



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

BIDS AND AWARDS COMMITTEE
BAC Resolution No. 028-2022, Series of 2022

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF
SCANNER (SMALL/HIGH-VOLUME/SPEED)**

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, for the efficiency in the delivery of outputs and services and daily operations of the NPC offices especially in light of the digital transformation initiatives of the Commission and its oversight agencies, there is a need procure scanners which are reliable enough to process large amounts of pages with a speed higher than the average scanning equipment;

WHEREAS, the NPC approved its FY 2021 Continuing Annual Procurement Plan (APP) which includes the procurement of Scanner (Small/high-Volume/Speed) under APP Item No. 2021-0180 with the Approved Budget for the Contract of Php 900,000.00;

WHEREAS, a Request for Quotation (RFQ) was posted in the PhilGEPS website and the NPC website and was likewise sent to five (5) suppliers via electronic mail, namely: Gakken Philippines, Inc., Gold7 International Trading Corp., Lifestyle Philippines E-Comm Inc., Pantronics International Corp., and Business Machines Corporation. Three other suppliers namely 13/65mm Production Supply, Otus Copy Systems, Inc., and ZAB Enterprises 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 13/65mm Production Supply, Otus Copy Systems, Inc., and ZAB Enterprises and determined that Otus Copy Systems is the supplier with the single calculated and responsive quotation;

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 Scanner (Small/high-volume/Speed) to Otus Copy Systems for being the single calculated and responsive quotation in the total amount of Php 880,000.00;

RESOLVED this 26th day of April 2022, via combination on on-site and videoconference meeting.

Ref No.: 028-2022

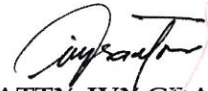
The original of this document (containing only the BAC member's signature) is in digital format
NPC_BAC_RESO-V1.0, R0.0, 05 May 2021

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: 2022.05.04
04:21:31 +08'00'
ATTY. IVY GRACE T. VELASOTO
Attorney V, PDD
BAC Vice Chairperson


Digitally signed by Patula
Maria Theresita Elnar
Date: 2022.05.04 06:53:53
+08'00'
ATTY. MARIA THERESITA E. PATULA
Director IV, LEO
BAC Chairperson

APPROVED:


Digitally
signed by
Naga John
Henry Du

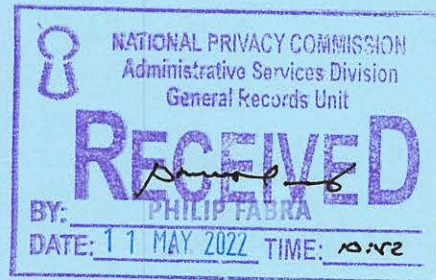
ATTY. JOHN HENRY DU NAGA
Privacy Commissioner
Head of the Procuring Entity
Date: ~~MAY 05 2022~~

Ref No.: 028-2022

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



GM - 22 - 01851

NOTICE OF AWARD

MAY 05 2022



Otus Copy Systems, Inc.
10/F MG Tower,
75 Shaw Blvd., Mandaluyong City

Dear

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 028-2022, series of 2022, the contract for the procurement of Scanner (Small/High Volume/Speed) amounting to a total of **Eight Hundred Eighty Thousand Pesos (Php 880,000.00)** is awarded to Otus Copy Systems, Inc. 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 05 2022

Digitally signed by
Ms. Frances
Abo On
Guezman

Conforme:



Otus Copy Systems, Inc.
Date: MAY 10 2022

Ref. No.: 012-2022

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

PURCHASE ORDER
NATIONAL PRIVACY COMMISSION
Entity Name

Supplier : OTUS COPY SYSTEMS, INC.	P.O. No. : 2022-05-0010
Address : 10/F MG Tower, 75 Shaw Blvd. Mandaluyong City	Date : <u>MAY 13 2022</u>
TIN : XXXXXXXXXX	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>	Delivery Term : Within Forty-Five (45) Calendar days from the receipt of PO/Notice to Proceed
Date of Delivery Within Forty-Five (45) Calendar days from the receipt of PO/Notice to Proceed	Payment Term : <u>LDDAP-ADA</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	SCANNER (small/high-volume/speed) Specifications: 16 units of Scanner The specifications shall be in accordance with the attached Technical Requirements/ Specifications " Annex A " Delivery: Within forty-five (45)calendar days from the receipt of PO/Notice to Proceed Payment: 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	880,000.00	880,000.00

(Total Amount in Words) EIGHT HUNDRED EIGHTY 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.

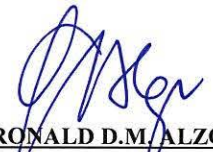

Conforme:

XXXXXXXXXX
 Signature over Printed Name of Supplier

MAY 26, 2022

Date

Very truly yours,


ATTY. IVIN RONALD D.M. ALZONA
 Signature over Printed Name of Authorized Official
 Executive Director IV 

Designation

Fund Cluster : 01Funds Available : ₱ 880,000.00


MARILOU C. LEELIAN

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

ORS/BURS No. : 06-102-2022-05-0038Date of the ORS/BURS: 12-MAY 2022Amount : ₱ 880,000.00