



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

**BIDS AND AWARDS COMMITTEE**  
Resolution No. 077-2022, Series of 2022

**RECOMMENDING THE AWARD OF CONTRACT FOR THE LEASE OF VENUE**

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

**WHEREAS**, the Commission must craft its 2023-2028 Strategic Plans aligned with the 2023-2028 Philippine Development Plan. The Marcos Administration's eight-point Socioeconomic Agenda is aimed at achieving the administration's goals of bringing down the poverty rate to a single-digit and elevating the country's status as an upper-middle income economy. NPC needs to understand its current position, where it is headed and actions to be taken which will require significant investment in the formulation of medium to long term plans;

**WHEREAS**, the Commission aims to conduct a Strategic Planning session which will define its strategic vision and mission for the years 2023-2028. It will also identify long-term Gender and Development (GAD)-related plans, determining internal strengths, weaknesses and goals, and considering external opportunities and threats;

**WHEREAS**, accordingly, the Gender and Development Focal Point System-Technical Working Group (GADFPS-TWG), as end-user, proposed the leasing of venue for the three-day NPC Strategic Planning for F.Y. 2023-2028 and Conduct of F.Y. 2023-2028 GAD Planning And Budget Workshop as approved by the Head of the Procuring Entity, as per Purchase Request (*PR*) No. 2022-09-0134, with an approved budget for the contract of Php 800,000.00;

**WHEREAS**, Section 53.10 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (*2016 RIRR of RA 9184*) recognizes the use of Lease of Venue as alternative mode of procurement to promote economy and efficiency;

**WHEREAS**, the NPC Bids and Awards Committee (*NPC-BAC*), through its Secretariat, sent Requests for Quotation on 8 September 2022 through electronic mail to UP Balay Internasyonal, Seda Vertis North, Eastwood Richmond Hotel, and Novotel Manila;

**WHEREAS**, policy considerations in Section IV. (D) (9) of Annex H of the 2016 Revised Implementing Rules and Regulations of RA 9184 provide that it is preferred that government agencies lease publicly-owned real property or venue from other government agencies. However, in the Justification provided by the end-user, no government facility satisfactorily fulfilled the technical, documentary, and financial requirements needed by the Commission. UP Balay Internasyonal, in their email to the end-user, said that they cannot accommodate the request due to lack of available rooms in their facilities. The aforementioned email is hereby attached as Annex "A".

*The original of this document (containing only the BAC member's signature) is in digital format*

Ref No.: BAC-22-00283

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

5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

URL: <https://www.privacy.gov.ph> Email Add: [info@privacy.gov.ph](mailto:info@privacy.gov.ph) Tel No. 8234-2228



WHEREAS, on 12 September 2022, the National Privacy Commission – Bids and Awards Committee (NPC-BAC) proceeded to evaluate the single submitted quotation from Prestige Hotels & Resorts, Inc. *doing business under the name and style of Eastwood Richmond Hotel*, and the venue it was offering was rated in accordance with the technical specifications prepared pursuant to the “Rating Factors and Determination of Reasonableness of Rental Rates” (Appendix B of ANNEX “H” of the 2016 RIRR of RA 9184). The aforementioned rating table is hereby attached as Annex “B”;

WHEREAS, the NPC-BAC determined that the **Prestige Hotels & Resorts, Inc. *doing business under the name and style of Eastwood Richmond Hotel***, has passed the technical requirements mandated under RA 9184 and was determined to have submitted the single calculated and responsive bid at a bid price of SEVEN HUNDRED TWENTY-FIVE THOUSAND PESOS (Php 725,000.00);

NOW, THEREFORE, for and in consideration of the foregoing, WE, the members of the NPC Bids and Awards Committee (NPC-BAC), hereby RESOLVE, as it is hereby RESOLVED, to recommend the award of contract for the Lease of Venue for the NPC Strategic Planning for F.Y. 2023-2028 and Conduct of F.Y. 2023-2028 GAD Planning And Budget Workshop to **PRESTIGE HOTELS & RESORTS, INC. *doing business under the name and style of EASTWOOD RICHMONDE HOTEL*** for having the single calculated and responsive quotation in the total amount of **SEVEN HUNDRED TWENTY-FIVE THOUSAND PESOS (Php 725,000.00)** subject to the presentation of its original documentary requirements upon signing of the Notice of Award (NOA).

