

REQUEST FOR QUOTATION

The **Metropolitan Waterworks and Sewerage System - Corporate Office (MWSS-CO)** through its Bids and Awards Committee will undertake procurement for the Consulting Services of an Accredited Certifying Body for the Issuance of ISO 9001:2015 Certificate and Surveillance Audits for the Quality Management System of the MWSS-CO, pursuant to Section 53.9 or the Small Value Procurement of the 2016 Revised IRR of RA 9184.

The MWSS-CO wishes to invite qualified bidders for the above undertaking. The details of the project including the qualification standards and the submission requirements are contained in the attached Terms of Reference (TOR).

Important provisions in the TOR to note are the following:

- 1) Name of Project: Procurement of Services of an Accredited Certifying Body for the Issuance of ISO 9001:2015 Certificate and Surveillance Audits for the Quality Management System
- 2) Deliverables:
 - a. Issuance of ISO 9001:2015 Certificate on Project Management
 - b. First Surveillance Audit Within Year 1 After Certification
 - c. Second Surveillance Audit within Year 2 after Certification
- 3) Approved Budget of the Contract (ABC): Php 300,000
- 4) All quotation/s are to be denominated in Philippine Peso and shall be inclusive of the applicable taxes, duties, and/or levies payable, and valid for a period of ninety (90) calendar days from the deadline of submission of quotations. Quotations exceeding the ABC shall be rejected.
- 5) Submission of Documentation Requirements:
 - a. *For Submission: One (1) original and three (3) copies each of the ff:
 1. Eligibility Requirements
 2. Technical Proposal
 3. Financial Proposal (see format in last page)
 - b. To be submitted to:

Chairman, BAC Secretariat
MWSS Corporate Office
4th Flr., Admin Building, MWSS Complex
Balara, Quezon City
 - c. Deadline for Submission: September 20, 2018, 1pm

**Pls. see Section VII, B of TOR for details of the documentation requirements*
- 6) Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the Contractor or his/her duly authorized representative/s.

- 7) The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation which complies with the eligibility and technical requirements, and other terms and conditions stated herein.
- 8) MWSS BAC reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein, and to accept quotation as may be considered advantageous to the government.
- 9) For further information, you may contact Mr. Ronald Abrigo at email address: ronaldabrigo@yahoo.com or tel. no. 922-2969.



ATTY. ANABELLA S. ALTUNA
Chairman, Bids and Awards Committee (BAC) Secretariat

PRICE QUOTATON FORM

Date: _____

ANABELLA S. ALTUNA
Chairman, Bids and Awards Committee
Metropolitan Waterworks and Sewerage System
Katipunan Road, Balara, Quezon City

Dear Ms. Altuna:

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) and the Terms of Reference (TOR) for the “Services for the Issuance of ISO 9001:2015 Certificate and Surveillance Audits for the Quality Management System of the MWSS Corporate Office (CO)” posted by your Office, we hereby submit our quotation corresponding to your requirements.

Amount in Philippine Peso: _____

The above quoted prices are inclusive of all cost and applicable taxes. Thank you.

Very truly yours,

Name/Position/Signature of Representative

Name of Company

Company Address

Contact Number/s

e-mail Address