



## REQUEST FOR QUOTATION

### NATIONAL WOMEN'S MONTH CELEBRATION - ADVOCACY TOKENS (APP Item No. 2024-0039)

05 April 2024

#### NOTICE TO ALL PROVIDERS

The National Privacy Commission intends to procure **NATIONAL WOMEN'S MONTH CELEBRATION - ADVOCACY TOKENS (APP Item No. 2024-0039)**. 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 **05:00 PM., 12 April 2024**.

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

1. Copy of the current Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. Current PhilGEPS Registration Number;
3. Notarized Omnibus Sworn Statement with applicable attachments<sup>1</sup>; and
4. 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](mailto:bacsecretariat@privacy.gov.ph) or via mail or courier in a sealed envelope to:

BIDS AND AWARDS COMMITTEE  
5<sup>th</sup> Floor, Ang Kiukok Hall,  
PICC Delegation Building, PICC Complex,  
Roxas Boulevard Manila 1307

Sincerely,

Digitally signed  
by Mendoza Ma  
Josefina Eusebio

**ATTY. MA. JOSEFINA E. MENDOZA**  
BAC Secretariat Head  
National Privacy Commission

<sup>1</sup> **NOTE:** Make sure to use the latest Omnibus Sworn Statement template downloadable from GPPB website (<https://www.gppb.gov.ph/downloadables.php>). Make sure that the "Jurat" of the sworn statement contains the details of the valid government issued ID of the affiant. Lastly, please make sure to submit its necessary attachments:

1. **If a sole proprietorship:** duly notarized Special Power of Attorney (if authorized representative)
2. **If a partnership, corporation, cooperative, or joint venture:** duly notarized Secretary's Certificate, Board/ Partnership Resolution, or Special Power of Attorney (whichever is applicable)

**NOTE: Both the Omnibus Sworn Statement (OSS) and its attachment must specifically state the name of this procurement. Attached herein is the latest OSS template.**

**TECHNICAL SPECIFICATION**  
**NATIONAL WOMEN'S MONTH CELEBRATION - ADVOCACY TOKENS**

Item	Unit	Qty	Description/Specifications	Approved Budget of the Contract (Php 200,000.00)		Compliance (Manifest your compliance by <u>writing</u> "COMPLY" in <u>every item</u> )
				Unit Price	Total	
1	Lot	1	<ul style="list-style-type: none"> <li>• Please refer to the "Technical Specification" for:</li> </ul> <p>1. Technical Specification</p> <p><b>A. V-neck T-shirt</b></p> <p>Quantity            200 pcs</p> <p>Color                 White</p> <p>Material/ Texture Type        High-quality cotton</p> <p style="padding-left: 150px;">Heat Transfer/DTG/DTF</p> <p>Printing Method    Print size must be visually clear, readable, and proportionate with the shirt size "See attached Technical Specification for the description"</p> <p>Print color and design    "See attached Technical Specification for the description"</p>			
			<p><b>B. Multi-functional Toiletry Bag</b></p> <p>Quantity            200 pcs</p> <p>Material             Waterproof Cationic Polyester 300D</p> <p>Structure            "See attached Technical Specification for the description"</p> <p>Color                 Purple</p> <p style="padding-left: 15px;">H - 17 cm</p> <p>Size                   L - 25 cm W - 10 cm</p> <p style="padding-left: 150px;">Heat Transfer/DTG/DTF</p> <p>Printing Method    Print size must be visually clear and readable "See attached Technical Specification for the description"</p> <p>Print color and design    Black and White</p>			
			<p><b>C. Tumbler</b></p> <p>Quantity            200 pcs</p> <p>Color                 Purple</p> <p>Size/Volume        22 oz / 650.62 mL</p> <p>Cap                   Spout lid</p> <p>Mouth Diameter    58 mm (2.28 in)</p> <p>Width (bottom diameter)    75 mm (2.84 in)</p> <p>Material             Stainless steel</p>			

			<b>2. Payment and Delivery</b> <ul style="list-style-type: none"> <li>• <b>Delivery of Sample should be made on May 03, 2024</b></li> <li>• <b>Full Delivery On or Before 24 May 2024</b></li> </ul> <p><i>"See attached Technical Specification for the description"</i></p>			
			<b>TOTAL</b>			

Instruction to bidders (as applicable):

- I. All prices shall be VAT inclusive.
- II. Compliance must be stated by **writing "COMPLY" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
- III. Present the original Mayor's permit and submit Certified True Copy of the eligibility documents and signed Quotation upon the schedule signing of Notice to Award for inspection and verification.
- IV. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- V. Delivery shall be made to NPC, 5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307.

CONFORME:

\_\_\_\_\_  
(Name of Supplier/Provider/Date)

BY: \_\_\_\_\_  
(Name/Position/Signature of Representative/Date)

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*  
*[Insert signatory's legal capacity]*  
Affiant

**SUBSCRIBED AND SWORN TO** before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_, affiant having exhibited to me his/her \_\_\_\_\_ issued on/valid until \_\_\_\_\_.

