

**PURCHASE ORDER**

Supplier: <b>TUV NORD PHILIPPINES, INC</b>	P.O. # <b>023-11-166</b>
Address: <b>UNIT 603-609 COMMON GOAL TOWER FINANCE COR INDUSTRY STS MBP AYALA ALABANG, MUNTINLUPA CITY</b>	Date: <b>November 28, 2023</b>
TIN: <b>229-531-755</b>	Mode of Procurement: <b>Small Value Procurement</b>
Account No.: <b>3741-8922-18</b> Bank: <b>BPI - ALABANG AYALA LIFE</b>	
Telephone: <b>8809-0509 LOC 16</b> Email Add: <b>msiapco@tuv-nord.com</b>	

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <b>OFFICE OF THE SOLICITOR GENERAL</b>	Delivery Term: <b>Multi-year Contract (3 years)</b>
---	---

Date of Delivery:	Payment Term: <b>Progress Billing. Within thirty (30) days from issuance of Inspection and Acceptance Report (Bank to Bank)</b>
-------------------	---


Stock No.	Unit	Description	Qty.	Unit Cost	Amount								
1	lot	<p><b>PROCUREMENT OF THE SERVICES OF A CERTIFICATION BODY FOR THE CERTIFICATION OF THE OFFICE OF THE SOLICITOR GENERAL'S RECEIPT AND PROCESSING OF NEW CASES, AND ITS FRONTLINE SERVICE OF ISSUING CERTIFICATIONS ON THE OSG'S RECEIPT OF COURT DECISIONS/ORDERS (WALK IN, APPLICATION THROUGH MAIL, APPLICATION THROUGH ELECTRONIC MAIL), AND INTERNAL SERVICE OF COLLECTION OF DOCKET MANAGEMENT FEES STATED IN THE CITIZEN'S CHARTER, UNDER THE ISO 9001:2015 STANDARD</b></p> <p>Location - Certification Body's services will be performed at the Client's building and leased premises, as follows:                      *OSG Building - 134 Amorsolo St., Legaspi Village, Makati City                      *APMC Building - 136 Amorsolo St., Legaspi Village, Makati City                      *Montepino Building - 138 Amorsolo St., Legaspi Village, Makati City                      *Convergys One - 6796 Ayala Avenue, Legaspi Village, Makati City                      *Other Office Address Space/s may be procured by the Client</p> <p>Scope of Work (Multi-year Contract):</p> <table border="1"> <tr> <th>Year</th> <th>Phase</th> </tr> <tr> <td>2023</td> <td>Phase 1: ISO 9001:2015 Initial Certification Audit Phase 2: ISO 9001:2015 Certification upon satisfactory compliance with the Certification requirements of the Standard Amount: <b>Php277,200.00</b></td> </tr> <tr> <td>2024</td> <td>Phase 3: 1st Surveillance Audit (1st year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b></td> </tr> <tr> <td>2025</td> <td>Phase 4: 2nd Surveillance Audit (2nd year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b></td> </tr> </table> <p>The following documents shall be deemed to form &amp; construed as part of this agreement:                      Terms of Reference                      Quotation                      Consultants' Profile                      Other documents as may be required by laws</p>	Year	Phase	2023	Phase 1: ISO 9001:2015 Initial Certification Audit Phase 2: ISO 9001:2015 Certification upon satisfactory compliance with the Certification requirements of the Standard Amount: <b>Php277,200.00</b>	2024	Phase 3: 1st Surveillance Audit (1st year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b>	2025	Phase 4: 2nd Surveillance Audit (2nd year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b>	1	Php 451,920.00	Php 451,920.00
Year	Phase												
2023	Phase 1: ISO 9001:2015 Initial Certification Audit Phase 2: ISO 9001:2015 Certification upon satisfactory compliance with the Certification requirements of the Standard Amount: <b>Php277,200.00</b>												
2024	Phase 3: 1st Surveillance Audit (1st year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b>												
2025	Phase 4: 2nd Surveillance Audit (2nd year after the certification) to maintain QMS Certification Amount: <b>Php87,360.00</b>												

Total Amount in Words: <b>Four Hundred Fifty One Thousand Nine Hundred Twenty Pesos Only</b>	Php <b>451,920.00</b>
--	-----------------------

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.


Conforme:   
 (Signature over printed name)  
 12/7/23  
 (Date)

Very truly yours,  
  
**JESSICA L. CASTRO**  
 CAO, Administrative Division  
  
**EDITHA R. BUENDIA**  
 Director IV, HRMAS

Funds Available:	ALOBS	02-101001-2023-12-751
	Amount:	₱ 277,200.00
		FY 2024 ₱ 87,360.00
		FY 2025 ₱ 87,360.00

**ARIEL J. UBIÑA**  
 Chief Accountant

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184

  
**CHRISTIAN D. BUAT**  
 Admin Assistant I, Administrative Division