



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



BIDS AND AWARDS COMMITTEE
Resolution No. 037-2025, Series of 2025

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF DP
COUNCIL SUMMIT - MEALS (APP Item No. 2025-0064)**

WHEREAS, the National Privacy Commission (NPC) 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, serving as a consultative body, the Data Privacy (DP) Council which is composed of various data privacy professionals in the private and public sectors, promotes collaboration and knowledge-sharing among stakeholders by organizing initiatives such as the Data Privacy Training Roadshows, aimed at enhancing data privacy awareness and compliance across the country;

WHEREAS, since 2023, the NPC and DP Council has conducted various training programs and seminars wherein the DP Council, in partnership with private entities, shouldered free use venues. In this regard, the NPC, in coordination with the DP Council, will conduct another series of training programs related to Data Privacy Act of 2012 and implementation of privacy management programs;

WHEREAS, this initiative seeks to strengthen the expertise of council officers and members by equipping them with the necessary knowledge and skills to uphold high standards of privacy governance. Additionally, it aims to reinforce a culture of compliance and encourage the adoption of best practices in data protection;

WHEREAS, the NPC Office of the Privacy Commissioner is seeking food catering services for the first leg of the training programs for DP Council Summit for two (2) days to be held at The Plaza Lodge Hotel in Baguio City which is sponsored by DP Council, through private entities;

WHEREAS, the NPC approved its FY 2024 Annual Procurement Plan (APP) which include the Procurement of DP Council Summit – Meals under APP Item No. 2025-0064 with the Approved Budget for the Contract (ABC) of Three Hundred Fifty Thousand Pesos (PHP350,000.00);

WHEREAS, Section 53.9 of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184, otherwise known as the “Government Procurement Reform Act” recognizes Small Value Procurement (SVP) 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, a Request for Quotation (RFQ) was posted in PHILGEPS, the NPC website, and the NPC bulletin board and was likewise sent to prospective suppliers;


WHEREAS, upon sending of Request of Quotation via email to The Plaza Lodge Baguio City, Lafaayette Luxury Suites Restaurant and Grand Sirra Pines Restaurant, only The Plaza Lodge Baguio City, Inc. proceeded to submit a quotation;

WHEREAS, on 29 April 2025, the National Privacy Commission – Bids and Awards Committee (NPC-BAC) proceeded to evaluate The Plaza Lodge Baguio City, Inc. submitted quotation. It was found that both passed the technical, legal, and financial requirements mandated under RA 9184 and its 2016 Revised Implementing Rules and Regulations;

NOW, THEREFORE, for and in consideration of the foregoing, WE, the members of the NPC Bids and Awards Committee (NPC-BAC), hereby **RESOLVE**, to recommend the award of the contract for the procurement of DP Council Summit - Meals (APP Item No. 2025-0064) to **THE PLAZA LODGE BAGUIO CITY, INC.** for having the single calculated and responsive quotation in the total amount of **THREE HUNDRED FORTY FIVE THOUSAND PESOS (Php345,000.00)**, subject to the presentation of their original documentary requirements upon signing of the Notice of Award (NOA).

RESOLVED on 29 April 2025, via combination of on-site and videoconference meeting;

ATTEST:

 Urolaza
Gilbert Joshua
Durwin

ATTY. GILBERT JOSHUA D. UROLAZA
Provisional BAC Member/End-User

On Official Business


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

 Digitally signed
by Hernandez
Annabel Fajardo

ATTY. ANNABEL F. HERNANDEZ
*Attorney III, OED
BAC Member*

On Official Business

**ATTY. MARC RUSSEL ANN P.
LUBANGCO**
*Division Chief, CID
BAC Vice Chairperson*

 Digitally signed
by Nieva Aubin
Romero

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

Approved:



Digitally signed
by Naga John
Henry Du

ATTY. JOHN HENRY D. NAGA

*Privacy Commissioner
Head of the Procuring Entity*

Date: 29 APR 2025



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
25th-27th Floors, The Upper Class Tower, Quezon Ave.
Corner Scout Reyes Street, Quezon City 1103



NOTICE OF AWARD


Date Issued: April 29, 2025

[REDACTED]
Authorized Representative
The Plaza Lodge Baguio City Inc.,
No. 32 South Drive Brgy., Baguio City
Benguet, CAR Philippines

