



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**BIDS AND AWARDS COMMITTEE**  
BAC Resolution No. 057-2021, Series of 2021

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT  
OF HEALTH KITS**

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

**WHEREAS**, NPC is mandated to administer and implement the provisions of the Data Privacy Act of 2012 (DPA) and to monitor and ensure compliance of the country with international standards set for data protection;

**WHEREAS**, pursuant to Civil Service Commission Memorandum Circular No. 18, s. 2020, CSC-DOH-DOLE Joint Memorandum Circular No. 1, series of 2020 ("Occupational Safety and Health Standards for the Public Sector"), Privacy Commission Order No. 003, s. 2021, dated March 31, 2021, and NPC-HSC Resolution 001-2021, the NPC shall continuously provide health and wellness programs for all NPC personnel regardless of employment status which includes the provision of health kits quarterly in addition to the Personal Protective Equipment;

**WHEREAS**, this procurement has a Certificate of Availability of Funds (CAF) and has been confirmed to be existing in the FY 2020 Continuing Appropriations (RA 11520), programmed under the NPC FY 2020 APP - Continuing with Item No. 2020-0201 and with Approved Budget for the Contract (ABC) amounting to Php912,000.00;

**WHEREAS**, Section 53.9 of the Implementing Rules and Regulations (IRR) of R.A. 9184 recognizes Small Value Procurement (SVP) as a mode of procurement for goods where the amount does not exceed One Million Pesos (Php1,000,000.00);

**WHEREAS**, a Request for Quotation (RFQ) was posted in the PhilGEPS website, NPC website, and the NPC bulletin board on 18 June 2021, and was likewise sent to four suppliers via electronic mail. From the four suppliers that were sent a quotation, only Silent Worker Marketing submitted a quotation and was joined by three others, namely: Meraki Digital Printing Services, L. Victoria Trading, and Pharmastar International Trading Corp.;

**WHEREAS**, Meraki Digital Printing Services failed to comply with all the eligibility requirements as it did not submit the latest revised format of the Omnibus Sworn Statement;

**WHEREAS**, among the three remaining eligible suppliers, Silent Worker Marketing has the lowest calculated and responsive quotation at a bid price of Php748,600.00;

Ref No.: 057-2021

NPC\_BAC\_RESO-V1.0, R0.0, 05 April 2021



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 procurement of Health Kits to **Silent Worker Marketing** having the lowest calculated and responsive quotation in the total amount of **Seven Hundred Forty-Eight Thousand Six Hundred and 0/100 Pesos (Php748,600.00)** subject to the presentation of its original documentary requirements upon signing of the Notice of Award (NOA).

RESOLVED this 28<sup>th</sup> day of June 2021 via videoconference meeting.

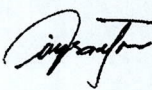
ATTEST:

  
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Espenilla Erwin Dejucos  
Date: 2021.07.11  
21:43:14 +08'00'  
**ERWIN D. ESPENILLA**  
*Executive Assistant IV, OPC*  
*BAC Member*

  
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Aurelle Dominic Espita  
Date: 2021.07.15  
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**ATTY. AURELLE DOMINIC E. NARAG**  
*Executive Assistant IV, OPC*  
*BAC Member*

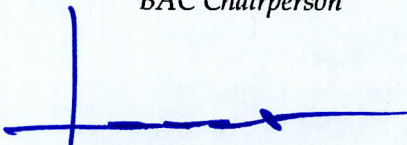
*On study leave*  
**JONATHAN RUDOLPH Y. RAGSAG**  
*OIC-Chief, DSTSD*  
*BAC Member*

  
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Ma Josefina Eusebio  
Date: 2021.07.12 10:17:32  
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**ATTY. MA. JOSEFINA E. MENDOZA**  
*OIC-Division Chief, Legal Division*  
*BAC Member*

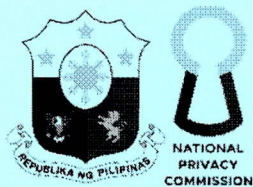
  
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Villasoto Ivy Grace  
Torres  
Date: 2021.07.13  
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**ATTY. IVY GRACE T. VILLASOTO**  
*OIC-Director, PPO*  
*BAC Vice Chairperson*

Patula Maria Theresita  
Elnar  
Digitally signed by Patula Maria  
Theresita Elnar  
Date: 2021.07.11 18:58:44 +08'00'  
**ATTY. MARIA THERESITA E. PATULA**  
*Director IV, LEO*  
*BAC Chairperson*

Approved:

  
**RAYMUND ENRIQUEZ LIBORO**  
*Privacy Commissioner*  
*Head of the Procuring Entity*  
Date: 19 JUL 2021





Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

## NOTICE OF AWARD

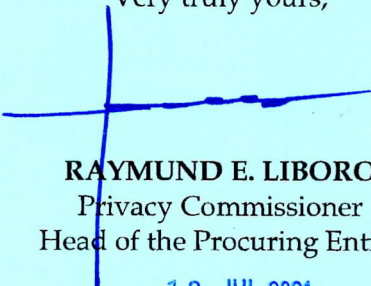
19 JUL 2021

**Ms. Rona M. Abcede**  
*Proprietress*  
Silent Worker Marketing  
611 7<sup>th</sup> Ave., Cor. V. Mapa St.,  
Caloocan City

Dear **Ms. Abcede**:

