



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

BIDS AND AWARDS COMMITTEE  
BAC Resolution No. 026-2022, Series of 2022

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF  
PAW2022 AWARDS (PLAQUES)**

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**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**, the NPC approved its FY 2022 Annual Procurement Plan (APP) which includes the procurement of PAW2022 Awards (Plaques) under APP Item No. 2022-0122 with the Approved Budget for the Contract of Php 150,000.00;

**WHEREAS**, the procurement of the PAW 2022 Awards (Plaques) is for the PAW 2022 Awards activity which is part of the NPC's celebration of the 5<sup>th</sup> Privacy Awareness Week (PAW);

**WHEREAS**, said procurement is necessary to support the NPC's mandate by serving as tokens of excellence in the efforts of organizations and individuals in implementing data protection directives and as motivation to different entities to continually participate in the programs and initiatives of the NPC;

**WHEREAS**, a Request for Quotation (RFQ) was posted in the PhilGEPS website and the NPC website on 12 April 2022, and was likewise sent to four (4) suppliers via electronic mail, namely: Silent Worker Marketing, Ceboom Enterprises, Zioneyes General Merchandise, and Work Habits Trading. Two other suppliers, Jets Trophy Inc. and Token Avenue Trading submitted their quotations after seeing the postings;

**WHEREAS**, on 26 April 2022, the NPC Bids and Awards Committee (BAC) proceeded to evaluate the submitted quotations by Jets Trophy Inc., Token Avenue Trading, Zioneyes General Merchandise, and Work Habits Trading, and determined that Tokens Avenue Trading is the supplier with the lowest calculated and responsive quotation subject to its submission of a notarized Omnibus Sworn Statement;

**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 PAW 2022 Awards (Plaques) to Token Avenue Trading for being the lowest calculated and responsive quotation in the total amount of Php 86,076.00.

**RESOLVED** this 26<sup>th</sup> day of April 2022, via combination on on-site and videoconference meeting.

Ref No.: 026-2022

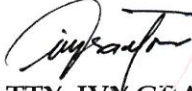
*The original of this document (containing only the BAC member's signature) is in digital format*  
NPC\_BAC\_RESO-V1.0, R0.0, 05 May 2021

**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: 2022.04.29  
13:02:33 +08'00'  
**ATTY. IVY GRACE T. VILLASOTO**  
*Attorney V, PDD*  
*BAC Vice Chairperson*

  
Digitally signed by Patula  
Maria Theresita Elnar  
Date: 2022.04.29 13:49:14  
+08'00'  
**ATTY. MARIA THERESITA E. PATULA**  
*Director IV, LEO*  
*BAC Chairperson*

**APPROVED:**

  
**ATTY. JOHN HENRY DU NAGA**  
*Privacy Commissioner*  
*Head of the Procuring Entity*  
Date: MAY 02 2022

Ref No.: 026-2022

*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 02 2022

**DONA D. TUANO**  
Sole Proprietor  
Token Avenue Trading  
1041 Manila East National Road  
Calumpang, Binangonan, Rizal

Dear Ms. Tuano,

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 026-2022, series of 2022, the contract for the procurement of PAW2022 Awards (plaques), amounting to a total of **Eighty-Six Thousand Seventy Six Pesos (Php 86,076.00)** is awarded to **Token Avenue Trading** consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

Very truly yours,

**ATTY. JOHN HENRY D. NAGA**

Privacy Commissioner  
Head of the Procuring Entity  
Date: MAY 02 2022



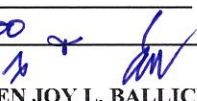
Conforme:

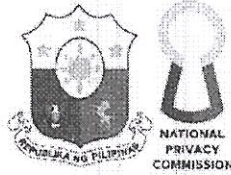
**DONA D. TUANO**  
Sole Proprietor  
Token Avenue Trading  
Date: MAY 06 2022

