



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

BIDS AND AWARDS COMMITTEE
BAC Resolution No. 035-2022, Series of 2022

**RECOMMENDING THE AWARD FOR THE PROCUREMENT OF COMMON-USE
OFFICE SUPPLIES NOT AVAILABLE @ PS-DBM**

WHEREAS, the National Privacy Commission (NPC) is the agency mandated to administer and implement Republic Act No. 10173 or the Data Privacy Act of 2012 and to monitor and ensure compliance of the country with international standards set for data protection;

WHEREAS, in order sustain the daily operations of the NPC and to create a productive working environment, there is a need to procure various common-use office supplies that are not available at the Procurement Service of the Department of Budget and Management (PS-DBM) as evidenced by the Certificate of Non-Availability of Stocks (CNAS) attached herein as Annex "A";

WHEREAS, the NPC approved its FY 2022 Annual Procurement Plan (APP) which includes the procurement of Common Use Supplies Not Available @ PS-DBM with APP No. 2022-0126 with an Approved Budget for the Contract of Php 350,000.00;

WHEREAS, the listed items in the Technical Specification are commodities necessary in the transaction of the NPC's official businesses, and are used in its day-to-day operations, thus considered as "ordinary or regular office supplies" as defined under Annex "H" of R.A. 9184;

WHEREAS, a Request for Quotation (RFQ) was posted at the PhilGEPS website and at the NPC website. It was likewise sent to seven (7) suppliers namely: Best Choice Enterprises, Silent Worker Marketing, Ban Bee Commercial Co., Inc. Mostaco Marketing, Ceboom Enterprises, DVK Philippines and Khemz Office and Equipment Trading;

WHEREAS, Ban Bee Commercial Co., Inc., Hermacus Corp. and Silent Worker Marketing sent their quotations as requested;

WHEREAS, upon due evaluation, Silent Worker Marketing has been determined to have the single calculated and responsive quotation with a bid price of Php 348,880.00;

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 procurement of **COMMON-USE OFFICE SUPPLIES NOT AVAILABLE @ PS-DBM** to **SILENT WORKER MARKETING** in the total amount of Php 348,880.00.

RESOLVED this 19th day of May 2022, via combination on on-site and videoconference meeting.

Ref No.: 035-2022

The original of this document (containing only the BAC member's signature) is in digital format
NPC_BAC_RESO-V1.0, R0.0, 05 May 2021

ATTEST:



Digitally signed by Ragsag
Jonathan Rudolph Yandan

JONATHAN RUDOLPH Y. RAGSAG
OIC-Chief, DSTSD
BAC Member



Digitally signed
by Mendoza Ma
Josefina Eusebio

ATTY. MA. JOSEFINA E. MENDOZA
Attorney IV, LD
BAC Member



Digitally signed
by Milanes
Rainier Anthony
Mabias

ATTY. RAINIER ANTHONY M. MILANES
Chief, CMD
BAC Member



Digitally signed by
Ivy Grace T. Villasoto
Date: 2022.05.20
08:15:41.00

ATTY. IVY GRACE T. VILLASOTO
Attorney V, PDD
BAC Vice Chairperson



Digitally signed by Patula Maria
Theresita Elnar
Date: 2022.05.20 15:17:30 +08'00'

ATTY. MARIA THERESITA E. PATULA
Director IV, LEO
BAC Chairperson

APPROVED:



Digitally signed
by Naga John
Henry Du

ATTY. JOHN HENRY DU NAGA
Privacy Commissioner
Head of the Procuring Entity
Date: MAY 25 2022

Ref No.: 035-2022

The original of this document (containing only the BAC member's signature) is in digital format
NPC_BAC_RESO-V1.0, R0.0, 05 May 2021



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

NOTICE OF AWARD

~~MAY 25 2022~~

RONA M. ABCEDE

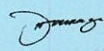
Proprietor

Silent Worker Marketing
611 7H Avenue Cor. V. Mapa Street,
Caloocan City, Metro Manila

Dear Ms. Abcede

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 035-2022, series of 2022, the contract for the procurement of Common Use Supplies Not Available @ PS-DBM amounting to a total of **Three Hundred Forty-Eight Thousand Eight Hundred Eighty Pesos (Php 348,880.00)** is awarded to Silent Worker Marketing consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

Very truly yours,

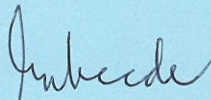
 Digitally signed
by Naga John
Henry Du

ATTY. JOHN HENRY D. NAGA

*Privacy Commissioner
Head of the Procuring Entity*

Date: ~~MAY 25 2022~~

Conforme:



RONA M. ABCEDE

Proprietor

Silent Worker Marketing

Date: MAY 26 2022

Ref. No.: 017-2022

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

#NAME?