Dear [REDACTED]

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 037-2025 series of 2025, the contract for **DP COUNCIL SUMMIT - MEALS** amounting to **THREE HUNDRED FORTY FIVE THOUSAND PESOS (PHP 345,000.00)** VAT inclusive, is awarded to **THE PLAZA LODGE BAGUIO CITY INC.**, 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

Digitally signed
by Sayson Jaike
Rita Sabaynon

Conforme: 1

[REDACTED]
Authorized Representative
The Plaza Lodge Baguio City Inc.,
No. 32 South Drive Brgy., Baguio City
Benguet, CAR Philippines
Date: April 29, 2025

PURCHASE ORDER
NATIONAL PRIVACY COMMISSION
Entity Name

Supplier : THE PLAZA LODGE BAGUIO CITY, INC.		P.O. No. : 2025- 04 - 0010															
Address : #32 Brgy. South Drive, Baguio City		Date : 29 APR 2025															
TIN : 009 - 577 - 312 - 000		Mode of Procurement : Small Value Procurement															
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:																	
Place of Delivery : The Plaza Lodge Hotel, #32 Brgy. South Drive, Baguio City		Delivery Term : The delivery shall be made during the DP Council Summit on 29-30 April 2025															
Date of Delivery : The delivery shall be made during the DP Council Summit on 29-30 April 2025		Payment Term : LDDAP-ADA															
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount												
	LOT	DP COUNCIL SUMMIT - MEALS	1	345,000.00	345,000.00												
		<div>Specifications: Two (2) Days Food Catering Day 1 - (29 April 2025) AM Snacks, Lunch, PM Snacks, Dinner (for 100pax) Day 2 - (30 April 2025) AM Snacks, Lunch (for 100pax) *Attached as "Annex A" is the Scope of Work as additional reference as to detailed specifications Delivery: The delivery shall be made at the venue of the DP Council Summit at The Plaza Lodge Hotel, #32 Brgy. South Drive, Baguio City Payment: Payment shall be made upon receipt of the billing statement from the supplier and shall be consistent with the following schedule:<table><tr><td>% of Contract Cost</td><td>Activity</td><td>Deliverable/Output</td><td>Schedule</td></tr><tr><td>50%</td><td>Upon signing if contract or work order</td><td>Contract/WO</td><td>To be determined</td></tr><tr><td>50%</td><td>Send bill after the event</td><td>Billing Statement</td><td>After 30 April 2025</td></tr></table></div>	% of Contract Cost	Activity	Deliverable/Output	Schedule	50%	Upon signing if contract or work order	Contract/WO	To be determined	50%	Send bill after the event	Billing Statement	After 30 April 2025			
% of Contract Cost	Activity	Deliverable/Output	Schedule														
50%	Upon signing if contract or work order	Contract/WO	To be determined														
50%	Send bill after the event	Billing Statement	After 30 April 2025														
Basis of Award: BAC Resolution No. 037-2025, Series of 2025, and Notice of Award (NOA) issued on 29 April 2025.																	
(Total Amount in Words)		THREE HUNDRED FORTY-FIVE THOUSAND PESOS ONLY															
In case of failure to make the full delivery of the goods within the date specified above, a penalty of one-tenth (1/10) of one percent of the bid price for every day of delay shall be imposed.																	
NOTICE TO PROCEED: Notice is hereby given that by conforming to this Purchase Order, the Supplier shall proceed with the delivery of the goods 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 +632 5322 1322 local 203 or email at asd@privacy.gov.ph for questions/delivery and other concerns.																	
Conforme:		Very truly yours,															
<div>Signature over Printed Name of Supplier</div> <div>29 APR 2025 Date</div>		<div>ATTY. JOHN HENRY D. NAGA</div> <div>Signature over Printed Name of Authorized Official</div> <div>Privacy Commissioner</div>															
Fund Cluster : 01		ORS/BURS No. : 02-101-2025- 04 - 00270															
Funds Available : ₱ 345,000.00		Date of the ORS/BURS: 29 APR 2025															
<div>JOHANA CARLA T. GOMEZ</div> <div>Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit</div>		Amount : ₱ 345,000.00															