



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

BIDS AND AWARDS COMMITTEE  
BAC Resolution No. 089-2021, Series of 2021

**RECOMMENDING THE AWARD OF CONTRACT FOR NPC WEBSITE  
REVAMP**

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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**, in line with the Public Information and Assistance Division's (PIAD) function of information management, which includes website maintenance, the Division saw it fit to enhance the existing WordPress website, create a new WordPress website theme, re-arrange the content of the website, add functionality such as Calendar of Events and Search Bar, add user management, and be more informative while using less text content;

**WHEREAS**, this procurement has a Certificate of Availability of Funds (CAF) and has been confirmed to be existing in the FY 2021 Appropriations (RA 11520), programmed under the NPC FY 2021 APP Item No. 2021-0126 and chargeable against ICT Software Subscription (OPERATIONS-MOOE) with Approved Budget for the Contract (ABC) amounting to Php800,000.00;

**WHEREAS**, this procurement has been approved and cleared by the Department of Information and Communications Technology for procurement under MOOE for the year 2021 by virtue of the DICT clearance letter dated 15 April 2021, attached herein as Annex "A";

**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 was posted in the PhilGEPS website, NPC website, and the NPC bulletin board on 03 September 2021, and was likewise sent to seven (7) suppliers via electronic mail, namely: ZEP Network and Data Solution, My Creative Panda Web Design & Development Consultancy Services, MyBusyBee, Inc., PurpleBug, Inc., Thinkbit Solutions, Inc., Swara Sug Media Corporation, and Teqware Corporation, with only the latter failing to submit a bid;

**WHEREAS**, a total of nine (9) suppliers submitted their quotations, namely; ZEP Network and Data Solution, Thinkbit Solutions, Inc., My Creative Panda Web Design & Development

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Consultancy Services, Bentacos Corporation, Swara Sug Media Corporation, MyBusyBee, Inc., Sophie's Information Technology Services, Moodlearning, Inc., and PurpleBug, Inc.;

**WHEREAS**, only four (4) out of nine (9) passed all eligibility requirements, namely: Thinkbit Solutions Phils., Inc., My Creative Panda Web Design & Development Consultancy Services, MyBusyBee, Inc. and PurpleBug, Inc.;

**WHEREAS**, among these four eligible bidders, My Creative Panda Web Design & Development Consultancy Services had the lowest calculated and responsive quotation at a bid price of Php688,888.00;

**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 NPC Website Revamp to **My Creative Panda Web Design and Development Consultancy Services** for passing all the required eligibility and for having the lowest calculated and responsive quotation in the total amount of **Six Hundred Eighty-Eight Thousand Eight Hundred Eighty-Eight and 0/100 Pesos (Php688,888.00)**.

**RESOLVED** this 9th day of September 2021 via videoconference meeting.

**ATTEST:**

  
Digitally signed by  
Espenilla Erwin  
Dejucos  
Date: 2021.09.14  
18:30:23 +08'00'  
**ERWIN D. ESPENILLA**  
*Executive Assistant IV, OPC*  
*BAC Member*

*on official business*  
**ATTY. AURELLE DOMINIC E. NARAG**  
*Executive Assistant IV, OPC*  
*BAC Member*


**Ragsag Jonathan Rudolph Yandan**  
Digitally signed by Ragsag  
Jonathan Rudolph Yandan  
Date: 2021.09.15 07:52:37  
+08'00'  
**JONATHAN RUDOLPH Y. RAGSAG**  
*OIC-Chief, DSTSD*  
*BAC Member*

  
Digitally signed by  
Ma Josefina Eusebio  
Date: 2021.09.14 14:18:20  
+08'00'  
**ATTY. MA. JOSEFINA E. MENDOZA**  
*Attorney IV, Legal Division*  
*BAC Member*

  
Digitally signed by  
Villasoto Ivy Grace  
Torres  
Date: 2021.09.14  
14:51:13 +08'00'  
**ATTY. IVY GRACE T. VILLASOTO**  
*OIC Director, PPO*  
*BAC Vice Chairperson*

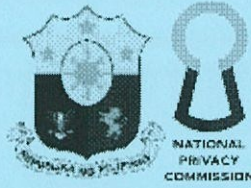
Patula Maria Theresita Elnar  
Digitally signed by Patula Maria  
Theresita Elnar  
Date: 2021.09.14 14:05:49 +08'00'  
**ATTY. MARIA THERESITA E. PATULA**  
*Director IV, LEO*  
*BAC Chairperson*

**Approved:**

  
**RAYMUND ENRIQUEZ LIBORO**  
*Privacy Commissioner*  
*Head of the Procuring Entity*  
Date: SEP 21 2021

Ref No.: 089-2021

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



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

## NOTICE OF AWARD

Date Issued: **SEP 21 2021**

**Ms. Mary Grace G. Soriano**

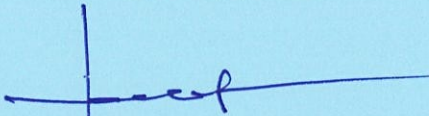
*General Manager*

My Creative Panda Web Design and Development Consultancy Services  
8070 8<sup>th</sup> St., Fairlane Subdivision, San Vicente, Tarlac City

Dear **Ms. Soriano**:

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 089-2021 series of 2021, the contract for NPC Website Revamp amounting to **SIX HUNDRED EIGHTY-EIGHT THOUSAND EIGHT HUNDRED EIGHTY-EIGHT AND 0/100 PESOS (Php688,888.00)**, VAT inclusive, is awarded to **My Creative Panda Web Design and Development Consultancy Services**, 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  
**SEP 21 2021**

