



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

SUPPLIES AND OTHER EXPENSES (TOKENS)

27 October 2021

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure **SUPPLIES AND OTHER EXPENSES (TOKENS) (APP 2021-0171)**. As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **5:00 P.M., 02 November 2021**.

The service providers/suppliers must also submit the following requirements:

1. Copy of the Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPS Registration Number; and
3. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to bacsecretariat@privacy.gov.ph or via mail or courier in a sealed envelope to:

5th Floor, Ang Kiukok Hall,
PICC Delegation Building, PICC Complex,
Roxas Boulevard Manila 1307
Attention to: **ATTY. KRISHNA AIRA TANA-CAGUIA**
BAC Secretariat Head

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BAC Secretariat Head

Ref No.: RFQ-2021-0171

NPC_BAC_RFQ-V1.0, R0.0, 05 May 2021

**TECHNICAL SPECIFICATION
SUPPLIES AND OTHER EXPENSES (TOKENS)**

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 30,000.00)		Compliance (Manifest your compliance by <u>writing</u> "COMPLY" in <u>every item</u>)
				Unit Price	Total	
1	lot	1	<ul style="list-style-type: none"> • Please refer to the attached Terms of Reference (TOR) for: <ol style="list-style-type: none"> 1. Specifications 2. Payment and Delivery 			- _____ - _____
TOTAL						

Instruction to bidders:

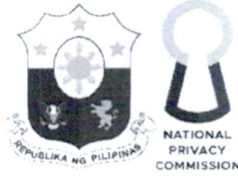
- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company's letterhead.
- III. Compliance must be stated by **writing "COMPLY" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
- IV. Present the original Mayor's Permit and submit Certified True Copy of the eligibility documents and signed Quotation upon the scheduled signing of Notice of Award for inspection and verification.
- V. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- VI. Payment shall be through send bill arrangement upon issuance of the Certification of Completion and Acceptance unless different term is provided in the Terms of Reference.
- VII. Delivery shall be made to NPC Office at 5F Delegation Building, PICC Complex, Pasay City.
- VIII. Delivery shall be made within fifteen (15) working days from receipt of the Purchase Order, Work Order, NTP or from date of contract unless a different delivery term is provided in the Terms of Reference.

CONFORME: _____
(Name of Supplier/Provider/Date)

BY: _____
(Name/Position/Signature of Representative/Date)

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TERMS OF REFERENCE

SUPPLIES AND OTHER EXPENSES (TOKENS)
Joint Cybersecurity Working Group

I. BACKGROUND

The Joint Cyber Security Working Group (JCSWG) was established last August 2016 by the Office of the Legal Attaché in Manila (LEGAT), partnering with the U.S. Department of State and its Philippine Government counterparts. The U.S. and Philippine-based private companies also joined the group. It aims to promote intelligence sharing and policy development through training and technical assistance to law enforcement personnel to enhance Philippine cybersecurity enforcement operations.

Since joining the JCSWG in 2018, the National Privacy Commission (NPC) has hosted a yearly meeting through the Enforcement Division (EnD). This year, EnD shall host the Joint Cyber Security Working Group (JCSWG) meeting this December 2021.

Due to the ongoing pandemic that caused work from home setups, almost all meetings are held online. Besides a desktop computer or a laptop, other necessities in attending online conferences and seminars, also known as “webinars,” are headsets, headphones, or earphones/earbuds. These come in various brands, types, and whether they are wired or wireless. Wireless earbuds/earphones were deemed appropriate to serve as tokens for the upcoming JCSWG meeting.

Several reasons for choosing are the following:

1. They are portable, wireless, and fit for all activities.
 2. They allow the user to keep music and calls under control with the built-in smart touch sensors. Earphones can be easily maneuvered while on the go.
- They are compatible with all Bluetooth devices and can connect with them easily

II. OBJECTIVES

The primary objective of procuring the wireless earbuds or earphones is that they will serve as a token of appreciation to the keynote speakers in the JCSWG meeting in sharing their insights and knowledge, as well as for the members of the U.S. Embassy who will also organize the event in partnership with EnD.

III. SPECIFICATIONS

Product Description:	Wireless Earbuds / Earphones with Case
Preferred Color:	Black
Quantity:	15 pairs of earbuds
Bluetooth Version:	V5.0
Bluetooth Profiles:	A2DP / HFP / HSP / AVRCP
Frequency Response:	20 - 20 000 Hz
Impedance:	16 ohm
Charging Time:	1 - 1.5 hours
Playing Time:	Up to 20 hours
Standby Time:	Up to 120 hours
Operating distance:	Up to 10m
Compatibility:	Compatible with all Bluetooth Devices
Microphone:	Built-in microphone

IV. MODE OF PROCUREMENT

The mode of procurement shall be Small Value Procurement.

V. NATURE OF PROCUREMENT

Classified as "Goods and Services," the service/goods shall be used as tokens for the speakers of the upcoming JCSWG that will be hosted by the Enforcement Division.

VI. PAYMENT AND DELIVERY

Payment shall be made upon the issuance of the certification that the service/goods have been rendered or delivered in accordance with the signed contract and instructions set in the evaluation of service/goods delivered, which have been duly inspected and accepted. Items should be delivered within ten (10) calendar days from receipt of the Purchase Order. The provisions on liquidated damages under RA 9184 shall apply in case of delay.

VII. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)

The fund source is the 2021 GAA, while the approved budget for the contract (ABC) is **thirty thousand pesos (P30,000,00)**.