RESOLVED this 12<sup>th</sup> day of September 2022 via combination of on-site and videoconference meeting.

ATTEST:

*On official business*  
**ATTY. RAINIER ANTHONY M. MILANES**  
Chief, CMD  
BAC Member


  
Digitally signed by Ragsag  
Jonathan Rudolph Yandan  
**JONATHAN RUDOLPH Y. RAGSAG**  
OIC-Chief, DSTSD  
BAC Member

  
Digitally signed by Mendoza  
Ma Josefina Eusebio  
Date: 2022.09.12 13:53:01  
+08'00'  
**ATTY. MA. JOSEFINA E. MENDOZA**  
Attorney IV, LD  
BAC Member

  
Digitally signed by Ivy  
Grace T. Villasoto  
Date: 2022.09.12 12:16:04  
+08'00'  
**ATTY. IVY GRACE T. VILLASOTO**  
Attorney V, PDD  
BAC Vice Chairperson

  
Digitally signed by Patula Maria  
Theresita Elnar  
Date: 2022.09.12 18:13:01  
+08'00'  
**ATTY. MARIA THERESITA E. PATULA**  
Director IV, LEO  
BAC Chairperson

Approved:

  
**ATTY. JOHN HENRY D. NAGA**  
Privacy Commissioner  
Head of the Procuring Entity  
Date: SEP 12 2022

Ref No.: BAC-22-00283  
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

5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307  
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Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

Request for Quotation (RFQ)-Lease of Venue: FY 2023-2028 NPC Strategic Planning and FY 2023 GAD Plans and Budget Workshop

NPC FPMD  
To: upbalayinternasyonal [REDACTED]

NPC Strategic Planning and ...  
1 MB

Dear Madame/Sir,

Greetings from the National Privacy Commission (NPC)-Financial Planning and Management Division (FPMD)!

In accordance with the three-day activity for the conduct of **FY 2023-2028 NPC Strategic Planning and FY 2023 Gender and Development (GAD) Plans and Budget Workshop on 14-16 September 2022**, we are respectfully requesting a quotation for boarding and lodging for 70 participants with full board meals such as free-flowing brewed coffee and candies/sweets. Kindly see attached Market Study and Scope of Work, for reference. In case there are no full-board meals included, please indicate them in the RFQ.

Likewise, if possible, please submit an RFQ within the day po.

Thank you very much!

*In-Service,*  
Hans

[REDACTED]

We would love to hear your feedback. Kindly accomplish this [Client Satisfaction Survey](#).

Request for Quotation (RFQ)-Lease of Venue: FY 2023-2028 NPC Strategic Planning and FY 2023 GAD Plans and Budget Workshop

UP Balay -OVCPD, UP Dil [REDACTED]  
To: NPC FPMD

Dear Mr./ Ms. Hans,

Thank you for your email.

We're very pleased with your interest in our facility but unfortunately, We can not accommodate your request at this time due to lack of rooms available at our facilities.

We apologize for the inconvenience this has caused you.

Hoping to get an opportunity to serve you the next time.

Sincerely,

Jayson Los Banos  
UP Balay Internasyonal

...

Reply Forward

Event Venue: Prestige Hotels & Resorts, Inc

	RATING FACTORS	WEIGHT (%)	RATING
I.	Availability	100	95
II	Location and Site Condition		
	1. Accessibility	50	49
	2. Parking space	50	50
		100	99
III.	Neighborhood Data		
	1. Sanitation and health condition	25	25
	2. Police and fire station	25	25
	3. Restaurant	25	25
	4. Banking and Postal	25	25
		100	100
IV.	Venue		
	a. Structural condition	20	20
	b. Functionality		
	a. Conference Rooms	10	10
	b. Room arrangement (e.g., single, double, etc.)	5	5
	c. Light, ventilation, and air conditioning	5	5
	d. Space requirements	5	5
	c. Facilities		
	a. Water supply and toilet	4	4
	b. Lighting system	5	5
	c. Elevators	4	4
	d. Fire escapes	4	4
	e. Firefighting equipment	4	4
	f. Internet and Telecommunications	4	4
	g. Audio visual equipment	5	5
	d. Other requirements		
	a. Maintenance	5	5
	b. Attractiveness	5	5
	c. Security	5	5
	e. Catering Services	5	5
	f. Client's satisfactory rating	5	4
		100	99
I.	Availability	X (.5) =	47.5
II.	Location and Site Condition	X (.1) =	9.9
III.	Neighborhood Data	X (.05) =	5
IV.	Venue	X (.35) =	34.65
	<b>FACTOR VALUE</b>		<b>97.05</b>





Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

NOTICE OF AWARD

SEP 12 2022

**NIKHO BACAR**  
Sales Manager  
Eastwood Richmond Hotel  
17 Orchard Road, Eastwood City, Bagumbayan,  
Quezon City 1100, Metro Manila, Philippines

Dear Mr. Bacar,

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 077-2022, series of 2022, the contract for the lease of venue amounting to **Seven Hundred Twenty-Five Thousand Pesos (Php 725,000.00) VAT inclusive**, is awarded to **Prestige Hotels & Resorts, Inc. doing business under the name and style of Eastwood Richmond Hotel** 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: SEP 12 2022

Digitally signed  
by Atty.  
John Henry D.  
Naga

Conforme:

**NIKHO BACAR**  
Prestige Hotels & Resorts, Inc.  
*doing business under the name and style of*  
Eastwood Richmond Hotel  
Date: September 12, 2022



**PURCHASE ORDER  
NATIONAL PRIVACY COMMISSION**

**Entity Name**

Supplier :	PRESTIGE HOTELS & RESORTS, INC. (EASTWOOD RICHMONDE HOTEL)	P.O. No. :	2022- 09 - 0028
Address :	17 Orchard Road, Eastwood City, Bagumbayan, Quezon City	Date :	SEP 12 2022
TIN :	201-888-636-000	Mode of Procurement :	Lease of Real Property or Venue

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : NPC OFFICE

Delivery Term : September 14-16, 2022

Date of Delivery : September 14-16, 2022

Payment Term : LDDAP-ADA

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	LEASE OF VENUE	1	725,000.00	725,000.00
		Specifications:			
	1	Functionality: a. Board and Lodging for 70 participants for Three (3) days and Two (2) nights with the following inclusions: -airconditioned accommodations/rooms with toilet and bath, with at least 8 single occupancy rooms and 31 double occupancy rooms for a total of seventy 70 stay-in guest b. Conference Rooms- airconditioned function/conference room that can accomodate 80 participants, physical distancing observe c. Free and unlimited WIFI connection d. With Complimentary parking pass per room per night			
	2	Food/Catering: Full Board meals with free flowing brewed coffee and candies/sweets			
	3	Facilities: Free use of audio visual equipment such as microphones, projectors, tv screen			
	4	Location: The venue/facility within Quezon City			
	5	Security/Safety: Must observe the minimum health and safety protocol set for the current Alarm Level issued by the IATF and the LGU			
	6	Parking: Parking passes for all attendees (Max of 10 passes)			
		<b>Delivery:</b> The engagement is for Three (3) days and Two (2) nights which shall commence on September 14-16, 2022			
		<b>Payment:</b> 1. Payment shall be processed upon issuance of Certificate of Acceptance of Output (CAO) 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 issued by the supplier.			

**(Total Amount in Words)**


SEVEN HUNDRED TWENTY FIVE THOUSAND PESOS ONLY

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

Conforme:

  
**MR. NICKO BACAR**

Signature over Printed Name of Supplier

September 12, 2022

Date

Very truly yours,

 9/12/22

**ATTY. MANUEL C. SATUITO**

Signature over Printed Name of Authorized Official

OIC Executive Director, PCSO No. 038.s.2022

Designation

Fund Cluster : 01

Funds Available : ₱ 725,000.00

  
**JENSEN JOY L. BALLICUD**

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 02-102-2022-09-0094

Date of the ORS/BURS: 12 SEPT 2022

Amount : ₱ 725,000.00