



# Cebu Normal University

Osmesa Blvd., Cebu City 6000, Philippines

## Procurement Unit

Telephone No. : (+63 32) 254-6813

Temporary Email: trizarh@cnu.edu.ph

Website: www.cnu.edu.ph



CANVASS No. : 23-10-750

Advertisement No.

Purchase Request No. 23-10-750

## REQUEST FOR QUOTATION

Name of Supplier/Company :

Company Address/Tel./Fax# :

Philgeps Registration No. :

BIR Tin No. :

DBP Bank Account(No Bank Charge):

If none DBP Bank Account, Charges May Apply to Suppliers Account

Gentlemen:

Please quote your lowest price on the item/s listed below this page stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 17, 2023.

**HONEY GRACE M. IRIZARI**

Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	1	LOT	Engagement of a Certification Body to Conduct Third Party Audit to Determine Compliance of Cebu Normal University (CNU) with the Requirements of ISO 9001:2015 for a period coverage of 3 years (INCLUSIVE OF 12% VAT)		
			QUALIFICATIONS OF THE CERTIFYING BODY:		
			The Certifying Body must meet the following minimum qualifications:		
			a. The Certifying Body must be registered with Securities and Exchange Commission (SEC).		
			b. The SEC registered Certifying Body must be duly accredited by the Philippine Accreditation Bureau (PAB) under DTI with IAF 37 Education as part of its Scope of Accreditation.		
			c. The SEC registered Certifying Body must be Internationally Accredited.		
			d. The Certifying Body must have a good track record of certifying at least three (3) government agencies and/or at least five (5) state universities and colleges for quality management.		
			e. The Certifying Body must have an audit team comprised of auditors satisfying the following:		
			• Consisting of at least two (2) auditors with actual hands-on experience on QMS, specifically for schools, who are qualified to conduct audits in the name of the Certifying Body; and		
			• At least one (1) auditor of the initial team shall participate in all shall participate in all audits of the three-year audit cycle		
			• The auditor should be IRCA registered.		

### NOTE :

1. DELIVERY PERIOD IS WITHIN \_\_\_\_\_ CALENDAR DAYS.
2. WARRANTY SHALL BE FOR A PERIOD OF SIX ( 6 ) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS.
4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT.
5. THIS FORM SHALL BE ENCLOSED IN AN ENVELOPE AND SEALED BY THE BIDDER HIMSELF.

After having carefully read and accepted your General Conditions, I / We quote you on the items at prices written above.

Printed Name / Signature  
of Supplier / Contractor

Canvasser Signature

Date

SDF-USO-206-003-01



Certification Date: 1 February 2021  
Recertification due date: 24 January 2024  
For verification of the certificate please access [www.gcl-uk.com](http://www.gcl-uk.com) (Certification check and type the registration number)



WORLD'S  
UNIVERSITIES  
WITH REAL IMPACT

Page 1 of 3







## REQUEST FOR QUOTATION

CANVASS No.: 23-10-750

Advertisement No.

Purchase Request No. 23-10-750

Name of Supplier/Company:

Company Address/Tel./Fax#:

Philgeps Registration No.:

BIR Tin No.:

DBP Bank Account(No Bank Charge):

If none DBP Bank Account, Charges May Apply to Suppliers Account

**Gentlemen:**

Please quote your lowest price on the item/s listed below this page stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 17, 2023.

**HONEY GRACE M. IRIZARI**

Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
			continuation.....		
			SCOPE OF SERVICE:		
			The Certifying Body is expected to provide the		
			following services:		
			1. Prepare and submit audit itinerary.		
			2. Conduct audits for Stage 2 and 2 Surveillance audits.		
			3. Issue ISO 9001:2015 certificate valid for three (3) years.		
			4. Provide a full report on the result of the audit conducted		
			within five (5) working days after each audit unless		
			otherwise agreed by the agency.		
			Details of audit to be performed:		
			Recertification Audit		
			Stage 2 Audit (6 man – days):		
			• To obtain evidence regarding conformity to all		
			requirements of the management system standard		
			• To evaluate performance monitoring, measuring,		
			reporting and reviewing against key performance		
			objectives and targets and to evaluate operational control		
			of CNU's processes		
			• To evaluate the effectiveness of your CNU's Internal		
			Auditing and Management Review		
			• To identify any areas for potential improvement of the		
			management system		
			• To prepare report that attest to the effectiveness of the		
			organization programs		
			Certification, Registration and Accreditation Fees		

### NOTE :

1. DELIVERY PERIOD IS WITHIN \_\_\_\_\_ CALENDAR DAYS.
2. WARRANTY SHALL BE FOR A PERIOD OF SIX ( 6 ) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS.
4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT.
5. THIS FORM SHALL BE ENCLOSED IN AN ENVELOPE AND SEALED BY THE BIDDER HIMSELF.

**After having carefully read and accepted your General Conditions, I / We quote you on the items at prices written above.**

Canvasser Signature

Printed Name / Signature  
of Supplier / Contractor

Date

SDF-USO-206-003-01



Certification Date: 1 February 2021  
 Recertification due date: 24 January 2024  
 For verification of the certificate please  
 access www.gcl-uk.com (Certification  
 check and type the registration number)



WORLD'S  
UNIVERSITIES  
WITH REAL IMPACT





