



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2022-12-139 &
Date 12/07/2022
Project **PROCUREMENT OF CONSULTANCY SERVICES FOR THE 2ND SURVEILLANCE AUDIT OF SMWD 'S QMS ISO 9001:2015 CERTIFICATION**
BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT FOR THE ABOVE STATED PROJECT

WHEREAS, The Purchase/Work Request (PR/WR) was received by the procurement with the following details:

PR /WR Nos.	A-2022-11-035
Division/Section	Administrative Division
Purpose	To provide assistance to the 2nd surveillance of SMWD's ISO Certification
Total ABC	₱250,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2022. The total Approved Budget for the Contract (ABC) stated above to be procured pursuant to the 2016 Revised Implementing Rules and Regulations (IRR) of Republic ACT (RA) 9184

Mode Of Procurement	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services ✓
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WHEREAS, The Purchase/Work Requests (PR/WR) was approved by the Head of the Procuring Entity (HOPE) and the procurement activity thereby started;

WHEREAS, the Request for Quotation (RFQ) was published in the Philgeps and in the website of the Procuring Entity as stated in RA 9184.

Ads/ Posting Date	N/A
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WHEREAS, the suppliers of known qualifications have responded and submitted the quotations. All quotations were considered and verified if in compliance with specifications and have the submitted documentary requirements needed.

Abstract of Quotation No.	N/A
Date	N/A

NOW, THEREFORE, with the foregoing findings, we the members of the BAC, hereby RESOLVED, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE) the award of the project with

the following details as the	Financially, Legally capable Consulting Services
Supplier	FULL FORCE CONSULTANCY SERVICES ✓
Contract Cost	₱250,000.00 ✓
Name of Project	PROCUREMENT OF CONSULTANCY SERVICES FOR THE 2ND SURVEILLANCE AUDIT OF SMWD 'S QMS ISO 9001:2015 CERTIFICATION ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 7th day of December Year 2022

Sgd.

Maria Leonora S. Romarate
 BAC - Chairperson

Sgd.

Mark Lackie D.J Porciuncula
 BAC Member - Financial

Sgd.

Mary Diana S. Dela Cruz
 BAC Member - Legal

Sgd.

Jasmin L. Jose
 BAC End-User

Sgd.

Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

Approved by:

Sgd.

Engr. Carlos N. Santos Jr.
 General Manager

"YOUR WATER. OUR OBLIGATION
 YOUR CONVENIENCE. OUR SERVICE"





NOTICE OF AWARD

NOA-2022-12-112

December 07, 2022

Jennifer M. De Leon
Consultant
FULL FORCE CONSULTANCY SERVICES
#1000 San Pedro Highway, San Pedro Bustos, Bulacan

PROCUREMENT OF CONSULTANCY SERVICES FOR THE 2ND SURVEILLANCE AUDIT

PR/WR: A-2022-11-035

We are happy to inform you that the project stated above is hereby awarded in favor of your company with the following details:

BAC Resolution No. : PROC-BCR-2022-12-141
Contract Cost : ₱250,000.00
Amount in Words : Two Hundred Fifty Thousand Pesos
Purchase/Work Order No. : 2022-11-0084
Date Issued : 11/29/2022

You are to sign or confirm this Notice of Award and to deliver the goods/services or implement the project based on the schedule of delivery/implementation stated in the Purchase/Work Order. The Procuring Entity shall be notified within two (2) days prior to delivery or implementation.

Very truly yours,

Sgd.

ENGR. CARLOS N. SANTOS, JR.
General Manager

Conforme:

Printed Name: Jennifer M. De Leon
Signature: Sgd.
Date : _____

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Management System
ISO 9001:2015

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NOTICE TO PROCEED
NTP-2022-12-112

December 14, 2022

Jennifer M. De Leon
Consultant
FULL FORCE CONSULTANCY SERVICES
#1000 San Pedro Highway, San Pedro Bustos, Bulacan

This is to inform you that Purchase/Work Order stated below has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

Project Name : PROCUREMENT OF CONSULTANCY SERVICES FOR THE 2ND SURVEILLANCE AUDIT
Purchase/Work Order No. : 2022-11-0084
Date Approved : 12/09/2022
Contract Cost : ₱250,000.00
Amount in Words : Two Hundred Fifty Thousand Pesos

Very truly yours,

Sgd.
ENGR. CARLOS N. SANTOS, JR.
General Manager

I acknowledge receipt of this Notice on:

Printed Name: Jennifer M. De Leon
Signature: Sgd.
Date: _____

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WORK ORDER

WR No.: A-2022-11-035 **Date:** 11/10/2022 **WO No.:** 2022-11-0084
AQO No.: _____ **Date:** _____ **Philgeps Reference No.** _____ **Date:** 11/29/2022

The Work Order is hereby awarded to FULL FORCE CONSULTANCY SEVICES with business address at #1000 San Pedro Highway, San Pedro Bustos, Bulacan for work items as described below:

TIN: 188-737-478-000 **VAT** **NON-VAT** **Mode of Procurement** Scientific, Scholarly or Artistic Work of Art, Exclusive Techn **Payment Term:** 15% DP upon signing of contract; 50% upon completion of 1st step & 35% upon completion of end step prior to certification

No.	Work Items	Quantity	Unit	Amount	Condition
1	To provide assistance to the 2nd surveillance audit of Santa Maria Water District in their Quality Management System (QMS) aligned with the ISO Standard and meet the ISO requisites Consultancy Services for the 2nd surveillance audit of Santa Maira Water District's QMS ISO 9001:2015 Certification Note: Downpayment for ISO Consultancy service will be charged on 2022 Budget while the remaining balance will be charged on 2023 Budget	1	LOT	250,000.00	Payment shall be based on the actual quantity completed and accepted. The SMWD reserves the right to change portion or part of this Work Order. In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on undelivered services

Total Agreed Price: ₱ 250,000.00

Prepared by: Sgd. Marichu Y. Ferrer <i>Procurement Assistant</i>	Checked and Verified by: Sgd. Jasmin L. Jose <i>End-User/Implementing Unit</i>	Certified Funds Available: Sgd. Jovita I. Dalmacio <i>Department Manager B - AFGS</i>	Approved for Implementation: Sgd. Engr. Carlos N. Santos Jr. <i>General Manager</i>	Conforme: Sgd. Jennifer M. De Leon _____ <i>Supplier/Contractor</i>
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Fund Cluster: M00E **BUR No.** 22-11-1192 **Date:** 11-29-22
Funds Available: 250,000.- **Amount:** ~~250,000~~ 37,500.-