PURCHASE ORDER NATIONAL PRIVACY COMMISSION

Entity Name

Supplier : <u>SILENT WORKER MARKETING</u>	P.O. No. : <u>2022-05-0013</u>
Address : <u>611 7th Ave, Cor. V. Mapa Street Caloocan City, Metro Manila</u>	Date : <u>MAY 26 2022</u>
TIN :	Mode of Procurement : <u>Shopping</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 : Full delivery shall be completed within thirty (30) working days upon from receipt of PO/NTP
Date of Delivery Full delivery shall be completed within thirty (30) working days from receipt of PO/NTP	Payment Term : <u>LDDAP-ADA</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount		
	Lot	COMMON - USE SUPPLIES NOT AVAILABLE @PS-DBM	1	348,880.00	348,880.00		
		<p>Specifications:</p> <p>1. The specifications of each item/supply shall be in accordance with the attached Technical Requirements/ Specifications "Annex A"</p> <p>2. List of Items and its quantity</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 1. LED bulb - 50 pcs 2. Colored Paper (Green) - 20 reams 3. Colored Paper (Orange) - 20 reams 4. Colored Paper (Blue) - 5 reams 5. Colored Paper (Pink) - 10 reams 6. Colored Paper (Yellow) - 5 reams 7. Colored Paper (Purple) - 5 reams 8. Colored Paper (Gray) - 5 reams 9. Flaglets (Index Tab) - 500 packs 10. Pen (blue, black and red) - 50 pcs per color 11. Board Paper - 7 packs 12. Sticker Paper - 20 packs 13. Cork board - 5 pieces 14. Signpen (blue and black) - 10 boxes each color 15. Vellum board (white) - 20 packs </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 16. Certificate Holder - 30 pcs 17. Duct Tape (dark brown) - 20 rolls 18. Duct Tape (Silver) - 20 rolls 19. Laminating Film - 5 rolls 20. Ink Cartridge for Brother Printer MFCT810W (yellow, cyan, magenta, black) - 5 pcs each color 21. Ink cartridge for BROTHER MFC-J2730DW (yellow, cyan, magenta, black) - 10 pcs each color 22. PVC Card - 2 packs 23. LED Tube Light - 50 pcs 24. Handheld Electric Engraver - 1 pc 25. Bond Paper - 150 reams 26. Tape - 50 rolls 27. Data File Folder - 500 pcs </td> </tr> </table>	<ul style="list-style-type: none"> 1. LED bulb - 50 pcs 2. Colored Paper (Green) - 20 reams 3. Colored Paper (Orange) - 20 reams 4. Colored Paper (Blue) - 5 reams 5. Colored Paper (Pink) - 10 reams 6. Colored Paper (Yellow) - 5 reams 7. Colored Paper (Purple) - 5 reams 8. Colored Paper (Gray) - 5 reams 9. Flaglets (Index Tab) - 500 packs 10. Pen (blue, black and red) - 50 pcs per color 11. Board Paper - 7 packs 12. Sticker Paper - 20 packs 13. Cork board - 5 pieces 14. Signpen (blue and black) - 10 boxes each color 15. Vellum board (white) - 20 packs 	<ul style="list-style-type: none"> 16. Certificate Holder - 30 pcs 17. Duct Tape (dark brown) - 20 rolls 18. Duct Tape (Silver) - 20 rolls 19. Laminating Film - 5 rolls 20. Ink Cartridge for Brother Printer MFCT810W (yellow, cyan, magenta, black) - 5 pcs each color 21. Ink cartridge for BROTHER MFC-J2730DW (yellow, cyan, magenta, black) - 10 pcs each color 22. PVC Card - 2 packs 23. LED Tube Light - 50 pcs 24. Handheld Electric Engraver - 1 pc 25. Bond Paper - 150 reams 26. Tape - 50 rolls 27. Data File Folder - 500 pcs 			
<ul style="list-style-type: none"> 1. LED bulb - 50 pcs 2. Colored Paper (Green) - 20 reams 3. Colored Paper (Orange) - 20 reams 4. Colored Paper (Blue) - 5 reams 5. Colored Paper (Pink) - 10 reams 6. Colored Paper (Yellow) - 5 reams 7. Colored Paper (Purple) - 5 reams 8. Colored Paper (Gray) - 5 reams 9. Flaglets (Index Tab) - 500 packs 10. Pen (blue, black and red) - 50 pcs per color 11. Board Paper - 7 packs 12. Sticker Paper - 20 packs 13. Cork board - 5 pieces 14. Signpen (blue and black) - 10 boxes each color 15. Vellum board (white) - 20 packs 	<ul style="list-style-type: none"> 16. Certificate Holder - 30 pcs 17. Duct Tape (dark brown) - 20 rolls 18. Duct Tape (Silver) - 20 rolls 19. Laminating Film - 5 rolls 20. Ink Cartridge for Brother Printer MFCT810W (yellow, cyan, magenta, black) - 5 pcs each color 21. Ink cartridge for BROTHER MFC-J2730DW (yellow, cyan, magenta, black) - 10 pcs each color 22. PVC Card - 2 packs 23. LED Tube Light - 50 pcs 24. Handheld Electric Engraver - 1 pc 25. Bond Paper - 150 reams 26. Tape - 50 rolls 27. Data File Folder - 500 pcs 						
		<p>3. Warranty period is 1 year and shall commence upon issuance of Inspection and Acceptance Report (IAR)</p> <p>Delivery: Full delivery shall be completed within thirty (30) working days from receipt of PO/NTP</p> <p>Payment:</p> <p>1. Payment shall be processed upon issuance of Inspection and Acceptance Report (IAR) by the Inspection and Acceptance Committee and Certificate of Acceptance of Output by the end-user</p> <p>2. Payment shall be made through send bill arrangement and shall be processed upon receipt of the Statement of Account/Billing statement/Invoice and Delivery Receipt issued by the supplier</p>					


(Total Amount in Words) THREE HUNDRED FORTY-EIGHT THOUSAND EIGHT HUNDRED EIGHTY PESOS

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

Conforme:

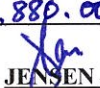

Ms. RONA M. ABCEDE
Signature over Printed Name of Supplier
06-7-22
Date

Very truly yours,


ATTY. MANUEL C. SATUITO
Signature over Printed Name of Authorized Official
Director IV
Designation

Fund Cluster : 01

Funds Available : ₱ 348,880.00


JENSEN JOY L. BALLICUD
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 02-101-2022-06-0234

Date of the ORS/BURS: 06 JUN 2022

Amount : ₱ 348,880.00