Doc. No.: \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No.: \_\_\_\_\_  
Series of 20 \_\_\_\_\_



## TECHNICAL SPECIFICATION

### **National Women's Month Celebration - Advocacy Tokens (APP Item No. 2024 - 0039)**

#### **I. BACKGROUND**

The Philippines commemorates National Women's Month every March to honor women's tireless efforts and dedication for the betterment of society, as well as to continuously promote gender equality and women's rights all over the country.

The celebration is rooted in International Women's Day (IWD), which takes place every 8th day of March across the world. The month-long celebration in the Philippines was instituted by then-President Corazon Aquino's Proclamation No. 227 in 1988. This proclamation designated the first week of March as Women's Week and the 8th day of March as Women's Rights and International Peace Day. Proclamation No. 227 was later converted into Republic Act No. 6949 which formally recognizes March as the National Women's Month of the Philippines.

During the National Women's Month Celebration (NWMC), several government departments and agencies, non-government organizations (NGOs), women's rights groups, and civil society organizations arrange programs and activities aimed at increasing awareness about issues affecting women, promoting gender equality, and recognizing the achievements of women in disciplines such as political discourse, academics, sciences, arts, athletics, and enterprises.

The NWMC highlights the ongoing battle for gender equality and the significance of empowering women to participate in all aspects of society. This event likewise promotes inclusivity and equity for all genders by means of discussions, promotion, and engagement of all interested participants.

Every six (6) years, the Philippine Commission on Women (PCW) features a distinct theme for the NWMC that is centered on various areas of women's empowerment, women's rights, and gender equality. These topics frequently encompass present-day difficulties and opportunities for Filipino women, particularly economic empowerment, political involvement, reproductive health, and the intersectionality of gender with other forms of discrimination.

The recurring NWMC banner from 2023-2028 is entitled "WE (Women and Everyone) for Gender Equality and Inclusive Society" emphasizing that gender equality is a collaborative responsibility that involves not just women, but everyone. "WE" also represents Women's Empowerment, a mission that can be potentially achieved when numerous organizations, ranging from National Government Agencies (NGAs) and institutions to corporate partners and duty bearers of the national and local levels, provide women with the same opportunities and rights as

men. The active engagement of women in recognizing these opportunities is extremely significant. Gender equality becomes a feasible goal when women and everyone work together.

The 2024 NWMC concentrates on the goal of transforming society toward a more equal and inclusive future, with the sub-theme "Lipunang Patas sa Bagong Pilipinas; Kakayahan ng Kababaihan, Patutunayan!" It exhibits Chapter 15 of the Updated Gender Equality and Women's Empowerment (GEWE) Plan 2019-2025, which strives towards changing gender stereotypes and culture.

The 2024 sub-theme, "Lipunang Patas sa Bagong Pilipinas", advocates for a Bagong Pilipinas wherein women receive equal opportunities and are not hampered by gender stereotypes and discriminatory principles. "Kakayahan ng Kababaihan! Patutunayan!" aspires to highlight and strengthen women's and girls' full capabilities in contributing in and benefiting from national growth and advancement. Nonetheless, this necessitates an atmosphere that is nurturing and unimpeded by prejudiced viewpoints, stereotypes, perspectives, treatment, and representation of women and girls in family, church, academics, athletics, the media, and other fundamental settings.

The goal includes incorporating gender mainstreaming into administrative protocols within NGAs, attached agencies, Local Government Units (LGUs), Government-owned and Controlled Corporations (GOCCs), and private entities; to likewise actively engage men in the advancement of equality; and establish a legal framework to protect marginalized and oppressed segments of the female population. These marginalized and oppressed sectors include, but are not limited to, young girls, people with disabilities, Indigenous Peoples, Muslims, and people of various Sexual Orientations, Gender Identities, and Expressions (SOGIE).

As a result, the NPC supports the Philippines' advocacy for a Bagong Pilipinas for women, which would provide them with equal opportunities free of gender stereotypes by commemorating National Women's Month. The NPC, through its GAD Committee together with various offices, divisions, committees, and units, is all for Gender Equality and an Inclusive Society.

## II. OBJECTIVES

In summary, the celebration of the National Women's Month aims to:

1. Educate and involve women and all individuals in advocating for the evolution of gender norms and societal culture towards inclusivity;
2. Emphasize the joint endeavors of governmental bodies and private enterprises in combating poverty, reinforcing financial institutions to narrow gender disparities, championing social protection measures, and improving the ease of access to public services and sustainable infrastructure specifically tailored to meet the needs of women and girls.
3. Establish platforms for exchanging best practices and addressing shortcomings, obstacles, and commitments in advancing gender and

development (GAD), thereby reinforcing the implementation of the Magna Carta of Women as it approaches its momentous 15th anniversary in 2024;

4. Motivate women and girls to embrace self-empowerment and assume leadership positions, seize opportunities, and leverage the advantages of gender equality to realize their utmost potential and enjoy its benefits; and
5. Advocate for a society that fosters inclusivity, safeguards fundamental freedoms, celebrates diversity, and upholds principles of social justice, wherein each individual, equipped with rights and responsibilities, is empowered and encouraged to actively participate.