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 057-2021 series of 2021, the contract for the procurement of Health Kits amounting to **SEVEN HUNDRED FORTY-EIGHT THOUSAND SIX HUNDRED AND 0/100 PESOS (Php748,600.00)**, VAT inclusive, is awarded to Silent Worker 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

Anna  
Benjieline  
Puzon

Digitally signed  
by Anna  
Benjieline Puzon

19 JUL 2021

Conforme:

**Ms. Abcede**  
*Proprietress*  
Silent Worker Marketing  
Date: \_\_\_\_\_

Ref No.: 057-2021

NPC\_BAC\_NOA-V1.0, R0.0, 05 April 2021



## PURCHASE ORDER NATIONAL PRIVACY COMMISSION

Entity Name

Supplier : <b>SILENT WORKER MARKETING</b>	P.O. No. : <b>2021-10-0027</b>
Address : <b>611 7th Ave. cor. V Mapa St., Caloocan City</b>	Date : <b>25 October, 2021</b>
TIN : <span style="background-color: black; color: black;">XXXXXXXXXX</span>	Mode of Procurement : <b>Small Value Procurement</b>

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

Place of Delivery : <b>NPC OFFICE</b>	Delivery Term : <b>1st and 2nd batch shall be on/or before 30 November 2021, 3rd batch-September 30, 2021, 4th batch- November 30, 2021</b>
Date of Delivery : <b>1st and 2nd batch shall be on/or before 30 November 2021; 3rd batch-September 30, 2021; 4th batch- November 30, 2021</b>	Payment Term : <b>LDDAP-ADA</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	<b>Amendment to Order HEALTH KITS</b>	760	985.00	748,600.00

Health Kit	Quantity	Particulars	Date of Delivery
1st & 2nd batch (380pcs)	2 batches	100% equivalent of volume of unit size (100 mg/sheet pack). "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial hand pump (liquid hand soap either in bottle with pump or roll pack) "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial Wet Tissue (30 sheets per pack)	Within (15) days upon receipt of PO and STFP
	2 packs	Antibacterial mouthwash (plastic bottle)	
	2 packs	Hand towel (cotton)	
	1 pc	English Translation - "Batteries and manuals must be included in the packaging" "Batteries and manuals must be included in the packaging"	
3rd batch (190 pcs)	1 batch	100% equivalent of volume of unit size (100 mg/sheet pack). "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial hand pump (liquid hand soap either in bottle with pump or roll pack) "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial Wet Tissue (30 sheets per pack)	September 30, 2021
	1 bottle	Antibacterial mouthwash (plastic bottle)	
	2 pcs	Hand towel (cotton)	
4th batch (190 pcs)	1 batch	100% equivalent of volume of unit size (100 mg/sheet pack). "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial hand pump (liquid hand soap either in bottle with pump or roll pack) "Manufacturing date from 2020 onwards and expiration date within 2-3 years" Antibacterial Wet Tissue (30 sheets per pack)	November 30, 2021
	1 bottle	Antibacterial mouthwash (plastic bottle)	
	2 pcs	Hand towel (cotton)	

AMENDMENT		
	FROM	TO
Date of Delivery for 1 <sup>st</sup> and 2 <sup>nd</sup> Batch of Health Kits (380pcs)	15 days upon receipt of PO and NTP	Full Delivery on/or before November 30, 2021
for each Health kit	6 packs of Antibacterial Wet Tissue (30 sheets per pack)	8 PACKS OF WET TISSUE

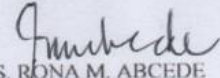
Included: Plastic Transparent Bag with Zipper and Handle with "NPC Colored Logo" and indicated "NOT FOR SALE"  
NOTE: No changes on the delivery dates for 3rd and 4th batch of health kit  
PAYMENT & DELIVERY:  
1. Payment shall be process upon receipt of the Statement of Account/Invoice/Billing and Delivery Receipt  
2. Payment shall be based on the actual number of health kits delivered, inspected and accepted  
3. Delays in deliveries shall be subject to penalties and charged to the account of the supplier  
Delivery dates: 1st and 2nd batch shall be on/or before 30 November 2021;  
3rd batch-September 30, 2021; 4th batch- November 30, 2021

(Total Amount in Words) SEVEN HUNDRED FORTY EIGHT THOUSAND SIX HUNDRED PESOS ONLY

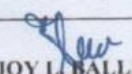
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

NOTICE TO PROCEED: Notice is hereby given that by conforming to this Purchase Order, the Service Provider/Supplier shall proceed with the delivery of the items in accordance with the terms and conditions specified herein to commence from the date of conformance hereunder indicated.

Contact Mr. Joel Yagulingan Jr. at (02)8234-2228 local 119 or email at asd@privacy.gov.ph for questions delivery and other concerns.

Conforme:  
  
**MS. RONA M. ARCEBE**  
Signature over Printed Name of Supplier  
11-2-2021  
Date

Very truly yours,  
  
**ATTY. IVIN RONALD D.M. ALZONA**  
Signature over Printed Name of Authorized Official  
Executive Director  
Designation

Fund Cluster : 01  
Funds Available : ₱ 748,600.00  
  
**JENSEN JOY L. BALLICUD**  
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 02-101-2021-08-0088(2)  
Date of the ORS/BURS: 13 August 2021  
Amount : ₱ 748,600.00