



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**REQUEST FOR QUOTATION**  
**CULMINATING ACTIVITY SEMINAR ON SOGIE LAW: ADVOCACY TOKENS**

9 March 2021

**NOTICE TO ALL PROVIDERS/SUPPLIERS:**

The National Privacy Commission intends to procure services for CULMINATING ACTIVITY SEMINAR ON SOGIE LAW: ADVOCACY TOKENS.

As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by their authorized representative not later than **4:00 P.M., 15 March 2021**.

The service providers/suppliers must also submit the following requirements:

1. Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPS Registration Number;
3. Notarized Omnibus Sworn Statement with applicable attachments<sup>1</sup>; and
4. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to [bacsecretariat@privacy.gov.ph](mailto:bacsecretariat@privacy.gov.ph) or via mail or courier in a sealed envelope to:

5th Floor, Ang Kiukok Hall,  
PICC Delegation Building, PICC Complex,  
Roxas Boulevard, Pasay City

**Attention to: ATTY. ANNA BENJIELINE R. PUZON**  
BAC Secretariat Head

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BAC Secretariat Head  
National Privacy Commission  
(02) 8234-2228 loc. 127

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<sup>1</sup> **NOTE:** Please use the latest Omnibus Sworn Statement template downloadable from GPPB website (<https://www.gppb.gov.ph/downloadables.php>) and that the "Jurat" of the sworn statement contains the details of the valid government issued ID of the affiant. Lastly, please ensure submission of the necessary attachments:

1. **If sole proprietorship:** duly notarized Special Power of Attorney (for authorized representative)
2. **If partnership, corporation, cooperative, or joint venture:** duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney (whichever is applicable)

**NOTE:** Both the Omnibus Sworn Statement and its attachment must specifically state the name of this procurement.



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**TECHNICAL SPECIFICATION**

Quantity	Unit	Description/Specifications	Approved Budget of the Contract (Php 160,000.00)		Compliance (Manifest your compliance by writing "COMPLY" in every item)
			Unit Price	Total	
1	lot	<p><i>NOTE: Please refer to the attached Terms of Reference for the following:</i></p> <ol style="list-style-type: none"> <li>1. Technical Requirements</li> <li>2. Other terms indicated in the RFQ</li> </ol>			
<b>TOTAL</b>					

Instruction to bidders:

- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company's letterhead.
- III. Compliance must be stated by writing "Comply" to each requirement mentioned above.
- IV. Present the original Mayor's Permit upon the scheduled signing of Notice of Award for inspection.
- V. Acknowledgement of the Notice of Award shall be within five (5) days from its issuance.
- VI. Payment shall be through send bill arrangement upon issuance of the Certification of Completion and Acceptance.
- VII. Delivery shall be made to NPC Office at 5F Delegation Building, PICC Complex, Pasay City.
- VIII. Delivery shall be made within fifteen (15) working days from receipt of the Purchase Order, unless a different delivery term is provided in the Technical Specifications.

CONFORME: \_\_\_\_\_  
 (Name of Supplier/Provider/Date)

BY: \_\_\_\_\_  
 (Name/Position/Signature of Representative/Date)



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**TERMS OF REFERENCE**

**2021 National Women's Month**  
**Culminating Activity Seminar on SOGIE Law:**  
**Advocacy Tokens**

**I. Background**

The 2021 National Women's Month Celebration serves as a tribute, a platform, and a call to action that highlights the extraordinary roles of ordinary Juanas in the society as trailblazers and harbingers of change. This celebration is also a venue to discuss and address the issues that women continue to face so empowerment can be fully achieved. The campaign is also a call for concrete, sustainable, and inclusive actions towards gender equality.

In observance of the *2021 Women's Month Celebration* and in accordance with GAD's main objective of establishing gender equality and equity among men and women in the country, a series of GAD related activities will be conducted by the National Privacy Commission for the whole month of March 2021.

The National Women's Month Celebration (NWMC) is celebrated annually every March as part of a worldwide observance of the International Women's Day.

According to the Philippine Commission on Women, year 2021 is a turning point in advancing equality and women's empowerment (GEWE) in the Philippines. Under the banner theme, "We Make Change Work for Women", the 2021 NWMC shall celebrate and take stock of the progress made to advance GEWE in the country.

