



## REQUIREMENTS FOR SUPPLIER ACCREDITATION

Each Vendor who wants to be accredited is required to fill-up a Vendor's Accreditation Info Sheet and submit the form to OMTPI together with your company profile and other supporting documents such as:

- Company Profile
- BIR Certificate of Registration
- Business Permit
- DTI/SEC Registration
- List of Products and/or Services
- List of Major Customers
- Location Map

**For Sub-contractor Additional Requirements:**

- DOLE Registration
- PCAB License or Department Order No. 174
- Certified BOSH/COSH Safety Officer
- Training Certificates of Skilled Workers

Requirements for Workers of Contractor / Sub-contractor (For Administration Department References)

1. NBI Clearance
2. Medical Results
  - Drug Test Result
  - Physical Examination
  - Chest X-Ray
3. Employee's Accident / Life Insurance Certificate
4. Employment Certificate indicating Tenure of Service and Job Title
5. Proof of Contribution in SSS, Philhealth, and Pag-ibig