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**BIDS AND AWARDS COMMITTEE**  
Resolution No. 011-2024, Series of 2024

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**RECOMMENDING THE AWARD OF CONTRACT FOR PROCUREMENT OF TONER  
PRINTER FUJIXEROX APEOSPORT C2560 (3 UNITS)  
(APP Item No. 2024-0017)**

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**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 NPC- Administrative Services Division (*ASD*) is tasked to support, maintain, and ensure that the operation of National Privacy Commission is functioning as efficiently as possible.

**WHEREAS**, in this regard, the Administrative Services Division proposes the purchase of consumables for Fuji Xerox APC 2560.

**WHEREAS**, this procurement is for the existing multifunction high volume printers of the Commission. It is widely used by the different offices in producing physical output requested by oversight agencies, production of documents officially requested by NPC clients, as well as paper materials used for the campaigns and projects.

**WHEREAS**, Section 50 of the Implementing Rules and Regulations of Republic Act 9184 allows Direct Contracting as the alternative mode if when the procurement of critical components from a specific supplier is a condition precedent to hold a contractor to guarantee its project performance and it is determined to be more advantageous to the Commission pursuant to the general provision in the Warranty Certificate guaranteeing lifetime free service warranty provided that all repairs, consumables and spare parts must be availed/procured from same supplier.

**WHEREAS**, this procurement has a Certification of Availability of Funds (*CAF*) with APP item No. 2024-0017 with an Approved Budget for Contract of Php400,000.00 chargeable against Other Supplies and Materials Expenses (*GAS-MOOE*), under the General Appropriations Act of 2024 (*RA 11975*) programmed under NPC CY 2024 APP.

**WHEREAS**, Sonkkens Office Equipment Trading, guarantees lifetime free service warranty provided that all repairs, consumables, and spare parts must be availed/ procured from same supplier.

**WHEREAS**, on 08 March 2024, the National Privacy Commission – Bids and Awards Committee (*NPC-BAC*) proceeded to evaluate the submitted quotations by Sonkkens Office Equipment Trading and determined that it passed the technical, legal, and financial requirements mandated under RA 9184;

**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 procurement of Toner for Printer Fuji Xerox ApeosPort C2560 (3 Units)( APP item No. 2024-0017) to the **SONKKENS OFFICE EQUIPMENT TRADING** for being the single calculated and responsive quotation in the total amount of **THREE HUNDRED SEVENTY NINE THOUSAND AND FOUR HUNDRED SEVENTY FIVE PESOS Only (Php379,475.00 )** subject to the presentation of their original documentary requirements upon signing of the Notice of Award (NOA).


**RESOLVED** this 8<sup>TH</sup> day of March 2024, via combination of on-site and videoconference meeting.

**ATTEST:**

  
**MR. JOEL T. PAGTULINGAN**  
*Administrative Officer III*  
Provisional BAC Member/End-User


  
**MR. MARLON RUBEN N. FABRICANTE**  
*Chief, ASD*  
BAC Member

  
Digitally signed  
by Cabatu  
Rodolfo Serios Jr.  
**ATTY. RODOLFO S. CABATU, JR**  
*Chief, EnD*  
BAC Member

  
**ATTY. AUBIN ARN R. NIEVA**  
*Director IV, DASCO*  
BAC Vice Chairperson

  
Digitally signed by  
Patula Maria  
Theresita Elnar  
**ATTY. MARIA THERESITA E. PATULA**  
*Director IV, LEO*  
BAC Chairperson

**APPROVED:**

  
**ATTY. JOHN HENRY D. NAGA**  
*Privacy Commissioner*  
*Head of the Procuring Entity*  
Date: MAR 22 2024





## NOTICE OF AWARD

Date Issued: **MAR 22 2024**

**MR. LOUIE C. VILLALINO**  
*Authorized Representative*  
Sonkkens Office Equipment Trading,  
1 Lot 28, Gladiola St City Park, Brgy. Sabang, Lipa City.

