

Republic of the Philippines
Leyte Normal University
Tacloban City
Bids and Awards Committee

October 11, 2024

MS. LERIO PERPETUA MONGE
COA Resident Auditor
This University

Ma'am Monge,

As required, we are submitting supporting documents for the Goods and Services project of:

Project: CONSULTING SERVICES FOR ISO CERTIFICATION

Consultant: ENGR. DEXTER T. CHUA, PIE

ABC: ₱ 280,000.00

- Contract Agreement From duly approved by Hope (Original)
- Performance Security Bond (Original)
- Notice of Award (NOA) (Original)
- BAC Resolution No. 56 (Original)
- BAC Recommending to the Head of Procuring Entity (HOPE) the award of contract to Engr. Dexter T. Chua, PIE for the Consulting Services for ISO Certification via Highly Technical Consultant Mode of Procurement (Original)
- Purchase Request (Original)
- Project Procurement Management Plan (Certified True Copy)
- ISO Terms of Reference (Original)
- Curriculum Vitae (Original)
- Red Philgeps Registration (Original)

Respectfully yours,

[Signature]
COMMISSION ON AUDIT
OFFICE OF THE AUDITOR
RECEIVED
Date: 10/11/24 Time: 1:59pm
By: MARIA PAULE BLANCO
PROF. ORESTE M. ORTEGA, JR.
BAC-Chairman-Goods & Services



Republic of the Philippines
Leyte Normal University
Taclabon City
Bids and Awards Committee

November 04, 2024

JASMIN M. GRAVELES
Supply Officer
This University

LEYTE NORMAL UNIVERSITY
Supply and Procurement Management Office
RECEIVED BY:
DATE: *21 November*

Dear Ma'am Graveles,

As required, we are submitting supporting documents for the Goods and Services project of:

Project: CONSULTING SERVICES FOR ISO CERTIFICATION

Contractor: ENGR. DEXTER T. CHUA, PIE

Contract Price: ₱ 280,000.00

- Notice to Proceed(NTP) (Original)
- Contract Agreement form duly approved by Hope (Original)
- Notice of Award (NOA) (Original)
- Purchase Request (Certified true Copy)
- Project Procurement Management Plan (Certified true Copy)
- Terms and Reference (Certified true Copy)

Respectfully yours,

Orreste M. Ortega, Jr.
ORESTE M. ORTEGA, JR.
BAC-Chairman-Infrastructure and Good and Services

REPUBLIC OF THE PHILIPPINES



LEYTE NORMAL UNIVERSITY



INTEGRITY EXCELLENCE SERVICE

NOTICE TO PROCEED

October 2, 2024

**COMMISSION ON AUDIT
OFFICE OF THE AUDITOR**
RECEIVED
Date: 10/02/2024 Time: 9:21 AM
By: TRAN - HQS - SUCS

Dear Engr. Chua:

This is to inform you that the Contract Agreement for Consulting Services for ISO Certification has been approved in the amount of Two Hundred Eighty Thousand Pesos Only (Php 280,000.00).

Accordingly, notice is hereby given to **ENGR. DEXTER T. CHUA** to commence the work in accordance with the terms and conditions as stipulated in the Contract and that the date of commencement shall be upon receipt of this Notice to Proceed.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to **Leyte Normal University**.

Very truly yours,

EVELYN B. AGUIRRE, DA
University President

I acknowledge receipt of this Notice on: 0 CT. 07, 2024

Name of Representative of Bidder:

Name of Bidder:

Dexter Chua

C O N T R A C T A G R E E M E N T

Contract No. GD-025 s. 2024

KNOW ALL MEN BY THESE PRESENTS:

This Contract entered into by and between:


JOSICA C. CONCHADA, CPA
University Accountant Designate

The **LEYTE NORMAL UNIVERSITY** located in Tacloban City, an institution of higher learning created by virtue of Republic Act 7910, represented by its University President, **DR. EVELYN B. AGUIRRE**, hereinafter referred to as the **UNIVERSITY**;

and


Engr. DEXTER T. CHUA, PIE a resident of the City of Parañaque, and a **CONSULTANT for ISO CERTIFICATION** hereinafter referred to as the **CONSULTANT**;

WITNESSETH

WHEREAS, the CONSULTANT has offered to undertake for the UNIVERSITY the **CONSULTING SERVICES FOR ISO CERTIFICATION**;

WHEREAS, the UNIVERSITY is desirous that the Contractor execute the **CONSULTING SERVICES FOR ISO CERTIFICATION with Contract No. GD-025, s. 2024** (hereinafter called the "Services") and the Entity has accepted the Bid for **TWO HUNDRED EIGHTY THOUSAND PESOS (PHP280,000.00)** to be completed within **6 months** by the Consultant for the execution and completion of such Services and the remedying of any defects therein;

WHEREAS, the UNIVERSITY, with its consultative body on goods and services procurement and supported by the Bids and Awards Committee Resolution No. 56A, s. 2024, has found such cost reasonable and advantageous to the government because of the extensive scope at a considerably low price;

NOW, THEREFORE, the UNIVERSITY hereby awards this contract for the **CONSULTING SERVICES FOR ISO CERTIFICATION** and both parties have agreed on the following:

A. Management Review (Year-End)

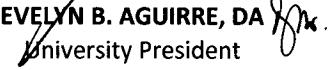
OBJECTIVES

The objectives of this phase are as follows:

1. to assist the organization in the conduct of management review; and
2. to assist the Quality Management Representative in the preparation/ review of Management Review minutes

DURATION

Year-End - One (1) Man-day (One (1) day with One (1) Consultant)


EVELYN B. AGUIRRE, DA
University President


ENGR. DEXTER T. CHUA, PIE
Highly Technical Consultant


GIL NICETAS B. VILLARINO, Ph.D
VP for Administration and Finance


ORESTE M. ORTEGA, JR.
CAO for Administration (OIC)

EVELYN B. AGUIRRE, DA
University President

ENGR. DEXTER T. CHUA, PIE
Highly Technical Consultant

GIL NICETAS B. VILLARINO, Ph.D
VP for Administration and Finance

ORESTE M. ORTEGA, JR.
CAO for Administration (OIC)

JOSICA C. CONZHADA, CPA
University Accountant Designate

METHODOLOGY

Face-to-face/ Remote Management Review and assistance in preparation of minutes

LOGISTICS REQUIREMENTS

1. Data pertaining to management review topics

Quality Management System (QMS) Documents Review Sessions

OBJECTIVE

The objective of this phase is to review and update the quality management system (QMS) documents of the different offices.

The QMS Documents covered include the following:

1. OPRP/ DPCR
2. Needs and Requirements of Relevant Interested Parties
3. SWOT Analysis
4. Risk Assessment/ Treatment Plan
5. Opportunity Assessment/ Plan
6. Communication Plan
7. Inventory of Data to Analyze and Evaluate

METHODOLOGY AND DURATION

One-on-one sessions - Three (3) Man-days (Three (3) days with One (1) Consultant)

LOGISTICS REQUIREMENTS

2. What to prepare per office:
 - a. Laptop/ Desktop for the workshop/ review sessions
 - b. Latest OPCR/ DPCR and accomplishments
 - c. Latest Needs and Requirements of Relevant Interested Parties
 - d. Latest SWOT Analysis
 - e. Latest Risk Assessment/ Treatment Plan
 - f. Latest Opportunity Assessment/ Plan
 - g. Latest Communication Plan
 - h. Latest Inventory of Data to Analyze and Evaluate with actual graphs with analysis and evaluation

B. Mock Audit/Follow-up Certification Audit Findings

OBJECTIVES

The objectives of this phase are as follows:

1. to assess the compliance of the organization to the requirements of ISO 9001:2015;
2. to ensure all certification body findings are addressed, and;
3. to identify areas for improvement.

DURATION

Six (6) – Seven (7) Man-days

EVELYN B. AGUIRRE, DA
University President

ENGR. DEXTER T. CHUA, PIE
Highly Technical Consultant

GIL NICETAS B. VILLARINO, Ph.D
VP for Administration and Finance

ORESTE M. ORTEGA, JR.
CAO for Administration (OIC)

JOSIA C. CONCHADA, CPA
University Accountant Designate

METHODOLOGY

Face-to-face interview and checking of records

LOGISTICS REQUIREMENTS

1. Manual/ Procedures
2. Records

C. ISO 9001:2015 Orientation/ Refresher

OBJECTIVE

To orient new and existing employees the concepts and requirements of ISO 9001:2015.

DURATION

One (1) Man-day

METHODOLOGY

Face-to-face/ Remote conduct of orientation

LOGISTICS REQUIREMENTS

1. Physical venue or virtual platform

D. IQA Workshop/ Refresher

OBJECTIVE

To orient new and existing internal quality auditors on the concepts of internal auditing and requirements of ISO 9001:2015.

