**BIDS AND AWARDS COMMITTEE**

**BID BULLETIN NO. SVP-2021-08-001.01**

 Date: Aug. 23, 2021

**TERMS OF REFERENCE
for the Selection of ISO 9001:2015 Certifying Body**

 **II. SCOPE OF WORK**

**FROM:**

|  |  |  |
| --- | --- | --- |
| Conduct of Re-certification Audit of PCGG’s QMS, which consist of Management, Core and Support Processes  | * Re-certification audit conducted
* Audit report detailing observations, opportunities for improvement, and any non-conformity to ISO 9001:2015 standards or on documented procedures and suggestions on how to address them
 | * As may be agreed in the contract but not later than October 2021
* Within five (5) working days after the completion of the on-site audit
 |
| Surveillance Audits for 2 years (Year 2022 -2023)  | * Conduct of Surveillance Audits
* Surveillance Audit Report
 | * At least once a year for two consecutive years
* Within five (5) working days after the conduct of the on-site audit
 |

 **TO:**

|  |  |  |
| --- | --- | --- |
| Conduct of Re-certification Audit of PCGG’s QMS, which consist of Management, Core and Support Processes  | * Re-certification audit conducted
* **Initial** Audit report detailing observations, opportunities for improvement, and any non-conformity to ISO 9001:2015 standards or on documented procedures and suggestions on how to address them
 | * As may be agreed in the contract but not later than October 2021
* Within five (5) working days after the completion of the on-site audit
 |
| Surveillance Audits for 2 years (Year 2022 -2023)  | * Conduct of Surveillance Audits
* Initial Surveillance Audit Report
 | * At least once a year for two consecutive years
* Within five (5) working days after the conduct of the on-site audit
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For information and guidance.

 **SGD ROMULO A. SIAZON**

 **BAC Chairperson**