Dear **MR. VILLALINO**,

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 011-2024 series of 2024, the contract for **Toner for Printer Fujixerox ApeosPort C2560 (3 Units)** amounting to **Three Hundred Seventy Nine Thousand and Four Hundred Seventy Five Pesos Only (Php379,475.00)** VAT inclusive, is awarded to **SONKKENS OFFICE EQUIPMENT 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  
**MAR 22 2024**

Digitally signed  
by Mendoza Ma  
Josselina  
Eusebio

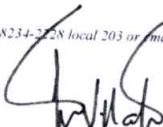


Conforme:

**MR. LOUIE C. VILLALINO**  
*Authorized Representative*  
Sonkkens Office Equipment Trading,  
1 Lot 28, Gladiola St City Park, Brgy. Sabang, Lipa City  
Date: **MAR 25 2024**



## PURCHASE ORDER NATIONAL PRIVACY COMMISSION

Entity Name

Supplier : SONKKENS OFFICE EQUIPMENT TRADING		P.O. No. : 2024- <u>04-0008</u>			
Address : Block 1 Lot 28 City Park Subd., Sabang, Lipa City, Batangas, Region IV-A, Philippines		Date : <u>03 APR 2024</u>			
TIN : _____		Mode of Procurement : <u>Direct Contracting</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 : Delivery shall be completed within 45 calendar days form receipt of Purchase Order			
Date of Delivery : Delivery shall be completed within 45 calendar days from receipt of Purchase Order		Payment Term : <u>LDDAP-ADA</u>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	LOT	TONER FOR PRINTER FUJIXEROX APEOSPORT C2560 (3 UNITS)	1	379,475.00	379,475.00
Specifications:					
ITEM		QUANTITY	AMOUNT PER CART	TOTAL	
Black Toner (approximate yield of at least 20,000)		8	8,200.00	65,600.00	
Waster Toner (approximate yield of at least 30,000)		3	4,800.00	14,400.00	
Yellow Toner (approximate yield of at least 20,000)		6	13,750.00	82,500.00	
Cyan Toner (approximate yield of at least 20,000)		6	13,750.00	82,500.00	
Magenta Toner (approximate yield of at least 20,000)		6	13,750.00	82,500.00	
Drum Cartridge R1		3	17,325.00	51,975.00	
<b>TOTAL AMOUNT:</b>				<b>379,475.00</b>	
<p><b>WARRANTY:</b></p> <p>1. Warranties against manufacturing defects, as well as parts and service The evaluation of the equipment shall include, but not limited to:</p> <p>a. Inspection and Acceptance of the product by the end-user, NPC Inspection and Acceptance Committee and Property Officer, and</p> <p>b. Physical checks on the item for any deformation, dents and cracks and the completeness of the equipment for its physical and visual examination.</p> <p>2. Warranty period/s: One (1) Year</p> <p>3. Warranty shall commence upon issuance of the Inspection and Acceptance Report (IAR) by the Inspection and Acceptance Committee and end-user.</p> <p>4. Service Warranty: Lifetime free services provided that all repairs, consumables and spare parts must be supplied only by the provider.</p> <p><b>Delivery:</b></p> <p>1. Place of Delivery: NPC, 5th Floor, Philippine International Convention Center, Vicente Sotto Ave Pasay City</p> <p>2. Delivery shall be completed within <b>45 calendar days</b> from receipt of Purchase Order</p> <p><b>Payment:</b></p> <p>1. Payment shall be processed upon issuance of Inspection and Acceptance Report (IAR) by the Inspection and Acceptance Committee</p> <p>2. Payment shall be made upon receipt of the Statement of Account/Billing statement/Billing invoice and delivery receipt</p>					
<b>(Total Amount in Words)</b> THREE HUNDRED SEVENTY NINE THOUSAND FOUR HUNDRED SEVENTY FIVE 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.					
<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.					
Contact Ms. Joan P. Del Mundo at (02)8234-2228 local 203 or email at <a href="mailto:asd@privacy.gov.ph">asd@privacy.gov.ph</a> for questions delivery and other concerns.					
Conforme:  <b>MR. LOUIE C. VILLALINO</b> Signature over Printed Name of Supplier <u>11 APR 2024</u> Date			Very truly yours,  <b>ATTY. IVIN RONALD D.M. ALZONA</b> Signature over Printed Name of Authorized Official Executive Director, OED		
Fund Cluster : <u>01</u> Funds Available : <u>₱ 379,475.00</u>  <b>JOHANA CARLAT GOMEZ</b> as per PCSO No. 017 s. 2013 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit			ORS/BURS No. : <u>02-101-2024-04-00158</u> Date of the ORS/BURS: <u>APR 04 2024</u> Amount : <u>₱ 379,475.00</u>		