DURATION

Two (2) Man-days

METHODOLOGY

Face-to-face conduct of workshop

LOGISTICS REQUIREMENTS

1. Physical venue

E. QMS Documents Review Sessions/ Mock Audit/ Follow-up Certification Audit Findings

OBJECTIVE

The objective of this phase is to cover the remaining areas from the first cycle or to follow-up pending areas. (Refer to Phase C)

METHODOLOGY AND DURATION

Four (4) Man-days

EVELYN B. AGUIRRE, DA
EVELYN B. AGUIRRE, DA
University President

ENGR. DEXTER T. CHUA, PIE
ENGR. DEXTER T. CHUA, PIE
Highly Technical Consultant

GIL NICETAS B. VILLARINO, Ph.D
GIL NICETAS B. VILLARINO, Ph.D
VP for Administration and Finance

ORESTE M. ORTEGA, JR.
ORESTE M. ORTEGA, JR.
CAO for Administration (OIC)

JOSICA C. CONCHADA, CPA
JOSICA C. CONCHADA, CPA
University Accountant Designate

LOGISTICS REQUIREMENTS

1. Manuals/ Procedures
2. Records

ENGAGEMENT PROFESSIONAL SERVICES

Month/ Year	Activities	Duration	Proposed Attendees	Proposed Timeline
1 st / 2 nd month	A. Management Review – (Year-End)	1 Man-day	All Heads	1 st / 2 nd month
2 nd / 3 rd month	B. QMS Documents Review	3 Mondays	All Heads	2 nd / 3 rd month
3 rd / 4 th month	C. Mock Audit/ Follow-up Certification Audit findings (First Cycle)	6 Mandays	All Offices	3 rd / 4 th month
4 th / 5 th month	D. ISO 9001:2015 Orientation/ Refresher	1 Man-day	All/ New Employees	4 th / 5 th month
5 th month	E. IQA Workshop/Refresher	2 Man-days	Internal Quality Auditors	5 th month
5 th / 6 th month	F. QMS Documents Review Sessions/ Mock Audit/ Follow-up Certification Audit findings (Second Cycle)	4 Man-days	All Offices	5 th / 6 th month

F. RESPONSIBILITIES OF LEYTE NORMAL UNIVERSITY:

- Leyte Normal University shall have the following responsibilities:
- a. Ensure participation and cooperation of all employees to ISO related courses and activities.
 - b. Reproduce and provide the training materials of the participants if necessary.
 - c. Provide logistics and administrative requirements of the consultants relative to the implementation of the ISO project and other related activities.
 - d. Provide necessary documents for ISO documentation requirements.

- e. Take charge of the logistics (i.e. airfare, hotel accommodation, dinner, online platform subscriptions, and certificates for the participants).
- f. Procure and avail of the services of the third party international certifying organization.

G. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **TWO HUNDRED EIGHTY THOUSAND PESOS (PHP280,000.00)** and shall be deemed to include the cost of all taxes, duties, fees, levies and other charges imposed under applicable laws.

H. SCHEDULE OF PAYMENTS

Payment shall be made in six (6) equal monthly payments upon submission of monthly accomplishment report.

I. SELECTION PROCESS

The procurement of the Consultant shall be based on applicable government laws, rules and procedures.

J. EFFECTIVITY

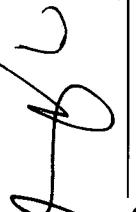
This contract shall take effect upon receipt of the Notice to Proceed by the CONTRACTOR and shall remain in force and effect for **6 months** or until rescinded mutually by said parties.

K. Obligations of the UNIVERSITY:

Pay the Consultant the amount of **TWO HUNDRED EIGHTY THOUSAND PESOS (PHP280,000.00)**

This Contract shall take effect upon the signing by both parties concerned and shall remain effective unless earlier revoked mutually by the same parties.

IN OCTOBER 2024 WHEREOF, the parties have hereunto set their hands
this _____ at the City of Tacloban, Province of Leyte, Philippines.


EVELYN B. AGUIRRE, DA
University President
for:
LEYTE NORMAL UNIVERSITY

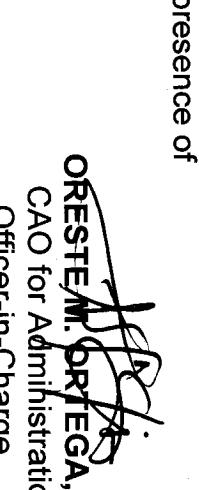

ENGR. DEXTER T. CHUA, PIE
Consultant

CERTIFIED ON THE AVAILABILITY OF FUNDS:
02-10 Leyte - 2024 - 05 401

JOSIATA CONCHADA, CPA
University Accountant Designate

Signed in the presence of


GIL NICETAS B. VILLARINO, PhD
VP for Administration and Finance


ORESTE M. ORTEGA, JR.
CAO for Administration
Officer-in-Charge

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Leyte) S.S.
City of Tacloban)

BEFORE ME, a Notary Public, this 01 02 2024 for the City of Tacloban, personally appeared DR. EVELYN B. AGUIRRE and ENGR. DEXTER T. CHUA, PIE who acknowledged to me the authenticity and due execution of the foregoing document and who avow under the PENALTY OF LAW, to truth of the contents of the foregoing document and further acknowledged to me that the same is their free act and voluntary deed.

I hereby certify the affiants had been identified by the undersigned Notary Public through Competent Evidence of Identity as follows:

Name Competent Evidence of Identity

DR. EVELYN B. AGUIRRE
ENGR. DEXTER T. CHUA, PIE
TIN 142-308-361

Which bears their picture and signature and basing on the same, their picture appearing is one and the same signature on this document.

WITNESS MY HAND AND SEAL

Doc. No. _____
Page No. _____
Book No. _____
Series of 2024

STANDARD INSURANCE CO., INC.

Client's Copy

A Cooperative Partner of the Zurich Insurance Group

Direct Sales Group: 26th The Enterprise Center, Tower 1, 15/F, Ayala Avenue
cor. Paseo de Roxas, San Lorenzo 1223 City of Makati, Philippines

Trunkline No.: (+632) 8585-9828 • www.standard-insurance.com • directsales.inquiry@standard-insurance.com

POLICY SCHEDULE

To :	DEXTER T. CHUA	Policy Number :	DS-BPF-500999095
Address :	IPIL-IPIL ST., PHASE IV MULTINATIONAL VILLAGE PARANAQUE Paranaque 1708	Issue Date :	08/21/2024
Insured :	DEXTER T. CHUA	Client Number :	50268528
Business :	New Business	Agent Number :	50000928
		Referral Number :	SI-240820029/STY-240000080
		Ext./Prev. Policy Number:	
		From :	08/10/2024
		To :	02/10/2025 , at 12:00 Midnight
		Days :	185

SUMMARY OF PREMIUM AND OTHER CHARGES

PREMIUM PHP	500.00
Value Added Tax PHP	60.00
Documentary Stamp Tax PHP	62.50
Local Government Tax PHP	1.00

AMOUNT DUE PHP 623.50

CLASS OF INSURANCE	DETAILS OF INSURANCE
COVERAGE AMOUNT	G(13) Performance Bond FOURTEEN THOUSAND PESOS ONLY (PHP 14,000.00)

OBLIGEE	LEYTE NORMAL UNIVERSITY
TYPE OF COVER	Performance Bond - Services
BOND REGISTRY NUMBER	DS2400060

Endorsements Warranties and Clauses

THE POLICY, POLICY SCHEDULE, SPECIFICATIONS AND ANY ENDORSEMENTS WILL BE READ AS ONE CONTRACT

Documentary Stamps to the value shown herein have been affixed/imprinted to the premium register of the company in compliance with Revenue Regulation No. 15-2001 dated October 16, 2001
In witness whereof, the company has caused this Policy to be signed by its duly authorized representative. This document with the e-sign of Standard Insurance Co. Inc.'s authorized representative is system generated and serves as your official policy.

Patricia E. Chilip
President

Divinia D. Mitra
Head - Risk Management Division

Original1

BUENDIA DS1RLC

IMPORTANT REMINDER:

Please do not forget to check the correctness and accuracy of the details on the Policy Schedule. This will serve as the basis in the assessment and settlement of a claim. Any discrepancy or non-declaration may cause inconvenience or even nullification of a claim. Should there be any correction/s or change/s, inform your agent or writing office IMMEDIATELY.

