



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**BIDS AND AWARDS COMMITTEE**  
BAC Resolution No.125-2020, Series of 2020

**RECOMMENDING THE AWARD OF CONTRACT FOR THE FOR THE  
PROCUREMENT OF LARGE FORMAT COPIER, HIGH-SPEED INKJET PRINTER  
TO COPYLANDIA OFFICE SYSTEMS CORPORATION, THE DECLARED SINGLE  
CALCULATED AND RESPONSIVE BIDDER**

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

**WHEREAS**, in order to efficiently produce and reproduce office documents, the NPC saw it fit to procure a large format copier, high speed inkjet printer under APP Item No. 03-2019-227 with an Approved Budget for the Contract (ABC) amounting to Php3,600,000.00;

**WHEREAS**, this item of procurement shall be under the mode of Competitive Bidding pursuant to Section 10 Rule IV of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 (R.A. 9184);

**WHEREAS**, on 18 November 2020, the National Privacy Commission-Bids and Awards Committee (NPC-BAC) conducted a pre-procurement conference where the details pertaining to this procurement was discussed and clarified;

**WHEREAS**, on 23 November 2020, the Invitation to Bid was posted in the PhilGEPS and NPC website as well as the NPC bulletin board together with the Bidding Documents. Invitations to observers were also sent in accordance with Section 13 of the RIRR of R.A. 9184;

**WHEREAS**, on 1 December 2020, the Pre-bid Conference was conducted where a prospective bidders clarified some concerns. Such concerns were then addressed through the Supplemental Bid Bulletin issued by the NPC, a copy of which were furnished to the prospective bidders and published in the NPC website, bulletin board. However, the same was not posted in the PhilGEPS website due to the migration from PhilGEPS Alternative Posting Tool to the new portal (<https://notices.philgeps.gov.ph>). As per Advisory, the PhilGEPS Alternative Posting Tool (<https://notices.ps-philgeps.gov.ph/main/>) where the Invitation to Bid for this procurement item is posted, will only be accessible for search and view of the procurement opportunities and

for the posting of awards posted from 1 November 2020 until 27 November 2020, the copy of the Advisory is attached herein as Annex "A";

**WHEREAS**, the NPC-BAC set the deadline of submission of the Bids on 14 December 2020 at 10:00 A.M. where only one (1) bidder, Copylandia Office Systems Corporation, submitted its bid;

**WHEREAS**, on the same date, at 01:00 P.M., the NPC-BAC proceeded to open the bid submitted and conduct preliminary evaluation to determine the bidder's compliance with the documents required to be submitted for eligibility and for the technical requirements. The NPC-BAC with the assistance of the BAC-Technical Working Group (BAC-TWG) checked the submitted documents of the bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion in accordance with Section 25 of the IRR of R.A. 9184;

**WHEREAS**, upon inspection and evaluation of the eligibility requirements submitted, it was determined that Copylandia Office Systems Corporation passed all the eligibility requirements prescribed in accordance to the provisions of the RIRR of R.A. 9184;

**WHEREAS**, immediately after determining compliance with the requirements in the first envelope, the BAC opened the second bid envelope containing the financial proposal of the eligible and technically complying bidder and determined that it passed all the financial requirements and was recommended for bid evaluation;

**WHEREAS**, on 16 December 2020, the BAC conducted a bid evaluation in accordance with Section 30 of the RIRR of RA 9184 and prepared the corresponding Abstract of Bids as Calculated attached as Annex "B" where it also declared that Copylandia Office Systems Corporation passed the bid evaluation with the Single Calculated Bid amounting to Php 3,550,000.00 and was recommended for the post-qualification evaluation by the BAC-TWG;

**WHEREAS**, on 28 December 2020, the NPC-BAC proceeded to review the Post-Qualification Report submitted by the BAC-TWG, attached as Annex "C", and adopted the same;

**WHEREAS**, noting no issues in the BAC-TWG Post-Qualification Report, it was moved and seconded to declare Copylandia Office Systems Corporation as the single calculated and responsive bidder;

**NOW, THEREFORE**, for and in consideration of the foregoing, WE, the members of the NPC-BAC, hereby RESOLVE, as it is hereby RESOLVED, that the sole bidder, Copylandia Office Systems Corporation, be declared as the single calculated and responsive bidder and recommend that it be awarded the contract for the procurement of large format copier, high-speed inkjet printer amounting to THREE MILLION, FIVE HUNDRED FIFTY THOUSAND PESOS (Php3,550,000.00);

**RESOLVED** this 28<sup>th</sup> day of December 2020, through videoconference meeting.

**ATTEST:**

Sgd.  
**MR. ERWIN D. ESPENILLA**  
*Executive Assistant IV, OPC*  
*BAC Member*

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

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

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

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

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

**Approved:**

sgd

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**RAYMUND ENRIQUEZ LIBORO**  
*Privacy Commissioner*  
*Head of the Procuring Entity*

