



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

SECTION I. NOTICE OF ELIGIBILITY AND SHORT LISTING

CONSULTANCY SERVICES FOR THE ENGAGEMENT OF A CERTIFICATION BODY FOR THE RE- CERTIFICATION/REASSESSMENT AND SURVEILLANCE AUDITS OF THE DBM QUALITY MANAGEMENT SYSTEM (QMS) PER ISO 9001:2015 STANDARD

1. The Department of Budget and Management (DBM), through the authorized appropriations under the FY 2024 General Appropriations Act and Multi-Year Contractual Authority No. MYCA-BMB-C-24-0000035, intends to apply the sum of One Million Seven Hundred Twenty Thousand Eight Hundred Ninety Pesos (**P1,720,890.00**) being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, “**Consultancy Services for the Engagement of a Certification Body for the Re-Certification/Reassessment and Surveillance Audits of the DBM Quality Management System (QMS) per ISO 9001:2015 Standard (Project ID No. DBM-2024-62)**,” covering FYs 2024 to 2026, with the breakdown of ABC as follows:

FY 2024	Eight Hundred Twenty-One Thousand Six Hundred Thirty Pesos (P821,630.00)
FY 2025	Four Hundred Forty-Nine Thousand Six Hundred Thirty Pesos (P449,630.00)
FY 2026	Four Hundred Forty-Nine Thousand Six Hundred Thirty Pesos (P449,630.00)

The period for the performance of the obligations under the Contract shall not go beyond the validity of the corresponding appropriations for the Project. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The DBM now invites bids to provide the following Consulting Services for the Project, “**Consultancy Services for the Engagement of a Certification Body for the Re-Certification/Reassessment and Surveillance Audits of the DBM Quality Management System (QMS) per ISO 9001:2015 Standard.**”

3. The Consultant shall be selected and employed in accordance with Quality-Cost Based Evaluation procedures as described in the Bidding Documents.
4. This notice is addressed to the short listed Consultants, Certification International Philippines, Inc.
5. It is not permissible for the short listed Consultants to transfer this invitation to any other Consultant.
6. The short listed Consultants may obtain further information from the DBM-Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from 9:00 a.m. to 4:00 p.m.
7. The Bidding Documents may be acquired by the short listed Consultant on July 23, 2024 from the address below and upon payment of a fee in the amount of Five Thousand Pesos (P5,000.00).

The Bidding Documents 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 the short listed Consultants shall pay the applicable fee for the Bidding Documents not later than the submission of the technical and financial proposals.

Payment may be made in either mode, as follows:

- a) Online payment through the Landbank Link.Biz Portal. However, this mode of payment may only be done until August 2, 2024 (four [4] calendar days before the Submission of Bids), 11:00 p.m., for crediting and recording purposes. Procedural guidelines for online payment may be accessed via [https://dbm.gov.ph/images/Advisory for Bidders Suppliers-LinkBiz.pdf](https://dbm.gov.ph/images/Advisory_for_Bidders_Suppliers-LinkBiz.pdf). Bidders shall present its confirmation receipt to the BAC Secretariat in person, by facsimile, or through electronic means, which shall be used as proof of payment for the bidding documents fee.
 - b) Payment, in person, to the DBM-Administrative Service (AS)-Cash Division, through the BAC Secretariat, DBM-AS-Procurement Management Division, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. The Procuring Entity shall allow the bidder to present its proof of payment for the fees which will be presented in person, by facsimile, or through electronic means
8. The DBM will hold a Pre-Bid Conference on July 30, 2024, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, and/or **through video conferencing or webcasting**, which shall be attended by the short listed Consultants.

In case of video conferencing or webcasting, the short listed Consultants are advised to first log in the BAC waiting room, <https://meet.google.com/hma-jmco-dbx>, and wait for further advice to join the BAC meeting room, the link of which shall be provided to the short listed Consultants before the start of the Pre-Bid Conference.

9. Bids must be duly received by the BAC Secretariat or the DBM-Central Records Division through manual submission at the office address indicated below on or before August 13, 2024, 9:00 a.m. Late bids shall not be accepted.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.

Bid opening shall be on August 13, 2024, 9:00 a.m., at the given address below and via video conferencing. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila shall likewise join the meeting via videoconferencing.

Bidders are advised to first log in the BAC waiting room, <https://meet.google.com/hma-jmco-dbx>, and wait for further advice to join the BAC meeting room, the link of which shall be provided to the bidders before the start of bid opening.

11. The DBM reserves the right to reject any and all bids declare a failure of bidding at any time prior to contract award, or not award the contract in accordance with Sections 35.6 and 41 of R.A. No. 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

DBM-BAC Secretariat
Administrative Service-Procurement Management Division
Department of Budget and Management
Ground Floor, DBM Building III, General Solano St., San Miguel, Manila
Telefax No. 8657-3300 local 3115
Email address: procurement@dbm.gov.ph

13. You may visit the following website to download the Bidding Documents:
<https://www.dbm.gov.ph/index.php/procurement/request-for-expression>

July 23, 2024

RAMON VICENTE B. ASUNCION
Vice Chairperson, DBM-BAC