permit will be dispensed with