



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION
VAW POLO-SHIRT, CAPS AND JACKETS

22 November 2021

NOTICE TO ALL PROVIDERS/SUPPLIERS:


The National Privacy Commission intends to procure **VAW Polo-Shirt, Caps and Jackets (APP 2021-0098)**. As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **5:00 P.M., 29 November 2021**.

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

1. Copy of the 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 attachments¹; 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 or via mail or courier in a sealed envelope to:

5th Floor, Ang Kiukok Hall,
PICC Delegation Building, PICC Complex,
Roxas Boulevard Manila 1307
Attention to: ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head

 Digitally signed by
Tana-Caguia
Krishna Aira
Angeles

ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head

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

1. **If a sole proprietorship:** duly notarized Special Power of Attorney (if authorized representative)
2. **If a 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 (OSS) and its attachment must specifically state the name of this procurement. Attached herein is the latest OSS template.

The original of this document is in digital format
NPC_BAC_RFQ-V1.0, R0.0, 05 May 2021

Ref No.: RFQ-2021-0098

**TECHNICAL SPECIFICATION
VAW POLO-SHIRT, CAPS AND JACKETS**

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 240,000.00)		Compliance (Manifest your compliance by writing "COMPLY" in every item)
				Unit Price	Total	
1	lot	1	<ul style="list-style-type: none"> • Please refer to the attached Terms of Reference (TOR) for: <ol style="list-style-type: none"> 1. Technical Requirements/Specifications 2. Payment and Delivery 			- _____ - _____
TOTAL						

Instruction to bidders (as applicable):

- 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" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
- IV. Present the original Mayor's Permit and submit Certified True Copy of the eligibility documents and signed Quotation upon the scheduled signing of Notice of Award for inspection and verification.
- V. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- VI. Payment shall be through send bill arrangement upon issuance of the Certification of Completion and Acceptance unless different term is provided in the Terms of Reference.
- 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, Work Order, NTP or from date of contract unless a different delivery term is provided in the Terms of Reference.

CONFORME: _____
(Name of Supplier/Provider/Date)

BY: _____
(Name/Position/Signature of Representative/Date)

Ref No.: RFQ-2021-0098

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



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
NPC GAD FOCAL POINT SYSTEM - TECHNICAL WORKING GROUP

TERMS OF REFERENCE

VAW Polo-Shirt, Caps and Jackets

*2021 Anti-Violence Against Women (VAW) Culminating Activity on
Orientation on Gender-Based Violence: Laws on Anti-Rape, Trafficking, and VAW*

I. BACKGROUND

Violence Against Women (VAW) remains one of the country's deepest social problems that must be addressed. According to the data gathered by the National Demographic and Health Survey (NDHS), only one-third (1:3) of women (34%) age 15-49 who experienced physical or sexual violence sought help to stop the violence. However, two in five (2:5) women (41%) never sought help to end the violence or told anyone about the violence. Whilst one in four (1:4) women (25%) told someone about the violence but did not seek help.

VAW is regarded to be closely connected to the inadequate influence and authority relation between women and men, also known as "gender-based violence". Social beliefs, norms, and traditions impose that men should be seen as leaders, persecutors, and wage-earners and assume dominant roles in society, while women are the caregivers, partners, and defenders of men and shoulder subordinate roles in society. This impression indicates men to reap and earn more control over women. Therefore, VAW is becoming a form of male expression of control over women to maintain power.

To end the Violence Against Women and in solidarity with women who experienced violence and inequality, the National Privacy Commission Gender and Development Focal Point System-Technical Working Group (NPC GFPS-TWG) shall continue supporting and commencing the 18-Day Campaign to End VAW of the Philippine Commission on Women (PCW) from 25 November until 12 December.

