



BIDS AND AWARDS COMMITTEE
BAC Resolution No. 093-2023, Series of 2023

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF
PLAQUES (APP Item No. 2023-0033)**

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 workforce has been working towards the organization's vision to be a world class regulatory and enforcement agency, upholding the right to privacy and data protection while ensuring the free flow of information and commitment to excellence;

WHEREAS, the Policy Guidelines on Program on Awards and Incentives for Service Excellence (PRAISE) of the NPC under Commission Order No. 010, s. 2021 aims to encourage, recognize, and reward employees for their innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts of service in the public interest, and other personal efforts that contribute to the efficiency, economy, and improvement of government operations which lead to organizational productivity;

WHEREAS, PRAISE is a structured and fair way to acknowledge the efforts of deserving employees. Providing both monetary and non-monetary incentives is a thoughtful approach as it caters to various types of recognition that employees might achieve;

WHEREAS, the Human Resource Development Division (HRDD) proposed to procure plaques, as part of the non-monetary incentives, to serve as a memoir to strive harder, pursue excellence and continue personal development;

WHEREAS, the NPC approved its FY 2023 Annual Procurement Plan (APP) which includes the procurement of Plaques with APP Item No. 2023-0033 with an Approved Budget of the Contract amounting to FIFTY THOUSAND PESOS (Php50,000.00) chargeable against Training Expenses (GAS-MOOE);

WHEREAS, Section 53.9 of the Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act" (RA 9184), allows Small Value Procurement as a method of procuring goods where the amount involved does not exceed the threshold prescribed in Annex "H " of the IRR, provided, that in case of goods, the procurement does not fall under shopping in Section 52;

WHEREAS, on 10 November 2023, a Request for Quotation (RFQ) was posted on PhilGEPS website and at the NPC website. It was likewise sent to five (5) suppliers namely: (1) Grafiq Advertising System Corporation; (2) Token Avenue Trading; (3) King of Kings Trading; (4) Work Habit Trading; and (5) CopyMaster Tokens and Printing Services;

WHEREAS, two (2) bidders submitted their quotations namely: (1) Grafiq Advertising System Corporation, and (2) Token Avenue Trading;

WHEREAS, on 17 November 2023, the National Privacy Commission – Bids and Awards Committee (NPC-BAC) proceeded to evaluate all the submitted quotations and determined that only Grafiq Advertising System Corporation has passed the technical, legal, and financial requirements mandated under RA 9184;

WHEREAS, Grafiq Advertising System Corporation was determined to have submitted the lowest calculated and responsive quotation at a bid price of Forty-Four Thousand Seven Hundred Fifty Pesos (Php44,750.00);

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 of contract for the procurement of **PLAQUES** in the total amount of **FORTY-FOUR THOUSAND SEVEN HUNDRED FIFTY PESOS (Php44,750.00)** to **Grafiq Advertising System Corporation** for being the lowest calculated and responsive quotation, subject to the presentation of their original documents upon signing of the Notice of Award (NOA).

RESOLVED this 17th day of November 2023, via combination on on-site and videoconference meeting.

ATTEST:


Digitally signed by
Santos Rosaly Balsote
Date: 2023.11.20
20:36:57 +08'00'
MS. ROSALY B. SANTOS
Chief, HRDD
End-user/Provisional Member

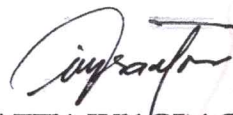
On Official Business
MR. ERWIN D. ESPENILLA
HEA, OPC
BAC Member

On Official Business
ATTY. RAINIER ANTHONY M. MILANES
Chief, CMD
BAC Member

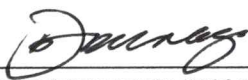

Digitally signed
by Patula Maria
Theresita Elnar
ATTY. MARIA THERESITA E. PATULA
Director IV, LEO
BAC Chairperson


Digitally signed by
Fabricante Marlon
Ruben Natividad
MR. MARLON RUBEN N. FABRICANTE
Chief, ASD
BAC Member


Digitally signed by
Mendoza Ma
Josefina Eusebio
ATTY. MA. JOSEFINA E. MENDOZA
Attorney IV, LD
BAC Member


