



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

REQUEST FOR QUOTATION
PUBLICATION OF NPC CIRCULAR ON ADMINISTRATIVE FINES (3 NEWSPAPERS)

1 April 2021

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure PUBLICATION OF NPC CIRCULAR ON ADMINISTRATIVE FINES (3 NEWSPAPERS).

As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by their authorized representative not later than **9:00 A.M., 8 April 2021**.

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

1. Mayor's Permit/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located¹;
2. PhilGEPS Registration Number;
3. Manifestation of compliance² to the attached technical specification signed by your authorized representative.

As skeletal workforce is being enforced at the moment due to the pandemic, please submit your quotation together with the required documents via e-mail to bacsecretariat@privacy.gov.ph.

ATTY. ANNA BENJIELINE R. PUZON
BAC Secretariat Head
National Privacy Commission
(02) 8234-2228 loc. 127

¹ If latest Mayor's Permit is expired, kindly submit as well the Official Receipt of renewal application pursuant to GPPB Resolution N0. 09-2020.

² Refer to page 2 of this Request for Quotation.



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TECHNICAL SPECIFICATION

Quantity	Unit	Description/Specifications	Approved Budget of the Contract		Compliance (Manifest your compliance by writing "COMPLY" in every item)
			Php 300,000.00 (to be divided between the 3 newspaper publications)		
			Unit Price	Total	
1	lot	<p><i>NOTE: Please refer to the attached Terms of Reference for the following:</i></p> <p>Newspaper Publication (3 newspapers)</p> <p>Technical Specifications</p>	100,000.00 (per newspaper)	300,000.00	
TOTAL			300,000.00		

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. Present the original Mayor's Permit upon the scheduled signing of Notice of Award for inspection.
- V. Acknowledgement of the Notice of Award shall be within five (5) days from its issuance.
- VI. Please indicate in the quotation and all other relevant documents the registered name (not trade name) of the publication.

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

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



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TERMS OF REFERENCE
PUBLICATION OF NPC CIRCULAR ON ADMINISTRATIVE FINES (3
NEWSPAPERS)

PROGRAM DESCRIPTION

Consistent with its duty to protect the privacy of personal information and ensure the enforcement of and compliance to the Data Privacy Act of 2012 (DPA), the National Privacy Commission (NPC) possesses the power to impose administrative fines against those who violate the DPA, its Implementing Rules and Regulations, and other issuances and orders of the Commission. To exercise such power, NPC will be issuing a circular fixing the amount of aforementioned administrative fines.

As stated in Section 18, Chapter 5, Book I of the Administrative Code of 1987:

Laws shall take effect after fifteen (15) days following the completion of their publication in the Official Gazette or in a newspaper of general circulation, unless it is otherwise provided.

Therefore, NPC Circular on Administrative Fines, to be effective and binding, shall be published in either the Official Gazette or a newspaper of general circulation. And in order to reach out to more people, LEO recommends publication in three (3) newspaper of general circulation.

TECHNICAL SPECIFICATIONS

1. The providers should be one that is of general circulation, which means that:
 - a. it is published for the dissemination of local news and general information;
 - b. it has a bona fide subscription list of paying subscribers; and
 - c. it is published at regular intervals.¹
2. The providers should be able to publish the NPC Circular on Administrative Fines on a date to be later determined by the Commission.
3. The providers should be able to give a complimentary copy of the publication to the Commission in a number of copies to be later determined in an agreement between the parties.


¹ Basa v. Mercado, G.R. No. L-42226, 26 July 1935



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MODE OF PROCUREMENT: Negotiated Procurement through Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services

APPROVED BUDGET: Php300,000.00

PREPARED BY:
 SGD.
JAYSON S. BUCIO
Legal Assistant I, Legal Division

REVIEWED BY:
Digitally signed by
Rellosa Rasiele
Rellosa Rasiele
ATTY. RASIELE RELLOSA-SAGUIGUIT
Chief, Legal Division
Date: 2021.03.01
18:11:39 +08'00'

APPROVED BY:
Patula Maria Theresito Elnat
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Date: 2021.03.02 20:52:56 +08'00'
ATTY. MARIA THERESITA E. PATULA
Director IV, Legal and Enforcement Office



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

PROJECT PROFILE
PUBLICATION OF NPC CIRCULAR ON ADMINISTRATIVE FINES (3
NEWSPAPERS)

BACKGROUND

Consistent with its duty to protect the privacy of personal information and ensure the enforcement of and compliance to the Data Privacy Act of 2012 (DPA), the National Privacy Commission (NPC) possesses the power to impose administrative fines against those who violate the DPA, its Implementing Rules and Regulations, and other issuances and orders of the Commission. To exercise such power, NPC will be issuing a circular fixing the amount of aforementioned administrative fines.

OBJECTIVES

This project aims to accomplish the following activities:

1. Publication of the NPC Circular on Administrative Fines in three (3) newspapers.

TARGET SCHEDULE

ACTIVITIES	TARGET MONTH
Publication of NPC Circular on Administrative Fines	May 2021

- Target dates of publication are still subject to change. The end-user will coordinate the final publication dates to the winning providers.

PREPARED BY:

SGD.

JAYSON S. BUCIO

Legal Assistant I, Legal Division

REVIEWED BY:

Digitally signed by

Rellosa Rasiele

Rebekah De Leon

Date: 2021.03.01

ATTY. RASIELE RIBERKATT D. RELLOSA-SAGUIGUIT

Chief, Legal Division

APPROVED BY:

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ATTY. MARIA THERESITA E. PATULA

Director IV, Legal and Enforcement Office