



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION  
**BIDS AND AWARDS COMMITTEE**  
Resolution No. 073-2020, Series of 2020

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF  
PAPER SHREDDER (HEAVY DUTY)**

---

**WHEREAS**, the National Privacy Commission (NPC), is the agency mandated to enforce data privacy protection;

**WHEREAS**, pursuant to its mandate to ensure data protection through the proper disposal of documents to avoid unauthorized disclosure and access, NPC saw it fit to procure three (3) heavy duty paper shredder under approved amended ISSP FY 2018-2020 and 2019 APP Item No. 03-2019-224 with an Approved Budget for the Contract (ABC) amounting to Php75,000.00;

**WHEREAS**, Section 53.9 of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 recognizes Small Value Procurement as a method of procuring goods where the amount involved does not exceed the threshold prescribed in Annex "H" of the IRR, provided, that in case of goods, the procurement does not fall under shopping in Section 52 of this IRR;

---

**WHEREAS**, a Request for Quotation (RFQ) was posted in the PhilGEPs and NPC website as well as the NPC bulletin board, and was likewise sent to three (3) suppliers: 16/35mm Production Supply, Avid Sales Corporation and Vitara Marketing, with only the latter submitting its quotation together with two (2) others: Business Machines Corporation (BISMAC) and BayanPC Technologies Inc.;

**WHEREAS**, the BAC members proceeded to evaluate the submitted quotations and determined that two of the bidders failed to submit complete eligibility requirements provided under R.A. 9184, leaving Vitara Marketing with the single calculated and responsive quotation at a bid price of Php 72,000.00, passing the technical, legal and financial requirements mandated under R.A. 9184;

**NOW, THEREFORE**, for and in consideration of the foregoing, WE, the members of the NPC-BAC hereby RESOLVE, as it is hereby RESOLVED, to recommend the award for the engagement of contract for the procurement of paper shredder (heavy duty) to **VITARA MARKETING**,

having the single calculated and responsive quotation in the total amount of **Seventy-Two Thousand Pesos (Php72,000.00)**;

**RESOLVED** this 19<sup>th</sup> day of November 2020, through video conference meeting.

**ATTEST:**

*On official business leave*  
**MR. ERWIN D. ESPENILLA**  
*Executive Assistant IV, OPC*  
*BAC Member*

**Sgd.**  
**ATTY. AURELLE DOMINIC E. NARAG**  
*Executive Assistant IV*  
*BAC Member*

Ragsag Jonathan  
Rudolph Yandan  
Digitally signed by Ragsag  
Jonathan Rudolph Yandan  
Date: 2020.11.25 19:39:17 +08'00'

**JONATHAN RUDOLPH Y. RAGSAG**  
*OIC-Chief, DSTSD*  
*BAC Member*

Mendoza Ma  
Josefina Eusebio  
Digitally signed by Mendoza Ma  
Josefina Eusebio  
Date: 2020.11.25 18:24:21 +08'00'

**ATTY. MA. JOSEFINA E. MENDOZA**  
*OIC-Division Chief, Legal Division*  
*BAC Member*


Digitally signed  
by Villasoto Ivy  
Grace Torres  
Date: 2020.11.25  
23:31:50 +08'00'

**ATTY. IVY GRACE T. VILLASOTO**  
*OIC-Director, PPO*  
*BAC Vice Chairperson*

Patula Maria  
Theresita Elnar  
Digitally signed by Patula Maria  
Theresita Elnar  
Date: 2020.11.25 19:10:41 +08'00'

**ATTY. MARIA THERESITA E. PATULA**  
*Director IV, LEO*  
*BAC Chairperson*

Approved:

  
**RAYMUND ENRIQUEZ LIBORO**  
*Privacy Commissioner*  
*Head of the Procuring Entity*  
Date: DEC 03 2020



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**NOTICE OF AWARD**

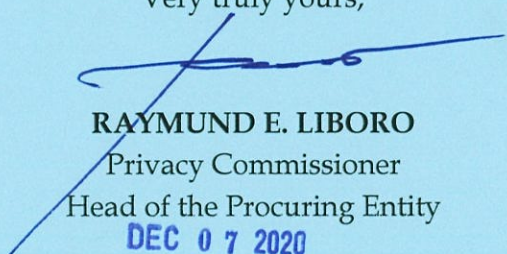
DEC 07 2020

**Mr. Benedict Uy Tiu**  
*Proprietor*  
Vitara Marketing  
7 Evangelista Street,  
San Bartolome, Novaliches  
Quezon City

**Dear Mr. Tiu:**

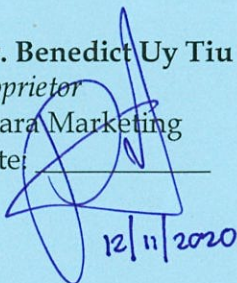
Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 073-2020 series of 2020, the contract for the procurement of paper shredder (heavy duty) amounting to Seventy-two Thousand and 0/100 Pesos (Php72,000.00), VAT inclusive, is awarded to *Vitara Marketing*, consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

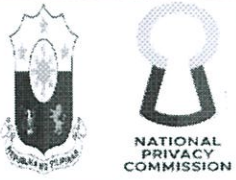
Very truly yours,

  
**RAYMUND E. LIBORO**  
Privacy Commissioner  
Head of the Procuring Entity  
**DEC 07 2020**

Conforme:

**Mr. Benedict Uy Tiu**  
*Proprietor*  
Vitara Marketing  
Date: \_\_\_\_\_

  
12/11/2020



Republic of the Philippines

NPC-ASD-PRS No.

**NATIONAL PRIVACY COMMISSION**

5th Floor, Ang Kiukok Hall, PICC Delegation Bldg., PICC Complex, Roxas Blvd., Pasay City

**PURCHASE ORDER**

Supplier : <b>VITARA MARKETING</b>	P.O. No.: <b>2020-12-0008A</b>
Address : <b>7 Evangelista Street, San Bartolome, Novaliches, Quezon City</b>	Date : <b>December 16, 2020</b>
Tel. No. <b>(02) 985-7191</b>	Procurement : <b>Small Value Procurement</b>
TIN :	


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


Place of Delivery: <b>5th Floor, Ang Kiukok Hall, Delegation Building, PICC Complex, Roxas Boulevard, Manila 1307</b>	Payment Term: <b>Automatic Debit Arrangement</b>
Date of Delivery :	Delivery Term: <b>45 days from receipt of P.O</b>


Qty.	Unit	Description	Stock No.	Unit Cost	Amount
3	lot	<b>PAPER SHREDDER</b> Cut Type: Strip cross Shred Capacity: 30 or more Shred size: 1/8" - 1/4" Feed type: Papers with staples, credit cards, CDs/DVDs One (1) year warranty, including parts and services xxxnothing followsxxx		24,000.00	72,000.00

SEVENTY-TWO THOUSAND PESOS ONLY Php 72,000.00

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  
  
**Bened. 27 Jim**  
 (Signature over Printed Name of Supplier)  
**12/18/2020**  
 (Date)

Very truly yours,  
  
**RAYMUND ENRIQUEZ LIBORO**  
 Signature over Printed Name of Authorized Official  
 Designation

Fund Cluster: **01 - RECUR**  
 Funds Available: **₱ 72,000.00**  
  
**TEODULO CLORENZO**  
 Signature over Printer Name of Chief Accountant/Head of  
 Accounting Division/Unit

ORS/BURS No.: **06-101-2020-12-086(19)**  
 Date: **DEC. 29, 2020**  
 Amount : **₱ 72,000.00**