Attached to and forming part of SICI Policy Number : DS-BPF-500999095

KNOWN ALL MEN BY THESE PRESENTS:

That we, DEXTER T. CHUA as PRINCIPAL and the STANDARD INSURANCE CO., INC. a corporation duly organized and existing under and by virtue of the Laws of the Philippines, as SURETY are held and firmly bound unto the LEYTE NORMAL UNIVERSITY in the sum of FOURTEEN THOUSAND pesos only (Php 14,000.00), Philippine Currency, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE AS FOLLOWS:

WHEREAS, PRINCIPAL has entered into a contract/agreement with herein OBLIGEE, LEYTE NORMAL UNIVERSITY, to guarantee the contractual obligation for the project -Consulting Services for ISO Certification of Leyte Normal University located at P. Paterno St., Tacloban, City.

WHEREAS, PRINCIPAL is obliged to dutifully and faithfully perform the contractual obligations under the above-mentioned contract / agreement and undertakes to indemnify the herein OBLIGEE for whatever actual loss or damage the latter may incur in connection with the contract/agreement.

WHEREAS, it is expressly agreed and understood that this bond does not guarantee nor secure any kind of cash/monetary advances by the OBLIGEE to the PRINCIPAL such as collection/remittances and is strictly limited only to such damages sustained and proved by the OBLIGEE caused by the Principal's default which in no case exceed the face value hereof. This bond shall not be considered as guarantee payment bond;

WHEREAS, this bond will not answer for any and/all liabilities consequent upon or traceable to vehicular accident, theft, robbery, fire, hi-jacking, earthquake, typhoon, flood and other fortuitous events;

WHEREAS, the limit of liability of the surety under this bond subject to proof, shall in no case exceed the sum of Php 14,000.00 Philippine Currency only, anything stipulated to the contrary here or elsewhere notwithstanding.

WHEREAS, the insured/intermediary warrants that the insured has no loss, damage and/or any other kind of liability that may give rise to a claim prior to issuance of this policy. The company accepts the payment of premium relying on this representation. Any breach thereof shall render this policy null and void.

WHEREAS, said OBLIGEE requires the said PRINCIPAL to give a good and sufficient bond in the above stated sum to secure the full and faithful performance on its/his part of said contract.

Attached to and forming part of SICI Policy Number : DS-BPF-500999095

NOW, THEREFORE, if the PRINCIPAL shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements stipulated in said contract, then this obligation shall be null and void, otherwise, it shall remain in full force and effect.

The liability of the SURETY under this bond shall expire on 10 February 2025 and the SURETY does not assume any responsibility for any liability incurred or created after said date; notice of claims against the SURETY must be given the bonding Company not later than ten (10) days from said expiration date, and failure to do so shall release the SURETY from all liabilities under this bond and shall be a bar against it.

IN WITNESS WHEREOF, we have signed these presents at Makati, Philippines, this 21st day of August 2024.

STANDARD INSURANCE CO. INC.
TIN 630-000-821-466 NV

DEXTER T. CHUA
170-237-464

By: DIVINIA D. MITRA

SENIOR VICE PRESIDENT

SIGNED IN THE PRESENCE OF :

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)

) S.S.

Before me, this

day of Aug. 21, 2024

personally appeared:

Name	Representing	Res. Cert. No.	Issued at	Date
Dexter T. Chua	Dexter T. Chua	No490-16302	LTO	Nov 19, 2032
Benedick T. Chua	Dexter T. Chua	No2-95-27863	LTO	Aug. 31, 2023
Maureen T. Chua	Dexter T. Chua	0040718	PRC	Mar 03, 2022

and DIVINIA D. MITRA exhibiting his/her Res. Cert. No./Govt. Issued ID P8481018A issued at DFA Manila , on October 15, 2018 representing STANDARD INSURANCE CO., INC the individuals name in and who executed the foregoing document and acknowledged to me that they executed the same as their free and voluntary act and deed and the free and voluntary act and deed of the company which he represents for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the date and year first above written.

Doc. No. _____
Page No. _____
Book No. _____
Series of 20 _____

REPUBLIC OF THE PHILIPPINES)

) S.S.

I, DIVINIA D. MITRA of STANDARD INSURANCE CO., INC., having been duly sworn, states and deposos that the said STANDARD INSURANCE CO., INC. is a corporation duly organized and existing under the laws of the Philippines, with principal office at Manila, is actually worth the amount specified in the above undertaking, over and above all just debts and obligations and property exempt from execution.

DIVINIA D. MITRA

SENIOR VICE PRESIDENT

SUBSCRIBED AND SWORN to before me this

day of Aug. 10, 2024

at Makati City , Philippines. Affiant exhibited to me his/her Resident Certificate No./Govt. Issued ID P8481018A

issued at DFA Manila

on October 15, 2018

and that of the Corporation No.

C- 00138825

issued at Makati City on January 10, 2023

Doc. No. 529

NOTARY PUBLIC

My commission expires Dec. 31, 2020

Page No. 110

BOOK NO. XW

Series of 20 2024

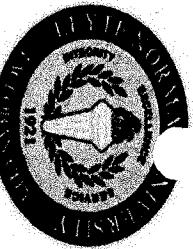
KITY. PHOEBELLYNS. CARREON

Notary Public

Commission No. 318-2024
Until December 31, 2025

RO# 79608

IBP No. 409934 | 08 Jan. 2024 | Cavite
PTR No. 3486403 | 08 Jan. 2024 | Paranaque
MOLE Comilliance No. VIII - 0003239 | 17 July 2023



REPUBLIC OF THE PHILIPPINES
LEYTE NORMAL UNIVERSITY
INTEGRITY • EXCELLENCE • SERVICE

NOTICE OF AWARD

June 14, 2024

ENGR. DEXTER T. CHUA

Consultant
CQL Business Systems Consulting
B14 L9 Ipił-Ipił St Ph4 Multinational Village
Parañaque City

Dear Engr. Chua:

We are happy to notify you that the project **Consulting Services for ISO Certification** is hereby awarded to you, at the Contract Price equivalent to Two Hundred Eighty Thousand Pesos Only (**₱280,000.00**).

You are therefore required, within **TEN (10)** calendar days from the receipt of this Notice of Award, to formally enter into contract with us, and to submit the **Performance Security**. Failure to enter into the said contract or provide the Performance Security shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,

EVELYN B. AGUIRRE, PA
University President

Conforme:
Name of Company:
Name of Bidder:
Date:

Dexter Chua

8/14/2024



REPUBLIC OF THE PHILIPPINES
LEYTE NORMAL
UNIVERSITY

INTEGRITY • EXCELLENCE • SERVICE 

Bids and Awards Committee

Resolution Recommending Alternative Mode of Procurement for the
Title of the Project: OMSASO: Consulting Services for ISO Certification

Resolution No.56

WHEREAS, the attached items are included in the Annual Procurement Plan 2024 and to which the University President has accepted and approved;

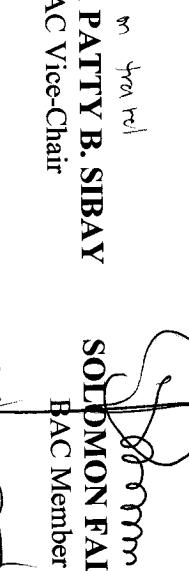
WHEREAS, the said items, for reasons of economy and efficiency, may be procured through Highly Technical Consultants since the Approved Budget for the Contract (ABC) for said procurement is less than the threshold of One Million Pesos (₱ 1,000,000.00).

NOW, THEREFORE, We the members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED to recommend that these items be procured through Highly Technical Consultants.

RESOLVED, at the BAC Chair's Office, this 3rd day of June 2024.


ORESTE M. ORTEGA, JR.

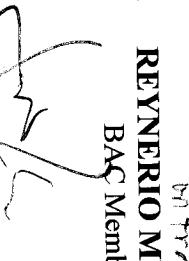
BAC Chairman


DIVINA PATTY B. SIBAY

BAC Vice-Chair


SOLomon FALLER JR.