The FY 2021 Women's Month Celebration aimed at addressing the following objectives:

- Inform officials and employees of NPC programs and services – to promote citizen-centric governance and make "change" a conscious effort to know and understand GAD as it relates to the various aspects of the NPC's operations, procedures, and activities.
- Create and facilitate platforms to discuss good practices, gaps, challenges and commitments in pursuing gender and development (GAD) – to strengthen implementation of the Magna Carta of Women
- Inspire and empower women and girls to be agents of change – to contribute in promoting gender equality and the empowerment of all women

Relative thereto, the NPC GAD TWG-FPS will conduct the following activities, consistent with the NPC GAD FY 2021 Plans and Programs:



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Date	Activity	Description
8 March 2021 9:00 Am to 12:00 Noon	Kick-off Activity <ul style="list-style-type: none"> <li>Seminar on use of Gender Neutral Language</li> <li>Orientation on Privacy: A Fundamental Human Right</li> </ul>	<i>NPC Paints the town purple</i>  <i>This activity shall address numerous Gender issues arising in the digital era and its impact on women, men and individuals of diverse sexual orientations, gender identities, gender expressions and sex characteristics. A Gender and Development advocate will be invited as resource speaker.</i>  <i>This activity will outline the constitutional and legal conditions of privacy protection, and summarizes important issues and events relating to privacy and surveillance.</i>
29 March 2021 9:00 Am to 12:00 Noon	Culminating Activity <ul style="list-style-type: none"> <li>Seminar on SOGIE Law</li> </ul>	<i>This activity will discuss the rationale and recommendations for upholding the basic human rights of persons with diverse sexual orientation, gender identity and expression. A Gender and Development advocates will be invited as resource speakers.</i>
	<ul style="list-style-type: none"> <li>#JuanabeMe : Inspirational quotes from NPC Women</li> </ul>	<i>This activity recognizes exemplary employees, divisions and/or offices that espouse Gender and Development Activities in their development plans and projects</i>
01-31 March 2021	<ul style="list-style-type: none"> <li>#MyDay : Rest day for NPC women</li> </ul>	<i>This activity will grant an optional one (1) day off to all NPC women personnel for the whole month of March. GADFPS-TWG recognizes the importance of taking care of oneself to improve work productivity, especially among women employees. This special privilege allowed women employees of the NPC to spend much-needed time for themselves.</i>

In relation to this celebration, the following advocacy tokens will be procured:



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**II. Technical Requirements**

**A. Travel Organizer/Storage Bag**

Dimension : 18 cm x 21 cm x 8.5 cm  
Color : Lavender & Blue  
Material : Polyester  
Specifications: Water-resistant polyester fabric  
Main compartment with an internal mesh storage sleeve  
Zippered front pocket  
Comfortable handle  
No. of Pieces: 185 pieces  
*\*with personalized logos of NPC and PCW*



**B. Cotton Canvas Tote Bag:**

- No. of pieces: 185 pieces
  - Bag Size: 19"W x 15.5"Hx5" Gusset
  - Imprint Area: 14.8" width x 8.5" height
  - Official Print: Digital Print, Dark Transfer
  - Bag Color: White
  - 155 pieces
- \*Layout to follow*

*\*\*\*with personalized logos of NPC and PCW*



**C. Customized Magic Coffee Mug**

No. of pieces: 185 pieces  
Material: Porcelain  
Color: (See layout)  
- Heat Sensitive  
- Color Changing  
*\*with personalized logos of NPC and PCW*



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- C. Transparent Spray Bottle
- No of pieces: 185 pieces
- Material: Plastic
- Color: Transparent
- Spray Head
- Hook: Upside Down
- Size: 4.2x4.6x13.2 cm
- Capacity: 50 ml
- Print type Transparent Sticker



**III. Approved Budget for the Contract (ABC)**

The Approved Budget for the Contract (ABC) is ONE HUNDRED SIXTY THOUSAND PESOS ONLY (Php. 160,000.00) inclusive of all applicable government taxes and other charges.

**IV. Funding Source**

*This activity is included under FY2021 GAD PPMP*

**V. Mode of Procurement**

The mode of procurement shall be Small Value as provided under Section 53.9 of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

**VI. Nature of Procurement**

*Procurement of goods*

**VII. Payment**

Payment shall be made through send bill arrangement upon issuance of the Certificate of Completion and Acceptance.



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Prepared by:

Sgd. 


**FIONAMAE HILDA V. ABAINZA**  
Administrative Officer IV, FPMD  
and NPC GADFPS - TWG Secretariat

Noted by:

 Sgd.

**SUSANA O. ABADA**  
Planning Officer III, FPMD  
and NPC GADFPS - TWG Secretariat

Approved by:



**MARIA DELIA S. PRESQUITO**  
Chief, Administrative and Services Division and  
Chairperson, GADFPS-TWG





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Mug layout



LOGO