Official Seal of the National Privacy Commission

Conforme:



**Ms. Mary Grace G. Soriano**  
*General Manager*

My Creative Panda Web Design and Development Consultancy Services




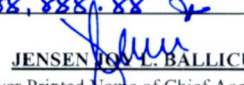
Date: September 23, 2021

Ref No.: 070-2021

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

**PURCHASE ORDER  
NATIONAL PRIVACY COMMISSION**

Entity Name

Supplier : <u>MY CREATIVE PANDA WEB DESIGN AND DEVELOPMENT CONSULTANCY SERVICES</u>		P.O. No. : <u>2021-10-0020</u>															
Address : <u>8070 8th St., Fairlaine Subd., San Vicente, Tarlac City</u>		Date : <u>06 October, 2021</u>															
TIN : <span style="background-color: black; color: black;">XXXXXXXXXX</span>		Mode of Procurement : <u>Small Value Procurement</u>															
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:																	
Place of Delivery : <u>NPC OFFICE</u>		Delivery Term : <u>15 working days upon receipt of the NTP/PO until on/or before Feb. 28 2022</u>															
Date of Delivery <u>15 working days upon receipt of the NTP/PO until on/or before Feb. 28 2022</u>		Payment Term : <u>LDDAP-ADA</u>															
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount												
	Job	<p align="center">NPC Wsebsite Revamp</p> <p><b>Specifications shall be in accordance with the attached Terms of Reference "Annex A"</b></p> <p><b>PAYMENT &amp; DELIVERY:</b> Evaluation of service will be done through acceptance and inspection of Inspection and Acceptance Team and the end-user. Initial penetration testing result should also be submitted to the end-user before issuance of inspection and acceptance report Payment shall be through send bill arrangement upon issuance of Certification that the Service have been rendered/delivered in accordance with the signed Purchase Order and accomplishments set in the project timeline made by the supplier and approved by the end-user, which have been duly inspected and accepted. Following are the terms of payment for each deliverables:</p> <table border="1" style="width:100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th>Date/Deadline</th> <th>Payment Terms</th> <th>Deliverables</th> </tr> </thead> <tbody> <tr> <td>15 working days upon receipt of NTP/PO</td> <td>15% payment upon submission of deliverables</td> <td>1. Approved project inception Report (IR) 2. Inception Report Signoff 3. Billing Statement</td> </tr> <tr> <td>On or before December 31, 2023</td> <td>35% payment upon submission of the deliverables</td> <td>1. Completion of at least 50% of the tasks/deliverables in the approved inception Report. 2. At least 50% completed tasks/deliverables according to the Inception Report with attached technical documentation 3. Certificate of Acceptance of Output from end-user 4. Billing Statement</td> </tr> <tr> <td>On or before February 28, 2022</td> <td>50% payment upon submission of the deliverables</td> <td>1. Completion of 100% of the tasks/deliverables in the approved inception Report. 2. 100% completed tasks/deliverables according to the Inception Report with attached technical documentation 3. Penetration test result document approved by the Website Revamp Team 4. Certificate of Acceptance of Output from end-user 5. Online/Use Website 6. Billing Statement</td> </tr> </tbody> </table> <p>Delivery shall commence Fifteen (15) working days upon receipt of the Purchase Order/Notice to Proceed until on/or before February 28, 2022 for full delivery Warranty will begin after the outsource development team is provided with a User Acceptance Certificate by the NPC and must be at least 1 year. Attached a Non-disclosure Agreement (NDA)</p>	Date/Deadline	Payment Terms	Deliverables	15 working days upon receipt of NTP/PO	15% payment upon submission of deliverables	1. Approved project inception Report (IR) 2. Inception Report Signoff 3. Billing Statement	On or before December 31, 2023	35% payment upon submission of the deliverables	1. Completion of at least 50% of the tasks/deliverables in the approved inception Report. 2. At least 50% completed tasks/deliverables according to the Inception Report with attached technical documentation 3. Certificate of Acceptance of Output from end-user 4. Billing Statement	On or before February 28, 2022	50% payment upon submission of the deliverables	1. Completion of 100% of the tasks/deliverables in the approved inception Report. 2. 100% completed tasks/deliverables according to the Inception Report with attached technical documentation 3. Penetration test result document approved by the Website Revamp Team 4. Certificate of Acceptance of Output from end-user 5. Online/Use Website 6. Billing Statement	1	688,888.88	688,888.88
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<b>(Total Amount in Words)</b>		SIXTY HUNDRED EIGHTY EIGHT THOUSAND EIGHT HUNDRED EIGHTY EIGHT PESOS AND 88/100 ONLY															
<p>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.</p> <p>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.</p> <p>Contact Mr. Joel Pagtulingan Jr. at (02)8234-2228 local 119 or email at asd@privacy.gov.ph for questions/delivery and other concerns.</p>																	
Conforme:  MS. MARY GRACE G. SORIANO Signature over Printed Name of Supplier  <u>November 05, 2021</u> Date		Very truly yours,  ATTY. IVIN RONALD D.M. ALZONA Signature over Printed Name of Authorized Official  Executive Director Designation   Digitally signed by Chin Roren Marie Milan															
Fund Cluster : <u>01</u> Funds Available : <u>₱ 688,888.88</u>  JENSEN J. BALLICUD Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit		ORS/BURS No. : <u>02-101-2021-10-0410</u> Date of the ORS/BURS: <u>21 OCT 2021</u> Amount : <u>₱ 688,888.88</u>															