



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS

**BIDS AND AWARDS COMMITTEE
FOR CONSULTING SERVICES, INFRASTRUCTURE AND FOREIGN ASSISTED PROJECTS
(BAC-CSIFAP)**

BID BULLETIN

**FOR THE PROCUREMENT OF DATA PRIVACY CONSULTING SERVICES PROVIDER FOR THE
COMMISSION ON HUMAN RIGHTS**

This is to inform you of the clarifications made for the subject procurement which will become part and parcel of the bidding documents and for compliance by the prospective bidders, to wit:

I. TECHNICAL SPECIFICATIONS

FROM:		TO:
For Lot 2 – Desktop Computers		
Page 2, 14 – Mandatory Requirements, and Terms of Reference	<ul style="list-style-type: none">• The consultancy service provider must be a National Privacy Commission (NPC) Accredited Institutional Privacy Trainer.	<ul style="list-style-type: none">• Remove this item from the mandatory requirements
Page 2, 14 – Criteria and rating system for shortlisting, and Terms of Reference	<i>Please see the attached file</i>	<i>Please see the attached file</i>
Manpower Requirements – Role and Qualifications (for all team members)	<ul style="list-style-type: none">• Must hold ISO 27001 or 29100 certifications or be certified as Data Protection Officers – Accredited Compliance Evaluators (DPO-ACE) by the NPC.	<ul style="list-style-type: none">• Must hold ISO 27001 or 29100 certifications.
Submission of Eligibility Documents for the shortlisting	<ul style="list-style-type: none">• Expression of Interest and Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before 1:00PM of December 13, 2024 at the Commission on Human Rights, 3rdFloor, SAAC Building, U.P. Complex, Commonwealth Avenue, Diliman, Quezon City.	<ul style="list-style-type: none">• Expression of Interest and Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before 10:00AM of December 20, 2024 at the Commission on Human Rights, 3rdFloor, SAAC Building, U.P. Complex, Commonwealth Avenue, Diliman, Quezon City.

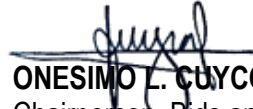
CHR ng lahat: Naglilingkod maging sino ka man

For questions and/or clarifications, you may contact the BAC Secretariat c/o General Administration Office-Procurement Division through email address procurement.chr@gmail.com or telephone number 8936-6107 or mobile numbers 0999-9902138 (smart) or 0917-8571607 (globe).

Please be guided accordingly.

Issued this 13th day of December 2024, Quezon City, Philippines.

Very truly yours,



ONESIMO L. CUYCO
Chairperson, Bids and Awards Committee for
Consulting Services, Infrastructure, and Foreign
Assisted Projects (BAC-CSIFAP)
and Director IV, General Administration Office

Criteria and rating system for shortlisting:

From:

Mandatory Requirements	Percentage										
<p>a) The consultancy service provider must be a National Privacy Commission (NPC) Accredited Institutional Privacy Trainer.</p> <p>Rating Scale</p> <table border="1" data-bbox="189 544 946 667"> <tr> <th>Compliance</th><th>Rate</th></tr> <tr> <td>Complied</td><td>10%</td></tr> <tr> <td>Not Complied</td><td>Disqualified</td></tr> </table>	Compliance	Rate	Complied	10%	Not Complied	Disqualified	10%				
Compliance	Rate										
Complied	10%										
Not Complied	Disqualified										
<p>b) The consultancy service provider should have completed at least one contract in a government agency and another in a private company, providing data protection, compliance, and consultancy services, including the conduct of a Privacy Impact Assessment (PIA), within five (5) years from the date of bid submission and receipt.</p> <p>Bidders must submit certifications from previous clients regarding the conduct of PIAs.</p> <p>Rating Scale</p> <table border="1" data-bbox="189 1014 1339 1240"> <tr> <th>No. of Completed Contracts</th><th>Rate</th></tr> <tr> <td>Has more than 5 completed contracts (including the mandatory requirement)</td><td>30%</td></tr> <tr> <td>Has 2 to 5 completed contracts (including the mandatory requirement)</td><td>20%</td></tr> <tr> <td>Mandatory Requirement: 1 in government agency and 1 in any other private company</td><td>15%</td></tr> <tr> <td>No completed contract in a government agency or any other private company</td><td>Disqualified</td></tr> </table>	No. of Completed Contracts	Rate	Has more than 5 completed contracts (including the mandatory requirement)	30%	Has 2 to 5 completed contracts (including the mandatory requirement)	20%	Mandatory Requirement: 1 in government agency and 1 in any other private company	15%	No completed contract in a government agency or any other private company	Disqualified	30%
No. of Completed Contracts	Rate										
Has more than 5 completed contracts (including the mandatory requirement)	30%										
Has 2 to 5 completed contracts (including the mandatory requirement)	20%										
Mandatory Requirement: 1 in government agency and 1 in any other private company	15%										
No completed contract in a government agency or any other private company	Disqualified										
<p>c) The consultancy service provider's processing systems and Data Protection Officer (DPO) should be registered with the NPC.</p> <p>Bidders must submit proof of registration, as well as evidence of their most recent Privacy Impact Assessment (PIA) and Privacy Management Program (PMP), Privacy Manual, and Breach Management guidelines and procedures.</p> <p>Rating Scale</p> <table border="1" data-bbox="189 1588 922 1704"> <tr> <th>Compliance</th><th>Rate</th></tr> <tr> <td>Complied</td><td>10%</td></tr> <tr> <td>Not Complied</td><td>Disqualified</td></tr> </table>	Compliance	Rate	Complied	10%	Not Complied	Disqualified	10%				
Compliance	Rate										
Complied	10%										
Not Complied	Disqualified										

CHR ng lahat: Naglilingkod maging sino ka man

Commonwealth Avenue, U.P. Complex, Diliman, Quezon City, Philippines 1101

Tel. Nos. (02) 8294 8704 • (02) 8925 3886

<p>d) Provided at least two (2) completed capacity-building activities on Data Privacy, including:</p> <ul style="list-style-type: none"> • Training on and conduct of a Privacy Impact Assessment (PIA) • Training on and conduct of data breach drills <p>Bidder must submit certifications from previous clients for capacity-building activities on Data Privacy.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>No. of Training Conducted</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>More than 5</td> <td>25%</td> </tr> <tr> <td>3 - 5</td> <td>15%</td> </tr> <tr> <td>2</td> <td>10%</td> </tr> <tr> <td>Below 2</td> <td>Disqualified</td> </tr> </tbody> </table>	No. of Training Conducted	Rate	More than 5	25%	3 - 5	15%	2	10%	Below 2	Disqualified	25%
No. of Training Conducted	Rate										
More than 5	25%										
3 - 5	15%										
2	10%										
Below 2	Disqualified										
<p>e) Total number of technical personnel employed by the company (excluding non-technical personnel e.g. Human Resources, etc.)</p> <p>Please submit a list of technical positions and their corresponding number of personnel employed by the company.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>No. of Technical Personnel</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>More than 10</td> <td>25%</td> </tr> <tr> <td>6 – 10</td> <td>15%</td> </tr> <tr> <td>5</td> <td>10%</td> </tr> <tr> <td>Below 5</td> <td>Disqualified</td> </tr> </tbody> </table>	No. of Technical Personnel	Rate	More than 10	25%	6 – 10	15%	5	10%	Below 5	Disqualified	25%
No. of Technical Personnel	Rate										
More than 10	25%										
6 – 10	15%										
5	10%										
Below 5	Disqualified										
TOTAL	100%										

To:

Mandatory Requirements	Percentage										
<p>a) The consultancy service provider should have completed at least one contract in a government agency and another in a private company, providing data protection, compliance, and consultancy services, including the conduct of a Privacy Impact Assessment (PIA), within five (5) years from the date of bid submission and receipt.</p> <p>Bidders must submit certifications from previous clients regarding the conduct of PIAs.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>No. of Completed Contracts</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Has more than 5 completed contracts (including the mandatory requirement)</td> <td>30%</td> </tr> <tr> <td>Has 2 to 5 completed contracts (including the mandatory requirement)</td> <td>20%</td> </tr> <tr> <td>Mandatory Requirement: 1 in government agency and 1 in any other private company</td> <td>15%</td> </tr> <tr> <td>No completed contract in a government agency or any other private company</td> <td>Disqualified</td> </tr> </tbody> </table>	No. of Completed Contracts	Rate	Has more than 5 completed contracts (including the mandatory requirement)	30%	Has 2 to 5 completed contracts (including the mandatory requirement)	20%	Mandatory Requirement: 1 in government agency and 1 in any other private company	15%	No completed contract in a government agency or any other private company	Disqualified	30%
No. of Completed Contracts	Rate										
Has more than 5 completed contracts (including the mandatory requirement)	30%										
Has 2 to 5 completed contracts (including the mandatory requirement)	20%										
Mandatory Requirement: 1 in government agency and 1 in any other private company	15%										
No completed contract in a government agency or any other private company	Disqualified										

CHR ng lahat: Naglilingkod maging sino ka man

Commonwealth Avenue, U.P. Complex, Diliman, Quezon City, Philippines 1101

Tel. Nos. (02) 8294 8704 • (02) 8925 3886

<p>b) The consultancy service provider's processing systems and Data Protection Officer (DPO) should be registered with the NPC.</p> <p>Bidders must submit proof of registration, as well as evidence of their most recent Privacy Impact Assessment (PIA) and Privacy Management Program (PMP), Privacy Manual, and Breach Management guidelines and procedures.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>Compliance</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Complied</td> <td>10%</td> </tr> <tr> <td>Not Complied</td> <td>Disqualified</td> </tr> </tbody> </table>	Compliance	Rate	Complied	10%	Not Complied	Disqualified	15%				
Compliance	Rate										
Complied	10%										
Not Complied	Disqualified										
<p>c) Provided at least two (2) completed capacity-building activities on Data Privacy, including:</p> <ul style="list-style-type: none"> • Training on and conduct of a Privacy Impact Assessment (PIA) • Training on and conduct of data breach drills <p>Bidder must submit certifications from previous clients for capacity-building activities on Data Privacy.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>No. of Training Conducted</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>More than 5</td> <td>30%</td> </tr> <tr> <td>3 - 5</td> <td>25%</td> </tr> <tr> <td>2</td> <td>15%</td> </tr> <tr> <td>Below 2</td> <td>Disqualified</td> </tr> </tbody> </table>	No. of Training Conducted	Rate	More than 5	30%	3 - 5	25%	2	15%	Below 2	Disqualified	30%
No. of Training Conducted	Rate										
More than 5	30%										
3 - 5	25%										
2	15%										
Below 2	Disqualified										
<p>d) Total number of technical personnel employed by the company (excluding non-technical personnel e.g. Human Resources, etc.)</p> <p>Please submit a list of technical positions and their corresponding number of personnel employed by the company.</p> <p>Rating Scale</p> <table border="1"> <thead> <tr> <th>No. of Technical Personnel</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>More than 10</td> <td>25%</td> </tr> <tr> <td>6 – 10</td> <td>15%</td> </tr> <tr> <td>5</td> <td>10%</td> </tr> <tr> <td>Below 5</td> <td>Disqualified</td> </tr> </tbody> </table>	No. of Technical Personnel	Rate	More than 10	25%	6 – 10	15%	5	10%	Below 5	Disqualified	25%
No. of Technical Personnel	Rate										
More than 10	25%										
6 – 10	15%										
5	10%										
Below 5	Disqualified										
TOTAL	100%										

Passing Rate: 50%

CHR ng lahat: Naglilingkod maging sino ka man

Commonwealth Avenue, U.P. Complex, Diliman, Quezon City, Philippines 1101

Tel. Nos. (02) 8294 8704 • (02) 8925 3886