BAC Member


REYNERIO MENDOZA

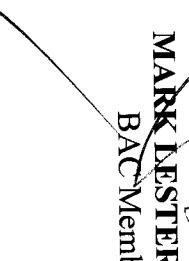
BAC Member


LEO REAYWEN TUGONON

BAC Member


NOELA RESTOR

BAC Member

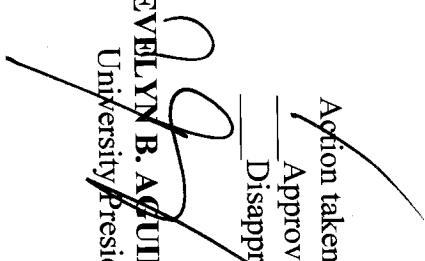

MARK LESTER LAURENTE

BAC Member

Action taken:

Approved

Disapproved


EVELYN B. AQUIRRE, DA

University President



REPUBLIC OF THE PHILIPPINES
LEYTE NORML AL
UNIVERSITY
INTEGRITY • EXCELLENCE • SERVICE

BIDS AND AWARDS COMMITTEE

RESOLUTION NO. 56 A

Series of 2024

BAC RESOLUTION RECOMMENDING TO THE HEAD OF PROCURING ENTITY (HOPE) THE AWARD OF CONTRACT TO ENGR. DEXTER T. CHUA, PIE FOR THE CONSULTING SERVICES FOR ISO CERTIFICATION VIA HIGHLY TECHNICAL CONSULTANT MODE OF PROCUREMENT

PROJECT DETAILS	
Project title	Consulting Services for ISO Certification
Project Budget (ABC)	PHP 280,000.00
Contract Duration	6 Months

WHEREAS, the Bids and Awards Committee (BAC) as mandated by RA No. 9184, otherwise known as the Government Procuring Reform Act, is the body tasked to post invitations to bid, conduct pre-bid conferences, to determine eligibility of prospective bidders, to receive and open bids, to conduct the evaluation of the bids, to conduct post-qualification, and to recommend award of the contracts of the Head of the Procuring entity;

WHEREAS, subject to the prior approval of the HoPE, and whenever justified by the conditions provided, the Procuring Entity may, in order to promote economy and efficiency, resort to any of the alternative methods of procurement provided in this Rule. In all instances, the Procuring Entity shall ensure that the most advantageous price for the Government is obtained;

WHEREAS, Negotiated Procurement is a method of procurement of Goods, Infrastructure Projects and Consulting services, whereby the Procuring Entity directly negotiates a contract with technically, legally and financially capable supplier, contractor or consultant in any of the following cases,

XX

53.7 Highly Technical Consultants. *In case of individual consultants hired to do work that is (i) highly technical or proprietary; or (ii) primarily confidential or policy determining, where trust and confidence are the primary consideration for the hiring of the consultant. Provided, however, That the term of the individual consultants shall, at the most, be on a six-month basis, renewable at the option of appointing HoPE, but in no case shall exceed the term of the latter.*

WHEREAS, on May 28, 2024 the end-user, Dr. Billy A. Danday, requested from the HoPE the budget for the services for the ISO Training/Consultancy Services (six months) and attached the Supplemental PPMP, Purchase Request, and Term of Reference from Engr. Dexter Chua in line with said requested services;

WHEREAS, the request was received by the Office of the University President on May 28, 2024 and was duly approved;

WHEREAS, the alternative mode of procurement was adopted for this project particularly through Highly Technical Consultant per BAC Resolution No. 56 dated June 3, 2024;



REPUBLIC OF THE PHILIPPINES
LEYTE NORMAL UNIVERSITY
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WHEREAS, the BAC found that Engineer Dexter T. Chua, PIE is legally, technically and financially capable to undertake and fulfill the consultancy work based on the Terms of Reference as required in Section 53.7 of Rule XVI (Alternative Methods of Procurement) of the Revised Implementing Rules and Regulations of Republic Act No. 9184;

NOW WHEREFORE:

BE IT RESOLVED AS IT IS HEREBY RESOLVED, the LNU – Bids and Awards Committee RECOMMENDS RECOMMENDING TO THE HEAD OF PROCURING ENTITY (HOPE) THE AWARD OF CONTRACT TO ENGR. DEXTER T. CHUA, PIE FOR THE CONSULTING SERVICES FOR ISO CERTIFICATION VIA HIGHLY TECHNICAL CONSULTANT MODE OF PROCUREMENT

Adopted during the Bids and Award Committee meeting held on June 3, 2024, at the LNU BAC Office, Ground Floor Administration Building, Leyte Normal University, Tacloban City.

SIGNATORIES

MR. LEO REAYWEN TUGONON

Academic Chair, Entrepreneurship Department
Bids and Awards Committee Member

MR. REYNERIO MENDOZA

Faculty, Science Unit
Bids and Awards Committee Member

DR. MARK LESTER P. LAURENTÉ

Faculty, IT Unit
Bids and Awards Committee Member

Patty B. Sibay
ATTY. DIVINA PATTY B. SIBAY

Attorney IV

Vice-Chair, Bids and Awards Committee

Noel A. Restor
MR. NOEL A. RESTOR

Admin. Staff

Bids and Awards Committee Member

Salomon Faller, Jr.
DR. SALOMON FALLER, JR.

Dean, College of Management and Entrepreneurship

Bids and Awards Committee

Orestes M. Sortega Jr.
MR. ORESTES M. SORTEGA JR.

CAO Administration

Chair, Bids and Awards Committee



Republic of the Philippines
LEYTE NORMAL UNIVERSITY
Tacloban City

PURCHASE REQUEST

Entity Name: Leyte Normal University		Fund Cluster: PR No.: 227-65 - 143		Date: May 28, 2024	
Responsibility Center Code :					
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
56	lot	ISO 9001:2015 Consultancy Services (6 Months)	1	280,000.00	280,000.00
				TOTAL	₱ 280,000.00
Purpose:					
Contract renewal (6 months) for ISO Consultancy.					
Requested by:		Approved by:			
Signature : Printed Name: Designation :	EVELYN B. AGUIRRE, DA Director, QMS SUC Levelling, ISO University President				

Purpose:

Contract renewal (6 months) for ISO Consultancy.

Requested by: _____ Approved by: _____

תכליתו של ר' יונה בראון

Received by: M. CURRIO
5/3/2024
10:32AM

No.	END-USER/UNIT: Quality Management on Administrative Services	PROJECT PROCUREMENT PLAN (PPMP) 2024															
		SCHEDULE/MILESTONE OF ACTIVITIES															
ISO 9001:2015 Consultancy Services (6 Months)	ISO 9001:2015 Consultancy Services (6 Months)	Qty	Unit	ESTIMATED UNIT PRICE	Mode of Procurement	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
2	ISO 9001:2015 Consultancy Services (6 Months)	1	lot	280,000.00	280,000.00	x	x	x	x	x	x	x	x	x	x	x	x
3	Toner (TN18) for photocopier	4	bot	5,000.00	20,000.00	x	x	x	x	x	x	x	x	x	x	x	x
4	Ink (for printer, Epson L565 T664), Black	15	bot	400.00	6,000.00	x	x	x	x	x	x	x	x	x	x	x	x
5	Ink (for printer, Epson L565 T664), Cyan	8	bot	400.00	3,200.00	x	x	x	x	x	x	x	x	x	x	x	x
6	Ink (for printer, Epson L565 T664), Magenta	8	bot	400.00	3,200.00	x	x	x	x	x	x	x	x	x	x	x	x
7	Ink (for printer, Epson L565 T664), Yellow	8	bot	400.00	3,200.00	x	x	x	x	x	x	x	x	x	x	x	x
8	A.M. Snack (Good for a 4-Day Consultation @ 1 pax)	4	pax	150.00	600.00	x	x	x	x	x	x	x	x	x	x	x	x
9	Lunch (Good for a 1-Day Audit @ 2 pax)	4	pax	400.00	800.00	x	x	x	x	x	x	x	x	x	x	x	x
10	P.M. Snack (Good for a 4-Day Consultation @ 1 pax)	4	pax	150.00	600.00	x	x	x	x	x	x	x	x	x	x	x	x
11	A.M. Snack (Good for a 1-Day Audit @ 2 pax)	2	pax	150.00	300.00	x	x	x	x	x	x	x	x	x	x	x	x
12	Lunch (Good for a 1-Day Audit @ 2 pax)	2	pax	400.00	800.00	x	x	x	x	x	x	x	x	x	x	x	x
13	P.M. Snack (Good for a 1-Day Audit @ 2 pax)	2	pax	150.00	300.00	x	x	x	x	x	x	x	x	x	x	x	x
14	Affare (roundtrip @ 2 pax)	4	pax	12,000.00	48,000.00	x	x	x	x	x	x	x	x	x	x	x	x
15	Certificates (Consultants and Auditors)	3	pcs	60.00	180.00	x	x	x	x	x	x	x	x	x	x	x	x
16	Tokens (Consultants and Auditors)	3	pcs	700.00	2,100.00	x	x	x	x	x	x	x	x	x	x	x	x
17	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 4 days @ 1 pax	4	pax	18,000.00	72,000.00	x	x	x	x	x	x	x	x	x	x	x	x
18	Affare (roundtrip @ 1 pax)	2	pax	24,000.00	48,000.00	x	x	x	x	x	x	x	x	x	x	x	x