### III. TECHNICAL REQUIREMENTS / SPECIFICATIONS



#### A. V-neck T-shirt

1. Quantity	200 pcs
2. Color	White
3. Material/Texture Type	High-quality cotton
4. Printing Method	Heat Transfer/DTG/DTF.
	<i>Print size must be visually clear, readable, and proportionate with the shirt size.</i>
5. Print color and design	Please contact <a href="mailto:gad@privacy.gov.ph">gad@privacy.gov.ph</a> for the jpeg/png/pds format of the files.





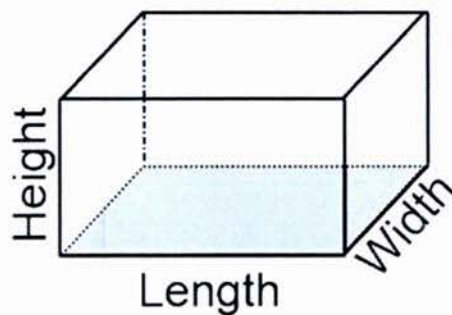
Upper Part Structure



Back Structure



Lower Part Structure



### B. Multi-functional Toiletry Bag

1. Quantity	200 pcs
2. Material	Waterproof Cationic Polyester 300D
3. Structure	Please see sample photos
4. Color	Purple
5. Size	H - 17 cm L - 25 cm W - 10 cm
6. Printing method	Heat Transfer/DTG/DTF.  Print size must be visually clear and readable.
7. Print color and design	Black and white

### C. Tumbler



1. Quantity	200 pcs
2. Color	Purple
3. Size/Volume/Capacity	22 oz
4. Cap	Spout lid
5. Mouth diameter	58 mm (2.28 in)
6. Width (bottom diameter)	75 mm (2.84 in)
7. Material	Plastic

### D. Supplier's Qualifications:

1. PhilGEPS registration;
2. BIR or Mayor's permit;
3. Omnibus sworn statement with applicable attachments; and
4. Other related documents as may be required by the Bids and Awards Committee (BAC) Secretariat as prescribed under the revised IRR of RA 9184.

## IV. PAYMENT AND DELIVERY

Delivery shall be consistent with the following schedule of requirements:

Item	Quantity	Date of Delivery	Supporting Documents
Sample Tokens (V-neck T-shirt, Multi-functional Toiletry Bag, and Tumbler)	1 pc. each	03 May 2024	None
V-neck T-shirt	200 pcs.	24 May 2024	DR
Multi-functional Toiletry Bag	200 pcs.	24 May 2024	DR and SI
Tumbler	200 pcs.	24 May 2024	

**Place of Delivery:** NPC, 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, Certificate of Acceptance by the End-User, and complete payment documents prepared by the End-User. For inquiries, you may contact the End-User through [gad@privacy.gov.ph](mailto:gad@privacy.gov.ph)

#### V. MODE AND NATURE OF PROCUREMENT

This shall be procurement of Goods.

The mode of procurement shall be:

1. *Alternative Mode through Negotiated Procurement -*
  - a. *Small Value Procurement*

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

Source of Fund : FY 2024 General Appropriations (R.A. No. 11975)  
NPC Annual Procurement Plan (APP Item No. 2024-0039)

Approved Budget for the Contract : Two Hundred Thousand Pesos Only (Php 200,000.00)

**Prepared by:**

Digitally signed by  
Hannah T. Anasarias  
DN: cn=Hannah T. Anasarias, o=Phil-DPO

**Hannah T. Anasarias**

*Secretariat, Gender and Development Focal Point System-Technical Working Group;  
Senior Administrative Assistant II, Phil-DPO*

Digitally signed by  
Abainza Fionamae  
(SAB) Verano

**Fionamae Hilda V. Abainza**

*Secretariat, Gender and Development Focal Point System-Technical Working Group;  
Administrative Officer IV (Planning Officer II), Financial Planning and Management Division*

**Recommending Approval:**

Digitally signed by  
Cabatu Rodolfo  
Serios Jr

**Atty. Rodolfo S. Cabatu, Jr.**

*Vice Chairperson, Gender and Development Focal Point System-Technical Working Group;  
Attorney V (Chief), Enforcement Division*

**Approved by:**

Digitally  
signed by  
Rellosa-  
Saguiguit

**Atty. Rasiele Rebeca R. Rellosa-Saguiguit**

*Chairperson, Gender and Development Focal Point System-Technical Working Group;  
Attorney V (Chief), Legal Division*