



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
TERMS OF REFERENCE
FOR THE PROCUREMENT OF PRINTING SERVICES
FOR THE THIRD EDITION OF THE NPC PRIVACY TOOLKIT

I. Background

The National Privacy Commission (NPC) is tasked to inform and educate the public about data privacy, data protection, and fair information rights and responsibilities, as provided in Section 9.c of the Implementing Rules and Regulations of R.A. 10173 or the Data Privacy Act of 2012. Last April 2017, the Commission created the NPC Privacy Toolkit to aid Data Protection Officers (DPO) of various companies and government agencies in their compliance to the law and mandates of the Commission. After necessary revisions has been made on the 2nd edition last May, the 3rd edition of the Privacy Toolkit has been released. To guide DPOs of PICs and PIPs in their compliance, the Public Information and Assistance Division (PIAD) proposes the production of the 3rd edition of the NPC Privacy Toolkit to be distributed to upcoming DPO briefings, assemblies, and other various events of the Commission.

II. Objectives

The materials aim to:

- introduce the commission's vision and mission and its mandate
- provide personal information controllers a manual for an effective compliance with Data Privacy Act of 2012
- help personal information controllers and personal information processors uphold citizens' data privacy rights

III. Specifications

A. Technical Specifications

Quantity: 1 job

No. of pages: 220 ± 20

Size: A4

Cover and back page: Full color, C2s 260gsm, matte

Inside pages: Partial color, 80-100 gsm book paper

Binding: Perfect-binding

B. Qualifications Requirements

- The supplier must previously have the same transaction with any government agency
- Must accept 'send bill' payment terms

IV. Approved Budget for the Contract

ABC = P 900,000.00

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