



Republic of the Philippines
CITY OF ALAMINOS
Province of Pangasinan

2ND REQUEST FOR EXPRESSION OF INTEREST FOR THE PREPARATION OF ALL DEPARTMENTS OF THE CITY GOVERNMENT OF ALAMINOS , PANGASINAN FOR ISO 9001:2015 CERTIFICATION

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN**, through its **Continuing Appropriation** intends to apply the sum of **One Million Five Hundred Thousand Pesos only (Php 1,500,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for **CONSULTANCY SERVICES FOR THE PREPARATION OF ALL DEPARTMENTS OF THE CITY GOVERNMENT OF ALAMINOS , PANGASINAN FOR ISO 9001:2015 CERTIFICATION**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** now calls for the submission of eligibility documents for **CONSULTANCY SERVICES FOR THE PREPARATION OF ALL DEPARTMENTS OF THE CITY GOVERNMENT OF ALAMINOS , PANGASINAN FOR ISO 9001:2015 CERTIFICATION**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before February 22, 2019 at 1:30 P.M. at 2nd Floor, BAC Secretariat, Budget Office, City Hall Building, Alaminos City, Pangasinan. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from the City Government of Alaminos, Pangasinan and inspect the Bidding Documents at the address given below during 8:00 AM – 5:00 PM.
4. A complete set of Bidding Documents may be acquired by Shortlisted Bidders from the BAC Secretariat, Budget Office, 2nd Floor, City Hall Building, Alaminos City, Pangasinan and upon payment of a non-refundable fee of Five Thousand Pesos (Php 5,000.00).
5. The prospective bidder must have the following minimum qualifications:
 - a. Has corporate documents registered with Securities and Exchange Commission which has more than 3 current ISO consultants;
 - b. At least have one consultant who had worked in the Government or with actual experience in the Government Services so that learning and teaching shall be aligned to Government systems, like ARTA, Citizen’s Charter, Seal of Good Housekeeping and others;
 - c. Has been consulting or has finished preparations of 3 Government Agencies for ISO9001:2015;
 - d. Has prepared and satisfactorily completed at least 3 Government Agencies for ISO9001:2008 in the past;
 - e. Has prepared and satisfactorily completed at least 5 private companies for ISO9001:2008 in the past;
 - f. Has a least 5 ISO Consultants that finished, completed and pass the Lead Management Training of ISO;
 - g. Has at least 3 Consultants practicing ISO International Audits in order to share the experiences to new organizations;
 - h. Can assign to our Organization at least 2-3 working consultants for ISO9001:2015 preparation;
 - i. Has at least 1 Consultant with 200 Training time and/or actual enhancement exercises regarding ISO or ISO9001:2008 and ISO9001:2015;
 - j. Has at least 10 years of actual ISO Consulting experience;
 - k. Its company allows the ISO champions to join as observers in their company audits to gain practical learning and bench mark with other government agencies which are their Company’s clients;
 - l. Has the ability to issue certifications for ISO9001:2015 Training due to its qualification as training corporation as trainer consultants.

6. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPs) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
7. 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 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 five (5) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:
 - Applicable experience of the consultant and members in case of joint ventures, considering both the overall experiences of the firm or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultant. : (30%)
 - Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking. : (50%)
 - Current workload relative to capacity. : (20%)
8. 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, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
9. The Procuring Entity shall evaluate bids using the **Quality-Cost Based Evaluation/Selection (QCBE/QCBS)** procedure. For this purpose, the technical proposal and Financial Proposal shall be given weights at 70% and 30% respectively, comprising a total of One Hundred Percent (100%). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders. The minimum technical score shall be 70%.
10. The contract shall be completed within 150 calendar days from the Issuance of Notice to Proceed.
11. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** 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.
12. For further information, please refer to:

BAC Secretariat
City Budget Office, 2nd Floor, Alaminos City Hall Building
Quezon Avenue, Poblacion, Alaminos City, Pangasinan
(075) 551-2420
www.alaminoscity.gov.ph

MS. ROWENA F. RUIZ
City Budget Officer
Chairman - Bids and Awards Committee