Date: \_\_\_\_\_



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**NOTICE OF AWARD**

29 December 2020

**Mr. Romeo A. Pechon, Jr.**  
Representative  
Copylandia Office Systems Corporation  
718 Sgt. Bumatay Street, Brgy. Plainview,  
Mandaluyong City

**Dear Mr. Pechon:**


Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 124\5-2020 series of 2020, the contract for the procurement of **LARGE FORMAT COPIER, HIGH-SPEED INKJET PRINTER** amounting to **THREE MILLION FIVE HUNDRED FIFTY THOUSAND AND 0/100 PESOS (Php3,550,000.00)**, VAT inclusive, is awarded **COPYLANDIA OFFICE SYSTEMS CORPORATION**, consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

Very truly yours,

Sgd.

**RAYMUND E. LIBORO**  
Privacy Commissioner  
Head of the Procuring Entity  
29 December 2020

Conforme:

  
**Mr. Romeo A. Pechon, Jr.**  
Representative  
Copylandia Office Systems Corporation  
Date: 12-29-2020



NATIONAL PRIVACY COMMISSION

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

PURCHASE ORDER

Supplier : <b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b>	P.O. No.: <b>2020-12-0012</b>
Address : <b>Unit 1202 Paragon Plaza Bldg., 162 Edsa cor Reliance St. Mandaluyong</b>	Date : <b>December 29, 2020</b>
Tel. No. : _____	Procurement : <b>Public Bidding</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>LDDAP-ADA</b>
Date of Delivery : _____	Delivery Term: <b>Delivery shall be completed within ninety (90) calendar days from receipt of Notice to Proceed</b>

Qty.	Unit	Description	Stock No.	Unit Cost	Amount
1	unit	<p><b>LARGE FORMAT COPIER, HIGH SPEED INJECT PRINTER</b></p> <p>For large format copier, high-speed inkjet printer:            Lowest cost of printing at PHP 0.10 for monochrome and PHP 0.40 for color            Speed : 120 ppm High-speed printing / 7,200 pages in 1 hour            Print Type : Line-type Inkjet system            Ink Type: Oil-based pigment ink (Cyan, Magenta, Yellow, Black)            Print Resolution: 600 x 600 dpi High Resolution            Supported Operating Systems: Microsoft Windows Vista, Windows 7, Windows 10 Pro            Memory Capacity: 4 GB            Hard Disk Capacity: 500 GB up to 1000 CJB            Connectivity: Standard PC Interface and Direct Printing from USB            Wide Stacking Tray            Easy-to-use LCD Touch Panel Accessories o Scanner with Stand o Paper Ejection Attachment o Wide Stacking Tray o IS Kit            For ink (consumable):            Quantity: 4 (1 unit per color)            ink cartridge cyan ink cartridge magenta ink cartridge yellow ink cartridge black</p> <p>Warranty : Three (3) years after acceptance and delivery of supplies covering replacement or repair of parts and service, free of charge</p>		3,550,000.00	3,550,000.00

THREE MILLION FIVE HUNDRED FIFTY THOUSAND PESOS Php 3,550,000.00

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:

**Romeo Pechon Jr.**  
 (Signature over Printed Name of Supplier)  
**December 29, 2020**  
 (Date)

Very truly yours,

**RAYMUND ENRIQUEZ LIBORO**  
 Signature over Printed Name of Authorized Official  
**PRIVACY COMMISSIONER**  
 Designation

Fund Cluster: **CI - RECURR**  
 Funds Available: **₱ 3,550,000.00**

ORS/BURS No.: **06-101-2020-12-091(19)**  
 Date: **DEC. 29, 2020**  
 Amount : **₱ 3,550,000.00**

**TEODULO C. LORENZO**  
 Signature over Printer Name of Chief Accountant/Head of  
 Accounting Division/Unit



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

NOTICE TO PROCEED

Date Issued: JAN 04 2021

**ROMEO A. PECHON, JR.**  
*Representative*  
Copylandia Office Systems Corporation  
718 Sgt. Bumatay Street, Brgy. Plainview,  
Mandaluyong City

Dear Mr. PECHON:

Notice is hereby given to **COPYLANDIA OFFICE SYSTEMS CORPORATION** for the commencement of the **Large Format Copier, High Speed Inkjet Printer for the National Privacy Commission** at the Philippine International Convention Center (PICC) in accordance with the terms of and conditions of the attached Purchase Order (PO).

Kindly acknowledge receipt and acceptance of this notice by signing both the copies in the space provided below. Keep one (1) copy and return the other to the NPC within three (3) days upon receipt of this notice.

Very truly yours,

  
**RAYMUND ENRIQUEZ LIBORO**  
*Privacy Commissioner*

I acknowledge receipt of this notice on January 04, 2021  
Name of the authorized representative of the Bidder Romeo Pechon Jr.  
Signature of the authorized representative [Signature]