CERTIFICATE OF AVAILABILITY OF FUNDS		LEYTE NORMAL UNIVERSITY											
This is to certify that fund is available for these requested items chargeable to the following fund category:		Republic of the Philippines											
<input checked="" type="checkbox"/> Regular Agency Fund	<input type="checkbox"/> LNU Income Generating Projects												
<input checked="" type="checkbox"/> Immaterial Generated Fund	<input type="checkbox"/> LNU Cafeteria												
<input checked="" type="checkbox"/> Other Fiduciary Fund	<input type="checkbox"/> LNU House												
<input checked="" type="checkbox"/> Trust Fund	<input type="checkbox"/> LNU Domitory												
<input checked="" type="checkbox"/> CHED Fund	<input type="checkbox"/> LNU Cafeteria												
<input checked="" type="checkbox"/> DOSIT Fund	<input type="checkbox"/> LNU Cafeteria												
<input checked="" type="checkbox"/> CORAZON Q. DE LA CRUZ Budget Office	<input type="checkbox"/> LEO A. DOMALAIN Accountant II												
<input checked="" type="checkbox"/> Certified Funds Available:	<input type="checkbox"/> Certified Cash Available:												
PROJECT PROCUREMENT PLAN (PPMP) 2024		END-USER/UNIT: Quality Management on Administrative Services											
Programs and Activities (PAPs)													

C. ISO 9001-2016 CERTIFICATION AUDIT (STAGE 2)

CONSULTANTS									
EXTERNAL AUDITORS									
19	A.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	x	x	x	x
20	Lunch (Good for a 3-Day Audit @ 3 pax)	9	pax	400.00	3,600.00	x	x	x	x
21	P.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	x	x	x	x
22	A.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	x	x	x	x
23	Lunch (Good for a 3-Day Audit @ 3 pax)	9	pax	400.00	3,600.00	x	x	x	x
24	P.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	x	x	x	x
25	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 5 days @ 3 pax	15	pax	5,000.00	75,000.00	x	x	x	x
26	Airfare (roundtrip @ 3 pax)	6	pax	12,000.00	72,000.00	x	x	x	x
27	Certificaties (Consultants and auditors)	6	pcs	60.00	360.00	x	x	x	x
28	Tickets (Consultants and auditors)	6	pcs	700.00	4,200.00	x	x	x	x
29	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 7 days @ 3 pax	21	pax	4,500.00	94,500.00	x	x	x	x
30	Airfare (roundtrip @ 3 pax)	6	pax	12,000.00	72,000.00	x	x	x	x
31	A.M. Snack (Good for a 1-Day IQA Event @ 1 pax)	1	pax	100.00	100.00	x	x	x	x
32	Lunch (Good for a 1-Day IQA Event @ 1 pax)	1	pax	350.00	350.00	x	x	x	x
33	P.M. Snack (Good for a 1-Day IQA Event @ 1 pax)	1	pax	100.00	100.00	x	x	x	x
34	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 3 days @ 1 pax	3	pax	4,500.00	13,500.00	x	x	x	x
35	Airfare (roundtrip @ 1 pax)	2	pax	12,000.00	24,000.00	x	x	x	x
36	A.M. Snack (Good for a 1-Day MR Event @ 3 pax)	3	pax	100.00	300.00	x	x	x	x
37	Lunch (Good for a 1-Day MR Event @ 3 pax)	3	pax	350.00	1,050.00	x	x	x	x
38	P.M. Snack (Good for a 1-Day MR Event @ 3 pax)	3	pax	100.00	300.00	x	x	x	x
39	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 3 days @ 3 pax	9	pax	40,500.00	40,500.00	x	x	x	x

CONSULTANTS									
G. MOCK Audit									
A.M. Snack (Good for a 3-Day Mock Audit @ 3 pax)									
41	Lunch (Good for a 3-Day Mock Audit @ 3 pax)	9	pax	100.00	900.00	100.00	x	x	x
42	P.M. Snack (Good for a 3-Day Mock Audit @ 3 pax)	9	pax	350.00	3,150.00	100.00	x	x	x
43	P.M. Snack (Good for a 3-Day Mock Audit @ 3 pax)	9	pax	350.00	3,150.00	900.00	x	x	x
44	Hotel Accommodation With Complementary Breakfast & Meals (Dinner) for 5 days @ 3 pax	15	pax	4,500.00	67,500.00	4,500.00	x	x	x
45	Afternoon Roundtrip @ 3 pax	6	pax	12,000.00	72,000.00	12,000.00	x	x	x
46	A.M. Snack (Good for a 3-Day Workshop Event @ 3 pax)	9	pax	100.00	900.00	100.00	x	x	x
47	Lunch (Good for a 3-Day Workshop Event @ 3 pax)	9	pax	350.00	3,150.00	100.00	x	x	x
48	P.M. Snack (Good for a 3-Day Workshop Event @ 3 pax)	9	pax	350.00	3,150.00	900.00	x	x	x
49	Hotel Accommodation With Complementary Breakfast & Meals (Dinner) for 5 days @ 3 pax	15	pax	4,500.00	67,500.00	4,500.00	x	x	x
50	Afternoon Roundtrip @ 3 pax	6	pax	12,000.00	72,000.00	12,000.00	x	x	x
51	A.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	150.00	x	x	x
52	Lunch (Good for a 3-Day Audit @ 3 pax)	9	pax	400.00	3,600.00	400.00	x	x	x
53	P.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	400.00	3,600.00	400.00	x	x	x
54	A.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	150.00	x	x	x
55	Lunch (Good for a 3-Day Audit @ 3 pax)	9	pax	400.00	3,600.00	400.00	x	x	x
56	P.M. Snack (Good for a 3-Day Audit @ 3 pax)	9	pax	150.00	1,350.00	150.00	x	x	x
57	Hotel Accommodation With Complementary Breakfast & Meals (Dinner) for 5 days @ 3 pax	15	pax	5,000.00	75,000.00	5,000.00	x	x	x
58	Afternoon Roundtrip @ 3 pax	6	pax	12,000.00	72,000.00	12,000.00	x	x	x
59	Certificatess (Consultants and Auditors)	6	pcs	60.00	360.00	60.00	x	x	x
60	Tokens (Consultants and Auditors)	6	pcs	700.00	4,200.00	700.00	x	x	x

CONSULTANTS									
H. SUC Leveling									
Common Supplies									
62	Airfare (roundtrip @ 3 pax)	6	pax	12,000.00	72,000.00				x
61	Hotel Accommodation with complimentary breakfast & meals (Dinner) for 7 days @ 3 pax	21	pax	4,500.00	94,500.00				x
63	Binding fee, soft-bound, Legal/A4/Letter	20	bind	100.00	2,000.00	x			
64	CD Label stickers with print (for SUC Leveling E-Copies)	12	pcs	50.00	600.00	x			
65	Tokens (consultants and auditors)	6	pcs	700.00	4,200.00	x			
66	Certificates (consultants and auditors)	6	pcs	60.00	360.00	x			
67	CD/DVD-R Cover Case	50	pcs	15.00	750.00	x			
68	Printed Covers of SUC Leveling Reports (Legal Size)	30	pcs	65.00	1,950.00	x			
SUC Leveling Technical Group Training and Workshop (7 days)									
69	Snacks AM @ 7 days w/ 40 pax	280	pax	100.00	28,000.00	x			
70	Lunch @ 7 days w/ 40 pax	280	pax	350.00	98,000.00	x			
71	Snacks PM @ 7 days w/ 40 pax	280	pax	100.00	28,000.00	x			
TOTAL BUDGET:									
					1,958,360.00				

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PMP

Prepared By:

DATE: November 24, 2023

End-User

BILLY A. DANDAY, Ph.D.

Billy A. Day

Recommended Approval:

GIL NICETAS B. VILLARINO, Ph.D.

Gil Nicetas B. Villarino

Vice-President for Administration and
Immediate Supervisor

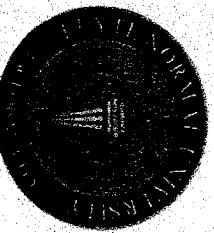
EVELYN B. AGUIRRE, D.A.

Evelyn B. Aguirre

University President

University President

Approved by:



LEYTE NORMAL UNIVERSITY

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OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

SPECIAL ORDER
No. 7, Series of 2024

TO : MR. ORESTE M. ORTEGA, JR.
OIC-CAO-Administration

FROM : DR. GIL NICETAS B. VILLARINO
Vice President for Administration and Finance

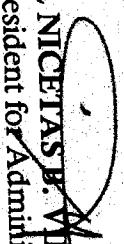
SUBJECT : DESIGNATION AS OFFICER-IN-CHARGE OF THE
OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION
AND FINANCE

DATE : 11 NOVEMBER 2024

In the exigency of the service and to ensure continuous operation of the Office of the Vice President for Administration and Finance, you are hereby designated as Officer-In-Charge of that said office while the undersigned is on Official Travel effective November 12-15, 2024, or until he comes back.