Ref. No.: 010-2022

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

**PURCHASE ORDER**  
**NATIONAL PRIVACY COMMISSION**  
**Entity Name**

Supplier : <u>TOKEN AVENUE TRADING</u> Address : <u>1041 Manila East National Road, Brgy. Calumpang, Binangonan, Rizal</u> TIN : _____	P.O. No. : <u>2022-04-0009</u> Date : <u>06 May, 2022</u> 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>  Date of Delivery <small>Proof Copy - within 12 calendar days upon receipt of lay-out/designs/ materials from the end-user Full Delivery - within 25 calendar days after approval of proof copy</small>	Delivery Term : <small>Proof Copy - within 12 calendar days upon receipt of lay-out/designs/ materials from the end-user Full Delivery - within 25 calendar days after approval of proof copy</small>  Payment Term : <u>LDDAP-ADA</u>				
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<b>PAW2022 Awards (Plaques)</b>  <b>Specifications:</b> <b>No. of Plaques -27 pcs</b> The specifications shall be in accordance with the attached Technical Requirements/ Specifications "Annex A"  <b>Delivery:</b> <b>Proof Copy</b> - Delivery of Sample should be made <u>within 12 calendar days upon receipt of lay-out/designs/ materials from the end-user</u> . If 12th day falls on a weekend or a holiday the delivery must be the next working days without penalty  <b>Full Delivery</b> - delivery should be made <u>within 25 calendar days after approval of proof copy</u> . If the 25th day falls on a weekend or a holiday, delivery must be on the next working day without penalty.  <b>Payment:</b>  1. Payment shall be processed upon issuance of <i>Inspection and Acceptance Report (IAR)</i> by the Inspection and Acceptance Committee and <i>Certificate of Acceptance of Output</i> by the end-user  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	1	86,076.00	86,076.00
<b>(Total Amount in Words)</b> EIGHTY SIX THOUSAND SEVENTY SIX PESOS 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><b>NOTICE TO PROCEED:</b> 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 <a href="mailto:asd@privacy.gov.ph">asd@privacy.gov.ph</a> for questions/delivery and other concerns.</p>					
Conforme:  <div style="text-align: center;">   <u>Ms. DONA D. TUAÑO</u>            Signature over Printed Name of Supplier  <u>May 12, 2022</u>            Date         </div>			Very truly yours,  <div style="text-align: center;">   <u>ATTY. MANUEL C. SATUITO</u>            Signature over Printed Name of Authorized Official  <u>Director IV</u>            Designation         </div>		
Fund Cluster : <u>01</u> Funds Available : <u>₱ 86,076.00</u> <div style="text-align: center;">   <u>JENSEN JOY L. BALLICUD</u>            Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit         </div>			ORS/BURS No. : <u>02-101-2022-05-0198</u> Date of the ORS/BURS: <u>10 MAY 2022</u> Amount : <u>₱ 86,076.00</u>		



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**TECHNICAL SPECIFICATION**

**PAW 2022 Awards (plaques)  
(APP Item No. 2022 - 0122)**

**I. BACKGROUND**

The National Privacy Commission (NPC) is tasked to educate the public about data privacy, data protection, and fair information rights and responsibilities, as provided in the Data Privacy Act of 2012 and its implementing rules and regulations.

Pursuant to Proclamation No. 527 dated 03 July 2018, the National Privacy Commission will be conducting the 5<sup>th</sup> Privacy Awareness Week (PAW 2022). The Privacy Awareness Week is one of the Commission's initiatives in raising awareness among our Filipinos and the Global Audience on the country's current data privacy practices and development.

PAW 2022 will have an Awards Selection committee to aid in conducting competence-related activities. The Awards Selection Committee is the award-giving and competence development body of the Privacy Awareness Week by creating programs applicable to the said event in recognizing Filipino individuals and Filipino organizations who have excelled in Data Privacy and Data Protection.

Moreover, the Commission shall ensure that this event shall be gender-equitable and inclusive. Notes on inclusive language and methods to emphasize the diversity of voices present shall be applied.

