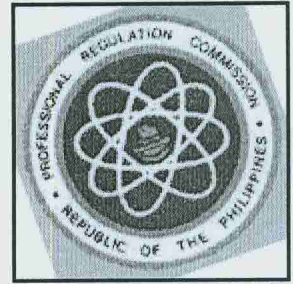




## Bids and Awards Committee

Republic of the Philippines  
Professional Regulation Commission  
P. Paredes St., Sampaloc, Metro Manila  
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO  
Chairman

ARJAY R. ROSALES  
Vice-Chairman

MARIA LIZAM HERNANDEZ  
Member

HENRIETTA P. NARVAEZ  
Member

MARIE JANE L. EDQUID  
Member

KAREN M. MAGSALIN  
Provisional Member, Non-IT Projects

GREGORIO B. DELORO  
Provisional Member, IT Projects

### SECRETARIAT:

ROMEL B. RUIZ  
Secretary

MARGIERY D. DULIN  
Member

GLENN I. PAJARON  
Member

CHRISTOPHER A. MAYO  
Member

LIEZEL F. BURAGA  
Member

## Section VI. Schedule of Requirements

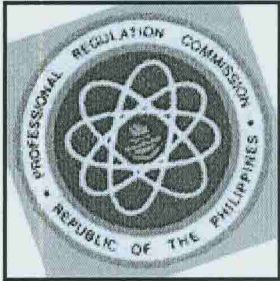
The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item #	Description	Delivered, Weeks/Months (TIMELINE)
	<b>The Certifying Body is expected to provide the following services:</b>	
1.	Preparation and Submission of Certification Audit Plan	Within Five (5) calendar days from the receipt of Notice to Proceed
2.	Certification Audit <ul style="list-style-type: none"><li>➤ Stage 1 Audit (Assessment of PRC Manuals)</li><li>➤ Stage 2 Audit (On-Site Audit)</li></ul>	Within Seven (7) calendar days from the receipt of Audit Plan By the Commission's QMR  Within twenty (20) calendar days from the receipt of written notice from the Commission's QMR
3.	Submission of 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 at the end of the onsite audit.	Within three (3) calendar days from receipt of the written advice of completion of each stages of the audit.
4.	Issuance of ISO 9001.2015 Certificate valid for three (3) years	Within seven (7) calendar days from the receipt of the Audit Report without non-conformities; or in case of non-conformities, submission by the Commission's QMR of the corrective action plan that is determined by the Certifying Body as compliant



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5.	Surveillance Audit for the Second Year	Within thirty (30) calendar days from receipt of written notice from the Commission's QMR
6.	Surveillance Audit for the Third Year	Within thirty (30) calendar days from receipt of written notice from the Commission's QMR

ACKNOWLEDGMENT AND COMPLIANCE  
WITH THE TERMS OF REFERENCE FOR THE

Engagement of a Certifying Body for a Third Party Audit Certification under ISO 9001:2015 Quality Management System of Four (4) Regional Offices of the Professional Regulation Commission in the Cities of Tuguegarao, Lucena, Tacloban, and Cagayan De Oro with an Approved Budget for the Contract of One Million Eight Hundred Seventy Nine Thousand and Two Hundred Pesos (P1,879,200.00).

SIGNATURE OVER PRINTED NAME  
OF AUTHORIZED REPRESENTATIVE,  
DESIGNATION AND PRINTED NAME OF COMPANY