



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF DAILY NEWSPAPER

30 October 2020

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to engage **service for the supply and delivery of daily newspaper.**

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 **4:00 P.M., 3 November 2020.**

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

1. 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

ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head
National Privacy Commission
(02) 8234-2228 loc. 127



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

TECHNICAL SPECIFICATION

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 15,000.00)		Compliance (Manifest your compliance by writing "COMPLY" in every item)
				Unit Price	Total	
	LOT	1	<p>A. TECHNICAL SPECIFICATIONS</p> <ol style="list-style-type: none"> 1. Contract duration: Three (3) months 2. The supplier must deliver the following newspapers with schedules as follows: <ul style="list-style-type: none"> • Phil Daily Inquirer: six (6) copies from Monday to Sunday • Phil Star: One (1) copy from Monday to Sunday • Manila Bulletin: One (1) copy from Monday to Sunday • Business World: One (1) copy from Monday to Friday 3. Payment Terms: payment shall be made within fifteen (15) days calendar days upon receipt of billing 4. The supplier must comply with the minimum requirements under 2016 Revised RIRR of RA 9184 			
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" to each requirement mentioned above.
- IV. Delivery shall be completed within fifteen (15) working days from receipt of Purchase Order unless a different date is specified.
- V. Present the original Mayor's Permit upon the scheduled signing of Notice of Award for inspection.



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

- VI. Acknowledgement of the Notice of Award shall be within ten (10) days from its issuance.

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

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