The 18-Day Campaign to end VAW shall embark the following activities, in harmony with the NPC GAD FY 2021 Plans and Programs:

Date	Time	Program/Activities	Description
25 November - 13 December 2021	-	Orange Your Icon for 18 Days	The activity shall boost awareness of Violence Against Women and Children thru the use of

Reference No.: _____

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

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

URL: <https://www.privacy.gov.ph> Email Add: info@privacy.gov.ph Tel No. 8234-2228

				social media platforms (Facebook)
25 2021	November	9:00 AM to 4:00 PM	Kick-off Activity Combating Gender Based Violence and Criminalities through Men's Involvement (Day 1)	This activity shall discuss male's involvement on gender based violence prevention and criminalities
26 2021	November	9:00 AM to 4:00 PM	Combating Gender Based Violence and Criminalities through Men's Involvement (Day 2)	A Gender and Development advocate shall be welcomed as the keynote speaker/trainer.
03 2021	December	1:00 PM to 4:00 PM	Film Showing of End VAW Films	This activity shall explore the various perceptions and experiences of women combating the proliferation of violence presented via film showing.
10 2021	December	1:00 PM to 4:00 PM	Pandemic of online Violence Against Women and Girls	This activity shall explain the modern transition of violence against women and girls thru the use of internet.
13 2021	December	9:00 AM to 12:00 NN	Culminating Activity Orientation on Gender-Based Violence series 4: Laws on Anti-VAWC	This activity shall assess the value of constitutional laws against VAWC, various types and acts of violence, inclusion in the protection orders against acts of violence, and duties and responsibilities of the government agencies and LGUs in promoting anti-VAWC. Gender and Development advocates shall be welcomed as the keynote speakers.

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II. OBJECTIVES

In unity with the Philippine Commission on Women (PCW) to end the Violence Against Women (VAW), this 18-Day Campaign aims to:

- Raise awareness about the forms of violence experienced by women and girls;
- Impart education on legal constitutions protecting women and girls;
- Introduce VAW-related services that people can access and utilize;
- Campaign for strengthening of VAW prevention and response systems; and
- Gather public support for campaign

III. TECHNICAL REQUIREMENTS/SPECIFICATIONS

A. Caps (200 pcs)

SPECIFICATIONS:

No. of items	200 pcs
Size	108 x 58 cm, diameter 20 cm
Color	khaki, maroon, and grey
Material	100% cotton



B. Polo shirts (200 pcs)

SPECIFICATIONS:

No. of items	200 pcs
Color	Pastel Orange
Material	100% cotton



C. Jackets/Hoodies (200 pcs)

SPECIFICATIONS:

No. of items	200 pcs
Color	White
Material	100% cotton
Style	Pullover

Reference No.: _____

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



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IV. PAYMENT AND DELIVERY

Payment shall be made through bill arrangement upon issuance of the Certificate of Completion and Acceptance. Delivery of items shall be made twenty (20) working days from receipt of Notice to Proceed (NTP) or Purchase Order.

V. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)

This activity is included under GAD PPMP FY 2021 and the Approved Budget for the Contract (ABC) is TWO HUNDRED FORTY THOUSAND PESOS ONLY (PHP 240,000.00) inclusive of all applicable government taxes and other charges

Prepared by:

Sgd.

HANNAH T. ANASARIAS

**Administrative Assistant III, Financial Planning and Management Division
and NPC GADFPS-TWG Secretariat for Events and Activities Planning**

Noted by:

Sgd.

SUSANA O. ABADA

**Planning Officer III, Financial Planning and Management Division
and NPC GADFPS-TWG Secretariat for Reports Preparation**

Approved by:

Sgd.

**Atty. Rasiele Rebekah Rellosa-Saguiguit
Chief, Legal Division
and Vice-Chairperson, GADFPS-TWG**

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling**

interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBE AND SWORN TO before me this ____ day of _____ 20__ at _____, affiant having exhibited to me his/her _____ issued on/valid until _____.

Doc. No.: _____

Page No. _____

Book No.: _____

Series of 20_____