As such, you are to manage the affairs of the office, sign documents and reports that need immediate action but not policy determining and take representation during urgent meetings and other related concerns of the office.

FOR YOUR GUIDANCE AND COMPLIANCE.


GIL NICETAS B. VILLARINO, PhD
Vice President for Administration and Finance

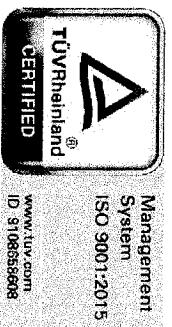
Cc: Records HRMO Accounting File





Leyte Normal University
QUALITY MANAGEMENT SYSTEM
ON ADMINISTRATIVE SERVICES OFFICE
Tacloban City

qms@lnu.edu.ph



ISO Consultancy Services Terms of Reference

A. Management Review (Year-End)

OBJECTIVES

The objectives of this phase are as follows:

1. to assist the organization in the conduct of management review; and
2. to assist the Quality Management Representative in the preparation/ review of Management Review minutes.

DURATION

Year-End - One (1) Man-day (One (1) day with One (1) Consultant)

METHODOLOGY

Face-to-face/ Remote Management Review and assistance in preparation of minutes

LOGISTICS REQUIREMENTS

1. Data pertaining to management review topics

B. Quality Management System (QMS) Documents Review Sessions

OBJECTIVES

The objective of this phase is to review and update the quality management system (QMS) documents of the different offices.

The QMS Documents covered include the following:

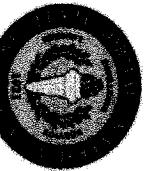
1. OPRP/ DPCR
2. Needs and Requirements of Relevant Interested Parties
3. SWOT Analysis
4. Risk Assessment/ Treatment Plan
5. Opportunity Assessment/ Plan
6. Communication Plan
7. Inventory of Data to Analyze and Evaluate

METHODOLOGY AND DURATION

One-on-one sessions - Three (3) Man-days (Three (3) days with One (1) Consultant)

LOGISTICS REQUIREMENTS

1. What to prepare per office:
 - a. Laptop/ Desktop for the workshop/ review sessions
 - b. Latest OPCR/ DPCR and accomplishments
 - c. Latest Needs and Requirements of Relevant Interested Parties
 - d. Latest SWOT Analysis



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ON ADMINISTRATIVE SERVICES OFFICE
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qms@lnu.edu.ph



- e. Latest Risk Assessment/ Treatment Plan
- f. Latest Opportunity Assessment/ Plan
- g. Latest Communication Plan
- h. Latest Inventory of Data to Analyze and Evaluate with actual graphs with analysis and evaluation

C. Mock Audit/ Follow-up Certification Audit Findings

OBJECTIVES

The objectives of this phase are as follows:

- 1. to assess the compliance of the organization to the requirements of ISO 9001:2015;
- 2. to ensure all certification body findings are addressed, and;
- 3. to identify areas for improvement.

DURATION

Six (6) – Seven (7) Man-days

METHODOLOGY

Face-to-face interview and checking of records

LOGISTICS REQUIREMENTS

- 1. Manual/ Procedures
- 2. Records

D. ISO 9001:2015 Orientation/ Refresher

OBJECTIVE

To orient new and existing employees the concepts and requirements of ISO 9001:2015.

DURATION

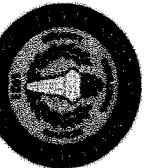
One (1) Man-day

METHODOLOGY

Face-to-face/ Remote conduct of orientation

LOGISTICS REQUIREMENTS

- 1. Physical venue or virtual platform



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QUALITY MANAGEMENT SYSTEM
ON ADMINISTRATIVE SERVICES OFFICE
Tacloban City
qms@lnu.edu.ph



E. IQA Workshop/ Refresher

OBJECTIVE

The orient new and existing internal quality auditors on the concepts of internal auditing and requirements of ISO 9001:2015.

DURATION

Two (2) Man-days

METHODOLOGY

Face-to-face conduct of workshop

LOGISTICS REQUIREMENTS

- Physical venue

F. QMS Documents Review Sessions/ Mock Audit/ Follow-up Certification Audit Findings

OBJECTIVE

The objective of this phase is to cover the remaining areas from the first cycle or to follow-up pending areas. (Refer to Phase C)

METHODOLOGY AND DURATION

Four (4) Man-days

LOGISTICS REQUIREMENTS

- Manuals/ Procedures
- Records

Prepared by:

BILLY A. DANDAY, Ph.D.

Director, QMSAS - ISO, SUC Levelling

ENGAGEMENT PROFESSIONAL SERVICES

Month/ Year	Activities	Duration	Proposed Attendees	Proposed Timeline
1 st / 2 nd Month	A. Management Review – (Year-End)	1 Man-day	All Heads	1 st / 2 nd Month
2 nd / 3 rd Month	B. QMS Documents Review Sessions	3 Man- days	All Heads	2 nd / 3 rd Month
3 rd / 4 th Month	C. Mock Audit/ Follow-up Certification Audit findings (First Cycle)	6 Man- days	All Offices	3 rd / 4 th Month
4 th / 5 th Month	D ISO 9001:2015 Orientation/ Refresher	1 Man-day	All/ New Employees	4 th / 5 th Month
5 th Month	E. IQA Workshop/Refresher	2 Man- days	Internal Quality Auditors	5 th Month
5 th / 6 th Month	F. QMS Documents Review Sessions/ Mock Audit/ Follow-up Certification Audit findings (Second Cycle)	4 Man- days	All Offices	5 th / 6 th Month

DEXTER T. CHUA
Cell 0917-8100339

E-mail dextchua@cql.com.ph / Web site: www.cql.com.ph

E D U C A T I O N

De La Salle University - Graduate School of Business
Manila, Philippines

MASTER IN BUSINESS ADMINISTRATION

De La Salle University

Manila, Philippines

BACHELOR OF SCIENCE IN INDUSTRIAL ENGINEERING,
MINOR IN MECHANICAL ENGINEERING (BS-IEM)

Chiang Kai Shek College

Manila, Philippines

HIGH SCHOOL DIPLOMA (1990)
GRADE SCHOOL DIPLOMA (1986)

A W A R D S A N D R E C O G N I T I O N

De La Salle University

Manila, Philippines

MBA DEAN'S LIST (4 of 8 Trimesters)

SGV & Co.

Makati, Philippines

SGV SPECIAL AWARD (For Spearheading ISO 9000 Effort)

De La Salle University

Manila, Philippines

BS-IEM DEAN'S LIST (7 of 12 Trimesters)

De La Salle University

Manila, Philippines

BS-IEM DEAN'S LIST AWARD

P R O F E S S I O N A L E X P E R I E N C E

CQL Business Systems Consulting

Parañaque, Philippines

MANAGING PARTNER (February 1999 – Present)

Relevant Work Experience

PROCESS / QUALITY MANAGEMENT

Involved in various phases of ISO 9001 consultancy assistance. Responsibilities included the conduct of ISO 9001 workshop, diagnostic review/quality health check, quality systems documentation development and review, implementation progress review, internal quality audit, and quality system maintenance assistance. The work also involved identifying areas of the company's operations that can be improved, such as organizational set-up and work processes.

FOOD SAFETY MANAGEMENT / GOOD MANUFACTURING PRACTICES

Involved in various phases of food safety management consultancy assistance. Responsibilities included the conduct of FSSC 22000, ISO 22000, ISO/TS 22002-1, ISO 22716, Good Manufacturing Practices, Hazard Analysis Critical Control Point (HACCP) workshops, diagnostic review, documentation development and review, implementation progress review, food safety audit, and food safety maintenance assistance.

ENVIRONMENTAL MANAGEMENT

Involved in various phases of ISO 14001 consultancy assistance. Responsibilities included the conduct of ISO 14001 workshop, diagnostic review, aspect and impact analysis, documentation development and review, implementation progress review, environmental audit, and environmental system maintenance assistance.

INFORMATION SECURITY MANAGEMENT

Involved in various phases of ISO 27001 consultancy assistance. Responsibilities included the conduct of ISO 27001 workshop, diagnostic review, information security analysis, documentation development and review, implementation progress review, information security audit, and information security maintenance assistance.

HUMAN RESOURCES MANAGEMENT

Provided job analysis and compensation review for the company. Responsibilities include providing trainings, conducting interviews, job analysis and compensation review.

STRATEGIC MANAGEMENT

Assisted companies in setting up their vision, mission, objectives, and values. Responsibilities include providing trainings, and facilitation.

De La Salle University Manila, Philippines

INDUSTRIAL ENGINEERING DEPARTMENT FACULTY (September 1997 – 2000)

Handles courses for Industrial Engineering majors, particularly in the field of statistics, quality, and human behavior. Course discussion includes concepts, experience sharing, and case analysis.

