PHILIPPINE COMPETITION COMMISSION
Ensuring businesses compete and consumers benefit

9/F and 25/F Vertis North Corporate Center 1
North Avenue, Bagong Pag-Asa, Quezon City 1105
www.phcc.gov.ph
queries@phcc.gov.ph
(+632) 8771 9722

REQUEST FOR PROPOSAL

Procurement of Certification Body Services for the Surveillance Audit of the Philippine Competition Commission (PCC) Information Security Management System (ISMS)

P.R. No./Date Received: **2026-08-0113 / 07 August 2026**

RFQ/P No. / Date: **2026-08-0094 / 28 August 2026**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached ***Detailed Technical Specifications*** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

Required Documents/Information to be submitted as Attachments to the Proposal:

- Valid Mayor's/Business Permit / BIR Cetificate of Registration in case of individual.
- PhilGEPS Registration Number
- Notarized Omnibus Sworn Statement and if applicable,Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney for sole proprietorship or all members of the joint venture or giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. Template may be access in GPPB -TSO website or visit this link:

  https://www.gppb.gov.ph/wp-content/uploads/2025/08/NGPA_Omnibus-Sworn-Statement.docx
- Signed Request for Proposal
- Signed Detailed Technical Specifications **(Please take note of the Additional Requirements as stated in the Technical Specifications.)**

This pro-forma quotation maybe submitted through ***registered*** or ***electronic mail*** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to ***procurement@phcc.gov.ph*** or ***mbnunez@phcc.gov.ph*** on or before **03 September 2026, 5:00 PM** subject to the following *Terms and Conditions:*

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. **Salient provisions of the IRR of RA 12009: Section 71 - Liquidated Damages and Section 98 - Imposition of Administrative Penalties of Private Entities shall be observed.**
7. **PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 70 of the same IRR.**
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed *Detailed Technical Specifications*.
10. Please note that the award of the procurement is on a **per lot basis.**
11. **This project adopts the Implementing Rules and Regulations of RA 12009.**

Very truly yours,
redacted

ATTY. JOSEPH MELVIN B. BASAS redacte
Chairperson, Bids and Awards Committe d

Item	QTY	UNIT	ABC	Project Title	Total Amount (To be filled-up by the supplier)
1	1	lot	₱ 205,000.00	**Procurement of Certification Body Services for the Surveillance Audit of the Philippine Competition Commission (PCC) Information Security Management System (ISMS)** *(Please see attached Detailed Technical Specifications)*	
Total ABC			**₱ 205,000.00**	**TOTAL Amount :**	
Delivery Instructions:				*(Please see attached Detailed Technical Specifications)*	

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____

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DETAILED TECHNICAL SPECIFICATIONS

Procurement of Certification Body Services for the Surveillance Audit of the Philippine Competition Commission (PCC) Information Security Management System (ISMS)

I. RATIONALE

The Philippine Competition Commission (PCC) plays a crucial role in overseeing fair competition practices across various markets. The confidentiality, integrity, and availability of the information being managed are more important than ever. The PCC is committed to maintaining confidentiality in managing sensitive data related to business practices, market dynamics, and regulatory compliance. In this context, adopting a robust Information Security Management System (ISMS), aligned with the ISO 27001:2022 standards, is beneficial and essential.

The PCC intends to engage the services of an accredited Certification Body to conduct the First Surveillance Audit of its Information Security Management System (ISMS) and assess its continued conformity with the requirements of ISO/IEC 27001:2022.

The implementation and maintenance of an ISO/IEC 27001:2022-certified ISMS will assist the PCC in meeting applicable legal, regulatory, and contractual requirements relating to information security, data protection, and privacy.

II. OBJECTIVES

The primary objective of this engagement is to procure the services of a Certification Body to conduct the First Surveillance Audit of the Philippine Competition Commission (PCC) Information Security Management System (ISMS). The audit aims to provide independent confirmation that the PCC ISMS continues to conform to the requirements of ISO/IEC 27001:2022, based on objective evidence gathered during audit activities conducted by the Certification Body.