Digitally signed
by Ivy Grace T.
Villasoto
ATTY. IVY GRACE T. VILLASOTO
Attorney V, PDD
BAC Vice Chairperson

APPROVED:



ATTY. JOHN HENRY D. NAGA
Privacy Commissioner
Head of the Procuring Entity 
Date: ~~NOV 28~~ 2023



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



NOTICE OF AWARD

Date Issued: NOV 28 2023

[REDACTED]
Grafiq Advertising System Corporation
124 A Scout Limbaga
Brgy. Sacred Heart, Quezon City

Dear [REDACTED]

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 093-2023 series of 2023, the contract for the procurement of **PLAQUES** amounting to **Forty-Four Thousand Seven Hundred Fifty Pesos (PhP44,750.00)** VAT inclusive, is awarded to **GRAFIQ ADVERTISING SYSTEM CORPORATION** 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

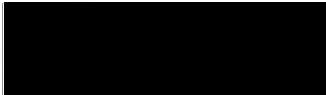
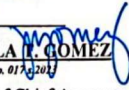
[Signature]
Digitally signed
by Patula Maria
Theresita Elmar

Conformed to:

[REDACTED]
Grafiq Advertising System Corporation
Date: DEC 04 2023

**PURCHASE ORDER
NATIONAL PRIVACY COMMISSION**

Entity Name

Supplier : GRAFIQ ADVERTISING SYSTEM CORPORATION		P.O. No. : 2023- 12-0031											
Address : 124-A Scout Limbaga, Brgy. Sacred Heart, Quezon City		Date : 04 DEC 2023											
TIN : _____		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 : Full delivery shall be on or before 12 December 2023											
Date of Delivery : Full delivery shall be on or before 12 December 2023		Payment Term : <u>LDDAP-ADA</u>											
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount								
	Lot	PLAQUES	1	44,750.00	44,750.00								
		Specifications:											
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Item</th> <th>Quantity (pcs)</th> <th>Unit Price</th> <th>Total Price</th> </tr> <tr> <td>Plaques</td> <td>25</td> <td>1,790.00</td> <td>44,750.00</td> </tr> </table>	Item	Quantity (pcs)	Unit Price	Total Price	Plaques	25	1,790.00	44,750.00			
Item	Quantity (pcs)	Unit Price	Total Price										
Plaques	25	1,790.00	44,750.00										
		Quality: High Quality, elegant Functionality: see attached Technical Requirements Specifications "ANNEXA" Item Description: (color, size, unit of measurement, weight etc) - Glass Material with sublimation print - Wooden Base - Approximate size: 8" width, 9" height and 3" depth (shape indicated in the attached photo Technical Requirements Specifications "ANNEXA" - Final contents/wordings will be provided by the NPC thru the Human Resource Development Division WARRANTY: 1. Warranties against manufacturing defects, as well as parts and service 2. Warranty period/s: 30 days to cover the damaged or broken parts 3. Warranty shall commence upon issuance of Certificate of Acceptance DELIVERY: 1. Approval of sample shall be within seven (7) working days after the receipt of Purchase Order/Notice to Proceed by the supplier 2. Full delivery shall be on or before 12 December 2023 PAYMENT: 1. Payment shall be made through send bill arrangement upon issuance of Sales Invoice, Statement of Account or Billing Statement and Delivery Receipt. 2. Payment shall be processed upon issuance of Inspection and Acceptance Report (IAR) by the Inspection and Acceptance Committee											
(Total Amount in Words) FORTY FOUR THOUSAND SEVEN HUNDRED FIFTY 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 Ms. Joan P. Del Mundo at (02)8234-2228 local 203 or email at asd@privacy.gov.ph for questions/delivery and other concerns.													
Conforme: 		Very truly yours,  MS. MARILOU C. LEELIAN Signature over Printed Name of Authorized Official Chief, FPMD											
Signature over Printed Name of Supplier 12/17/23 Date													
Fund Cluster : <u>01</u> Funds Available : <u>₱ 44,750.00</u>  JOHANA CARLA T. GOMEZ as per PCSO No. 0170-2013 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit		ORS/BURS No. : <u>02-101-2023-12-00875</u> Date of the ORS/BURS: <u>05 DEC 2023</u> Amount : <u>₱ 44,750.00</u> 											