SGV Business Consulting, SGV & CO.

1994 - 1999

Makati, Philippines
SUPERVISOR (September 1998 – January 1999)
SENIOR CONSULTANT (September 1996 – August 1998)
JUNIOR CONSULTANT (July 1994 – August 1996)

Relevant Work Experience

PROCESS MANAGEMENT

Involved in process improvement and/or process reengineering studies. Consultancy assistance involved operations review and systems and procedure development with the aim of streamlining the business processes, policies, and procedures of the organization. Duties and responsibilities involved developing recommendation to improve productivity and efficiency of the organization's operations, as well as to identify necessary controls. Scope of engagement ranged from review of organization structure, sales and marketing, supply chain (inbound logistics, warehousing, and outbound logistics), shop floor operation, human resources and accounting functions.

QUALITY MANAGEMENT

Involved in various phases of ISO 9000 consultancy assistance. Responsibilities included the conduct of ISO 9000 workshop, diagnostic review/quality health check, quality systems documentation development and review, implementation progress review, and internal quality audit assistance. The work also involved identifying areas of the company's operations that can be improved, such as organizational set-up and work processes.

OTHERS

- Conducted an ISO 14001 (EMS) audit on a hotel.
- Conducted an ISO 9002 certification audit on a manufacturing company.
- Conducted market and economic analysis of the Philippines on a quarterly basis. Work involved tabulating the survey forms, and interpreting the results of the market and economic condition of the Philippines. Survey respondents are from the manufacturing and service sectors.
- Conducted a market study for a manufacturer and importer of home appliances. The study involved interviews and surveys of various local manufacturers and trade channels, and research work on various government agencies and establishments, and economic indicators.
- Conducted a feasibility study on setting up a tunnel freezer for a chicken processing plant. Work involved data gathering on both technical and financial specifications from various suppliers, plant area allocation, and use of cost and benefit analysis to determine the feasibility of the tunnel freezer.
- Conducted an on-site technical and operational analysis of a tank radar system installed at their refinery tanks to monitor on-line inventory.
- Conducted an on-site audit of a mining company's inventory system. Work involved inspection on the compliance of inventory taking from the standard procedures, and the accuracy of the inventory taking process.

P R O F E S S I O N A L T R A I N I N G / S E M I N A R S A T T E N D E D

QUALITY/ENVIRONMENT/FOOD SAFETY/INFORMATION SECURITY MANAGEMENT

- ISO 9001:2018
DTI
- ISO 22000:2005
SGS Philippines, Inc.
- ISO 9001:2008
SGS Philippines, Inc.
- LEAD AUDITOR TRAINING COURSE ISO 27001
SGS Philippines, Inc.
- Provisional Assessor/Auditor
- LEAD AUDITOR TRAINING COURSE ISO 9001:2000
Lloyds Register Quality Assurance Ltd. (2001)
Provisional Assessor/Auditor (Certificate number:
01900)
- OHSAS 18001
AJA Philippines
- ISO 9000:1994 TO ISO 9000:2000 MANAGING THE BIG SHIFT
SGS Philippines, Inc. (2000)
- ISO 9000 INTERNAL QUALITY AUDIT SEMINAR, SGV Consulting (1995)
- ISO 9000 OVERVIEW SEMINAR SGV Consulting (1994)

CONFERENCES/SEMINARS ON BUSINESS MANAGEMENT

- BUSINESS PROCESS REENGINEERING Consulting
SGV (1994)
- TOTAL QUALITY MANAGEMENT AND ISO 9000 Consulting
SGV (1994)
- PROFITABLE MATERIALS MGMT. Consulting
SGV Consulting (1994)

OTHERS

- REVENUE ENHANCEMENT SERVICES
SEMINAR
Arthur Andersen & Co., and SGV Consulting (1998)
- ABC MODELLING WORKSHOP
ABC Technologies, Inc. ('995)
- ABCS OF ACTIVITY-BASED MGMT.
ABC Technologies, Inc. (1995)

- ▷ CHANGE ENABLEMENT SEMINAR
Arthur Andersen & Co., and SGV Consulting (1997)
- ▷ STRATEGIC CONSULTING COURSE
Asian Institute of Management and SGV Consulting (1996)
- ▷ ABC MODEL: CASE STUDIES WORKSHOP
ABC Technologies, Inc. (1995)
- ▷ OPERATIONAL CONSULTING IMMERSION ISCHOOL Arthur Andersen & Co. (1994)
- ▷ SPIRIT OF FACILITATION SGV Consulting (1994)

P R O F E S S I O N A L T R A I N I N G / S E M I N A R S

STRATEGIC MANAGEMENT

- ▷ UNDERSTANDING KEY PERFORMANCE INDICATORS
- ▷ RISK MANAGEMENT

QUALITY MANAGEMENT

- ▷ STATISTICAL PROCESS CONTROL WORKSHOP
- ▷ ISO 9000:1994 OVERVIEW
- ▷ BASIC IMPROVEMENT TOOLS
- ▷ 5S + 1
- ▷ CONTROL OF DOCUMENTED INFORMATION
- ▷ 7 QC TOOLS

OTHERS

- ▷ ISO 14001 Orientation
- ▷ ISO 27001 Orientation
- ▷ ISO 22716
- ▷ Manager and Supervisor Course
- ▷ Customer Service
- ▷ INTERNAL QUALITY AUDIT WORKSHOP
- ▷ ISO 9001:2000 TRANSITION COURSE
- ▷ ISO 9001:2000 ORIENTATION RECORDS
- ▷ ISO 9001:2008 ORIENTATION
- ▷ ISO 9001:2015 ORIENTATION
- ▷ FSSC 22000 and ISO TS 22002-1 Orientation
- ▷ ISO 22000 Orientation
- ▷ GMP/SSOP
- ▷ Hazard Analysis and Critical Control Point (HACCP)

RESOURCE SPEAKER

- ▷ Association of Nursing Service Administrators of the Philippines, Inc. Cavite Chapter 2013 – ISO 9001:2008
- ▷ St. Dominic Medical Center 2013 – ISO 9001:2008
- ▷ Philippine Association of Colleges and Universities Commission on Accreditation 2012 – ISO 9001:2008
- ▷ Balbuena University 2012 – Annual Planning Conference on ISO 9001:2008
- ▷ Association of Philippine Colleges of Arts and Science (APCAS) Convention 2011- Interfacing ISO with Outcomes-Based Education and Accreditation Requirements

CONFERENCES/SEMINARS ON BUSINESS MANAGEMENT

- ▷ TOTAL QUALITY MANAGEMENT AND INTERMEDIATE COURSE FOR INTERNAL AUDITORS
- ISO 9000

P R O F E S S I O N A L A F F I L I A T I O N S

ASEAN ENGINEER, ASEAN ENGINEERING REGISTER (2013 to Present)

MEMBER, PHILIPPINE INSTITUTE OF INDUSTRIAL ENGINEERS (1994-1996, 2013 to Present)

MEMBER, MANILA JAYCEES INC. (2001 – 2007)

S K I L L S A N D A V O C A T I O N S

COMPUTER SKILLS

PROFICIENT IN MICROSOFT WORD, EXCEL, POWERPOINT, VISIO.

LANGUAGES

FLUENT IN ENGLISH, FILIPINO, FOOKIEN, AND MANDARIN.