**II. OBJECTIVES**

In support of the mandate of the Commission, this procurement's main objective is to be a tool to promote preemptive privacy practices from organizations. This will serve as a token of excellence in their efforts in implementing data protection among individuals.

This will serve as motivation to different entities to participate in the programs and initiatives of the NPC as an element in nation-building through data protection. Through these small gifts of appreciation from the Commission, they will be reminded of the work they have put in to provide the public with the service for their privacy.

The objectives of the PAW 2022 Award are as follows:

1. Establishes criteria for nomination materials;
2. Distinguishes individuals and organizations who have excelled in data privacy and data protection related programs or activities;
3. Evaluates nominations for the awards and presents the accepted nominations to the Chairperson for final selection of the awardees; and
4. Provides recognition to the recipients of the awards.

### III. TECHNICAL REQUIREMENTS / SPECIFICATIONS

#### A. Item Description

##### 1. Award Specification:

Award	Number of Winners
Privacy Advocate of the Year Award	1
Data Protection Office of the Year Award	1
Privacy Initiative of the Year Award	1
Outstanding Organization for Privacy Practices	23
Special award	1
<b>Total Plaques</b>	<b>27</b>

##### 2. Plaque Specification:

Individual Winner	Organization Winner
Elegant Wood Plaque with Brass or Glass plate	Elegant Wall Wood Plaque with Brass or Glass plate
Engraved Names of Winners and Award Details Design Customized for individual Awards	Engraved Names of Winners and Award Details Design Customized for Organizational Awards
Portrait A4 Size (8 x 11 inches)	Portrait A4 Size (8 x 11 inches)
Wooden Box Case	

The Name of Winners and Award Details will be submitted by NPC to the suppliers after approval of contract and PO.

#### B. Vendors Qualifications

1. Supplier must previously have a similar transaction with any government agency;
2. Must accept "send bill" payment terms; and
3. Supplier must be PHILGEPS registered, BIR registered, or provide Mayor's permit, and other related documents required by BAC Secretariat.

#### IV. PAYMENT AND DELIVERY

Proof copy	Delivery of sample should be made within twelve (12) calendar days upon receipt of layout/designs/materials from the end-user. If the 12th day falls on a weekend or a holiday, delivery must be on the next working day without penalty, should not be later than 6 May 2022.
Full Delivery	Full delivery should be made within twenty-five (25) calendar days after approval of proof copy. If the 25th day falls on a weekend or a holiday, delivery must be on the next working day without penalty and should not be later than 20 May 2022.
Place of Delivery	National Privacy Commission, 5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

Payment shall be made when the Goods have been delivered in accordance with the signed contract and instructions and upon issuance of Inspection and Acceptance Report by the Inspection and Acceptance Committee.

#### V. MODE AND NATURE OF PROCUREMENT

This shall be procurement of Goods.

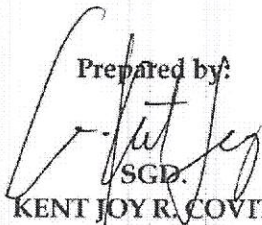
The mode of procurement shall be: *Small Value Procurement*.

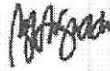
#### VI. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)

Source of Fund : FY 2022 General Appropriations  
NPC Annual Procurement Plan FY 2022 (APP Item  
No. 2022-0122)

Approved Budget for the Contract : One Hundred Fifty Thousand Pesos Only  
(Php 150,000.00)

Prepared by:

  
SGD.  
**KENT JOY R. COVITA**  
*Public Relations Assistant*



Digitally  
signed by  
Adis, Kristine  
Danica Sullit

**KRISTINE DANICA S. ADIS**  
*Information Officer II, PIAD*

Reviewed by:



Digitally  
signed by Det  
Castillo Alec  
Jeane Gonzaga

**ALEC JEANE DEL CASTILLO**  
*OIC-Chief, PIAD*

Approved by:



Digitally signed by  
Alzona Ivin Ronald De  
Mesa

**ATTY. IVIN RONALD D.M. ALZONA**  
*Executive Director IV*