III. SCOPE OF WORK

The First Surveillance Audit shall cover the Provision of Information Security Management for the Philippine Competition Commission's (PCC) Information and Communications Technology Division (ICTD) Services such as:

1. Application Management, Network and Infrastructure Management, and Technical Services.
2. The Certification Body shall perform the following activities:
    a. Prepare and submit an Audit Plan for the ISMS audit within five (5) working days from the signing of the Contract of Service.
    b. Conduct a Surveillance Audit of the ISMS not later than September 2026.
    c. Subject to the results of the Surveillance Audit, recommend the continuation and maintenance of the existing ISO/IEC 27001:2022 certification, subject to the certification decision process.
    d. Submit the following reports according to the services provided:
        i. A detailed audit report on the Surveillance Audit within thirty (30) working days from audit.
        ii. A detailed report within thirty (30) working days after each additional audit performed by the Certification Body and agreed with the PCC.
        iii. Whenever applicable, provide substantiated feedback on PCC's responses to the outcome of any audit, particularly action plans drawn up in response to audit findings.
3. The First Surveillance Audit assesses the continued effectiveness of the Information Security Management System (ISMS), including information security governance, risk management, technology systems, and security controls, in accordance with ISO/IEC 27001 requirements.
4. The audit reports should include at least:
    a. A summary of the activities performed
    b. A statement on the status of the PCC's management system and its fulfillment of the applicable standard.
    c. A technical report detailing the audit findings, substantiated by relevant objective evidence.

IV. CERTIFICATION BODY'S RESPONSIBILITIES

The Certification Body shall:

1. Provide documentary evidence of similar projects or engagements that are ongoing or have been completed.

2. Conduct activities pertaining to this engagement with the highest standards of professional and ethical competence and integrity.
3. Commit to treating with utmost confidentiality, all information about the PCC, its operations as well as other material information that will be gathered and used with respect to this engagement.
4. The Certification Body shall deploy a team of competent and qualified auditors composed of at least two (2) members for the PCC.
5. Prepare the Surveillance Audit Plan and methodology based on globally accepted standards and aligned with PCC needs. Taking into consideration the business continuity while conducting the audit on ISO 27001, the Audit Plan and Methodology must be reviewed by the Chief, Information and Communications Technology Division and approved by the Director IV, Administrative Office.
6. Coordinate with the PCC, through its ISMS Secretariat, regarding any changes to the auditor/s to be deployed and the scheduled audit dates. For any changes request (e.g., change of auditor/s and schedule cancellation/adjustments), however, at least seven (7) working days' notice shall be given, and the said change /adjustment shall be mutually agreed upon by both parties.
7. Adhere to the approved certification or audit plan as well as any changes or adjustments that may be agreed upon by both parties;
8. Submit the required audit reports within the timelines specified in this DTS.

V. CERTIFICATION BODY QUALIFICATION REQUIREMENTS

The service provider must have expertise, experience and capacity to implement the project.

Criteria	Minimum Qualifications	Basis
Applicable experience of the Certification Body	Must have completed at least three (3) similar contracts involving ISO/IEC 27001 certification, surveillance, recertification, or transition audits.	Certificate of Satisfactory Service and/or Certificates of Completion and Acceptance
	With at least five (5) years of relevant experience in conducting ISO/IEC 27001 audits.	Years of Experience
Current workload capacity	With at most one (1) on-going similar project within the contract period.	List of on-going projects

Documentary Requirements

- DTI-PAB Certification/Accreditation
- DTI and/or SEC Registration Certificate
- Mayor's/Business Permit where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones
- PhilGEPS Registration Certificate/Number
- Latest Business Tax Returns

VI. DELIVERABLE AND PAYMENT SCHEDULE

Payments to the Certification Body shall be on the timely completion of the following deliverables:

Deliverables	Timeline	Percentage of Contract Amount
Submission of the final Surveillance Audit plan	Not later than September 2026	15%
Conduct of the First Surveillance Audit	Not later than September 2026	50%
Submission of the First Surveillance final Audit Report	Not later than thirty (30) working days from the conclusion of the audit.	
Issuance of the Confirmation of Maintenance of ISO 27001:2022 Certification	Within forty-five (45) working days from the date of the auditor's acceptance of the required corrective actions (if applicable) and issuance of written recommendation for continued certification.	35%

The percentage weights for each deliverable may be adjusted as agreed upon by the PCC and the Certification Body. Each tranche payment shall be paid within **thirty (30) days** after the issuance of the following:

- Billing Statement/invoice by the Service Provider
- Acceptance of the deliverables listed above, supported by the issuance from PCC of a Certification of Satisfactory Services Rendered (CSSR)

Payment shall be made and collected within the PCC premises.

VII. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for the project is **Two Hundred Five Thousand Pesos Only (Php 205,000.00)**, inclusive of all applicable government taxes and services charges. The contract price shall cover all costs and profits arising from the or in relation to the services rendered in connection with the engagement and until the end of the contract.

VIII. MODE OF PROCUREMENT

The mode of procurement shall be **Small Value Procurement (SVP)** provided under the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 12009.

IX. INFORMATION SECURITY AND DATA PRIVACY MANAGEMENT SYSTEM

To ensure the Philippine Competition Commission (PCC) maintains high standards of information security when engaging with third-party providers, all suppliers are required to comply with the established PCC Information Security and Data Privacy Management System (ISDPMS). These requirements are outlined in the Supplier Security Policy (POL-PCC-ICT 02-03) and related ISDPMS policies and procedures.

All data, documents, records, configuration files, and metadata (collectively referred to as “Information”) provided by the Philippine Competition Commission (PCC) to the bidder for the purpose of delivering the required services shall remain the property of PCC. The bidder shall ensure that such Information is appropriately protected and used only for the performance of the contracted services. The supplier(s) shall recognize the critical importance of maintaining the security and confidentially of the Information and agree to prevent its unauthorized transfer, disclosure, or use by any third party. The supplier(s) shall not use the Information for any purpose other than to perform the agreed-upon services. Furthermore, the supplier(s) shall ensure that, upon completion of the service, they will not retain any portion of Information in any form whatsoever.

The following must be submitted after the issuance of Notice to Proceed.

- Notarized Non-Disclosure Agreement

The documents will be submitted to the ISDPMS Secretariat in compliance with the approved PCC Information Security and Data Privacy Management System and will not form part of the submission for payment.

X. LIQUIDATED DAMAGES

If the Supplier fails to satisfactorily deliver any or all of the goods and/or perform the services within the period specified in the contract, the Procuring Entity shall, without prejudice to its other remedies under this contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. If the cumulative amount of liquidated damages reaches ten percent (10%), the Procuring Entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.

XI. DISPUTE AGREEMENT / RESOLUTION

Should any dispute related to the Contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceeding shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and

Any amendments and additional terms and conditions of the Contract must be in writing, signed and acknowledged by the Parties.

Procurement of Certification Body Services for the Surveillance Audit of the Philippine Competition Commission (PCC) Information Security Management System (ISMS)

Prepared by:

redacted

WARREN PAUL A. NICDAO
Information Technology Officer II

Reviewed by:

redacted

ALLAN ROY D. MORDENO, CISM

Chief, ICT Division

Approved by:

redacted

JESON Q. DE LA TORRE
Director IV
Administrative Office

Conforme:
Name and Signature of Authorized Representative
Designation
Name of Company
Date

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ALLAN ROY D. MORDENO, CISM

Chief, ICT Division

Approved by:

redacted

JESON Q. DE LA TORRE
Director IV
Administrative Office

Conforme:
Name and Signature of Authorized Representative
Designation
Name of Company
Date