C O M P A N I E S A S S I S T E D

1. ABENSON
2. ABPEA
3. ACABAR Marketing International Inc.
4. ACCUSTOM
5. Adamson University
6. Advance Solutions Inc.
7. Airfreight 2100
8. ALPLA Philippines
9. Amico Rice Grains Corporation
10. Angelus Medical Clinic
11. Antonina Industrial Corporation
12. Apartment 1-B Commissary
13. Asialink Shipping Lines Inc.
14. Associated Drugs, Inc.
15. Asta Funding Inc.
16. Bauhinia Brewery Corporation
17. BB Shipping Navigation Corporation
18. Bert Lozada Swim School
19. Blank Boardsports Supply Co. Inc.
20. Bureau of Communications Services
21. Calapan Waterworks Corporation
22. Cartan Distribution Network, Inc.
23. CCI Learning Institute
24. Center Line Engineering
25. Centro Escolar University (CEU)
26. Century Hotel, Saipan
27. Century Insurance Co., Ltd. Saipan
28. Cherry Laboratory Inc.
29. Chiang Kai Shek College
30. City Garden Suites - Manila
31. City Garden Hotel Makati
32. CKU Steel Corporation
33. Closure Systems International
34. Collie Cycle Inc.
35. Continental Sales Inc.
36. Contract Packaging Corporation of the Philippines
37. Cosmocare International Inc.
38. Cosmos Distributing, Guam/Saipan
39. Creative Design Labs, Inc.
40. CTSL Logistics, Cambodia
41. CTSL Logistics Ltd, Hong Kong
42. CTSL Logistics, Guam
43. CTSL Logistics Philippines, Inc.
44. CTSL Logistics, Saipan
45. DMW & Associates Inc.
46. Dong Sun Ironware Processor, Inc.
47. Eastway Travel Goods, Inc.
48. Espa-Fil Import and Export Corporation
49. Ever Group of Companies
50. E. Y. Industrial Sales
51. Fast Cargo Logistics
52. First Multi-Tech Industrial & Dev. Corp.
53. First Philippine Industrial Corporation
54. Fresh N' Famous Foods Inc. (ChowKing)
55. G8 Goldpaks Inc.
56. Garbia Structural and Geotechnical Solutions
57. Golden Dragon Systems International Corporation
58. Hannah Medical Clinic
59. Henscha Philippines Inc.
60. Hinge Inquirer Publications
61. Hooverdale Industrial Corporation
62. Hygienic Packaging Corporation
63. Ibarra's Group
64. ICSEC Kaplan
65. ICSEC Publishing and Distribution Corp.
66. Inaveit Systems Technologies Corp.
67. Innovative Packaging Industry Corporation
68. Intercrew Philippines Agency, Inc.
69. International Consolidator of the Phils. Inc.
70. Island Mountain Fresh Mushrooms Corporation
71. Jelly Cham Manufacturing Corporation
72. Jollibee Worldwide Services Logistics
73. Jose Rizal University
74. Kester Grant College Philippines
75. Kitchen SuperCenter Inc.
76. Kooll Company Inc.
77. KS Grandharvest Co.
78. La Consolacion College Biñan
79. La Consolacion College Manila
80. Leadpack Corporation
81. Leadpack Foods
82. Lemon Square (Big E Corporation)
83. Leyte Normal University (LNU)
84. L&T International Group Phils., Inc.
85. Llavecon Builders
86. Lotte Aluminum
87. Lotus Garden Hotel, Manila
88. LSG Sky Chefs Guam/Saipan
89. Lyceum of the Philippines University
90. M2000 IMEX Company Inc.

91. Mang Bok's Food Industries, Inc.
92. Mang Bok's Franchising, Inc.
93. Mang Inasal Philippines Inc.
94. Manila Comisario Central Inc.
95. Manila Hotel
96. Manila North Tollways Corporation
97. Manila Yacht Club
98. MC Square
99. MCT Foods Inc.
100. Medical Plastic Corporation
101. Medical Towers Laboratory Diagnostics Inc.
102. Mega Global Corporation
103. Metro Steel Manufacturing Corporation
104. Miriam College
105. MORBAI Charts/Maps & Maritime Supplies
106. Movie and Television Review and Classification Board (MTRCB)
107. Nakashin Davao International, Inc.
108. NAMEI Polytechnic Institute
109. Napa Gapa Beverages Corporation
110. NextCare Medical Clinic
111. Oreta Medical Clinic
112. Our Lady of Fatima Medical Clinic
113. Oxford Printing & Paper Manufacturing Corp.
114. Pacific Online Systems Corporation
115. PACUCOA
116. Phesco Inc.
117. Philake Metal Corporation
118. Philippine Medical Tests System
119. Philippine Science High School
120. Photo Density
121. Planters Products, Inc.
122. Plasticell Packaging Corporation
123. POI Aviation Inc., Saipan
124. Primeplas Packaging Corporation
125. Prism Puff Pastry Corporation
126. Prople BPO Inc.
127. Remington Industrial Sales Corporation
128. RM Foods, Inc.
129. SEAMEO INNOTECH
130. Shopwise
131. Sincerity International Cargo Services Corp.
132. San Miguel Brewery Inc.
133. San Miguel Food Inc. – Great Food Solutions
134. SM Lazoo Medical Clinic Inc.
135. St. Dominic College of Asia
136. St. Dominic Medical Center
137. St. Jude College
138. St. Martin Polyclinic, Inc.
139. St. Michael's College of Laguna
140. Standard Insurance Company, Inc.
141. Subsea Services, Inc.
142. Sun Moon Fruits
143. Sumrich Manufacturing Corporation
144. SuperCare Medical Clinic, Inc.
145. Tabuk Water Corporation
146. Tango, Inc., Guam
147. Total Gaming Technologies Inc.
148. Trinity Steel Products, Inc.
149. Trustworthy Laboratory and Diagnostic Clinic
150. UM Medical and Multitest Diagnostic Center
151. University of Mindanao
152. University of the Visayas
153. Unique International Export Ltd. Corp.
154. Varorient Shipping Co. Inc.
155. VICMA Marketing Corporation (Concorde) Vinland International Inc.
157. W Landmark, Inc.
158. Zenith Foods Corporation (Jollibee)
159. Zolberg Corporation



No. 3564, 11



Agency PARANAQUE CITY

Nature of Collection	Account Code	Amount
Interest Accrued	1-311 04-00	1,000.00
Interest Acc. on Overdue	4-311 04-00-01	83.00

Approved: 4/11/05 0900 01

RECEIVED ON BEHALF OF THE REPUBLIC OF THE PHILIPPINES
4/11/05

NOTE: Write the number and date of this receipt on the back
of check or money order received.

THE ATTORNEY GENERAL

Certified True Copy

4/12/05

DEXTER TIU CHUA

BUREAU OF INTERNAL REVENUE	
TAXPAVER'S IDENTIFICATION NUMBER	
170-237-464	
NAME	CHUA DEXTER T
ADDRESS	320 ROXAS SEAFRONT PASAY CITY
DATE OF ISSUE	03-25-94


JOSE U. ONG
Commissioner

DEXTER TIU CHUA
Certified True Copy



View Red Registration

[Back \(https://philgeps.gov.ph/SupDashboards/dashboard\)](https://philgeps.gov.ph/SupDashboards/dashboard)

My Contact Details

Salutation	Mr	First Name	Dexter
Middle Name	Tiu	Last Name	Chua
Gender	Male	Position	President
Landline Area Code	02	Landline Number	88264137
Landline Extension Number		Fax Area Code	
Fax Extension Number		Fax Number	
Country Code	63	Mobile Number	9178100339
Email Address	dextchua@yahoo.com		

Organization Details

Organization Id	327474	Registration Date	13-Dec-2022 04:54 PM
Registration Status	active		
Organization Name	MR DEXTER TIU CHUA	Form Of Organization	Individual Local Consultant
Location	local		
Business Tax Identification Number	170237464	CERTIFIED TRUE COPY	 DEXTER TIU CHUA

Individual Local Consultant Details

Field Of Expertise	Management advisory services
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Local Organization Address

<https://philgeps.gov.ph/suppliers/view/327474>

Country Name	Philippines	Region	NCR
Province	Metro Manila	City/Municipality	Parañaque City
Street Address	B14 LG9 Ipiil Ipiil St Ph4 Multinational Village	Zip Code	1708

Bank Account Details**Bank Name****Branch Code****Bank Branch****Account Number****Uploaded Supporting Document**

Uploaded 1670921660_Dex TIN.pdf
Supporting (https://philgeps.gov.ph/portal_documents/merchant_reg_documents/user_327474/documents/1670921660_Dex_TIN.pdf)

Status

Red Approved

List of Active Users of the Merchant Organization

Last Name	First Name	Middle Name	Position	Status
No Records Found				

CERTIFIED TRUE COPY



DEXTER TIU CHUA



PhilGEPS

Philippine Government Electronic Procurement System

Status: In-Preparation

Award Notice Abstract (Ref No.: 4875069)

Control Number:	P. Paterno St Tacloban City Leyte, Region VIII, Philippines	Award Type:	(Negotiated)
Approved Budget:	Php280,000.00	Award Notice	
Procurement Mode:	Negotiated Procurement - Highly Technical	Contact Person :	MR DEXTER TIU CHUA
Classification:	Consulting Services for ISO Certification	Designation :	Dexter Chu President
Category:	Consultants (Sec. 53.7)	Contract Amount:	Procurement - Highly Tech Php28,000.00
Reason for Award :	Highly Technical Consultant	Budget	Php280,000.00
Applicable	Consulting Services	Date Last Updated:	03-Aug-2024
Procurement Rules:	Implementing Rules and Regulations	Created By:	Melien Cuacko
Funding Source:	Government of the Philippines (GOP)	Date Created:	03-Dec-2024
Funding Instrument:	Corporate Budget for the Contract Approved by the Board	Approver:	Melien Cuacko
Area of Delivery:	Leyte	View Documents:	1
Contract Duration:	6 Month/s		
Contact Person:	Melien Cuacko		
Created By:	Melien Cuacko		
	Melien Cuacko		