

REQUEST FOR QUOTATION
PROCUREMENT OF SERVICES

FOR PRINTING OF *STRENGTHENING GENDER EQUALITY IN LAW PUBLICATION*

RFQ NO. N_001

Date: Sept 30, 2022

Dear Sir / Madam,

You are kindly requested to submit your quotation for **PUBLICATION SERVICES FOR PRINTING OF *STRENGTHENING GENDER EQUALITY IN LAW PUBLICATION*** described in Annex B.

We also request that your Quotation is submitted using the format specifically detailed in Annex C.

Quotations submitted by email must be limited to a maximum of **10MB, virus-free** and no more than two email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

Quotation shall be evaluated based on lowest priced Quotation meeting requirements as per the criteria set in Annex A, point q.

In the event of a discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity), the unit price shall prevail and the total price shall be corrected by IDLO. If the Bidder does not accept the final price based on IDLO's correction of errors, its Quotation will be rejected.

The Bidders shall not vary their prices for any reason after the deadline of the tender and while the Quotation is still valid. At the time of award of Contract, IDLO reserves the right to vary (increase or decrease) the quantity of services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

IDLO is not bound to accept any Quotation, nor award a Contract, nor be responsible for any costs associated with a Bidder's preparation and submission of a Quotation, regardless of the outcome or the manner of conducting the selection process.

IDLO encourages every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to IDLO if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

By submitting a Quotation in response to this information, Bidders are confirming acceptance of IDLO's General Terms and Conditions in full and Payment after delivery of service on presentation of complete and correct invoice.

This Request for Quotation (RFQ) is comprised of:

Instruction to Bidders	Annex A
Technical Specifications	Annex B
Supplier's Quotation	Annex C
IDLO General Terms and Conditions for the Procurement of Services and IDLO Supplier Code of Conduct	Annex D



For any questions/clarifications related to this RFQ please contact IDLO on tenders@idlo.int and mention **Clarifications RFQ NO. N_001** in the subject section of your email no later than 48 hours prior to the deadline for submission.

Deadline for Submission of Quotation:
On or before Date: **October 07, 2022**
Time: **15:00 PM Rome Local Time**

Thank you and we look forward to receiving your Quotation.

Sincerely yours,
International Development Law Organization | IDLO
IDLO Philippines

Annex A
Instructions to Bidders

a. Description of requested SERVICES	See Annex B
b. Deadline for Quotation	The Quote shall be addressed to IDLO on or before Date: October 7, 2022 Time: 15:00 PM Rome Local Time
c. General Terms and Conditions	Any bid submission will imply the unconditional acceptance of IDLO General Terms and Conditions for the Procurement of Services and adherence to the Supplier Code of Conduct.
d. Payment Terms	IDLO will conduct the payment after the delivery of services and upon submission of the invoice by the Supplier.
e. Conditions for Release of Payment	IDLO Acceptance of Services Form based on full compliance with RFQ requirements
f. Validity of Quotation starting from the Deadline of the Tender	90 days In exceptional circumstances, IDLO may request the Bidder to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Bidder shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
g. Quotations Submission	All quotations shall be submitted through this e-mail address: tenders@idlo.int
h. Partial Quotations	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted [provide conditions for partial quotes, and ensure that requirements are properly listed to allow partial quotes (e.g., in lots, etc.)]
i. Place of Delivery	Makati, Philippines
j. Delivery Terms	Services to be delivered on October 28, 2022
k. Customs clearance, if needed, shall be done by:	<input type="checkbox"/> IDLO <input checked="" type="checkbox"/> X-Supplier <input type="checkbox"/> N/A
l. Currency of Quotation	PHP

<p>m. Preliminary Documents to be Submitted</p>	<p><input checked="" type="checkbox"/> Annex C duly signed and stamped, and in accordance with the list of requirements in Annex B; <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> Copies of 2 similar previous experiences (PO/Contract) in supply and delivery of similar goods/services in the last 2 to 3 years. <input checked="" type="checkbox"/> Others [pls. specify as many as required]</p>
<p>n. Special Packing Requirement or Temperature Control</p>	<p>N/A <input type="checkbox"/> <input checked="" type="checkbox"/> Yes, Goods must be packed properly to avoid any damages defect during the delivery of printings to the final destination.</p>
<p>o. After-sales services required, if applicable [leave blank if not applicable]</p>	<p><input type="checkbox"/> Warranty on Parts and Labor for minimum period of Click to type <input type="checkbox"/> Technical Support <input type="checkbox"/> Provision of Service Unit when pulled out for maintenance/ repair <input type="checkbox"/> Others</p>
<p>p. Evaluation of Quote</p>	<p>Evaluation will be done according to the following order of priorities: 1. Full submission of Preliminary Documents (as per Annex A, point n.) 2. Technical responsiveness 3. Delivery Date 4. Lowest Price</p>
<p>q. Contract Award</p>	<p>Contract Award shall be granted according to: a) Full submission of Price Schedule (Annex C) signed and stamped; b) Lowest priced, most technically acceptable/compliant offer;</p>
<p>r. Contract Signature</p>	<p>Within five (5) calendar days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to IDLO. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, IDLO may award the Contract to the Second Ranked Bidder or call for new Bids.</p>
<p>s. Liquidated Damages</p>	<p>x.Yes - For late delivery of Goods, IDLO shall be entitled to claim</p>

	<p>liquidated damages from the Contractor in accordance with Article 23 of the General Terms and Conditions.</p> <p>Liquidated damages for inferior quality or non-conformance of specifications of Goods will be assessed on a case-by-case basis in accordance with the severity of the problem as determined solely by IDLO. The application of this liquidated damages provision shall not relieve the Contractor of its obligations or liabilities pursuant to this Contract.</p> <p><input checked="" type="checkbox"/> Yes - For late delivery of <u>Services</u>, IDLO shall be entitled to claim liquidated damages from the Contractor in accordance with Article 18 of the General Terms and Conditions.</p> <p>If the Contractor fails to perform the requested Services within the time period specified and as stipulated in the terms and conditions of the Contract, IDLO may, without formal notice and without prejudice to its other remedies under the Contract, be entitled to liquidated damages for every day delay in the provision and completion of the Services.</p>
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**ANNEX B
TECHNICAL SPECIFICATIONS**

Specifications for Services: 28 OCTOBER 2022 (PUBLICATION OF LEGAL ASSESSMENT)

Lot1	Item Name	Specification	Unit measure	Quantity
Lot 1	Full Colored Printing and Binding	<ul style="list-style-type: none">• Full color print• Stitch binding• Paper front and back cover, matte coated, full color, 300gsm (see Annex E for sample pages)• Inner book paper quality, 300 pp• Inner Paper size: A4• Inner Paper weight and quality: Best quality 80grm.• Pages: 128 (including front and back covers)• Requirement: Vendor is required to submit a sample for review within 2 Day/s from the date of issuance of PO/Contract for IDLO focal point's review, comments and approval.	Per Copy	1000

**ANNEX C
SUPPLIER'S QUOTATION**

(This Form must be submitted using the Supplier's Official Letterhead/Stationery in the format specified below)

We, the undersigned, hereby accept the IDLO's General Terms and Conditions in full and Payment after delivery of service on presentation of complete and correct invoice. We hereby offer to supply the items listed below in conformity with the specification and requirements of IDLO as per **RFQ NO. [N_001]**.

Company Name	
Company Full Address	
Date	
Signature	
Stamp	
Contact Person	
Telephone number	
Email address	

Table 1: Offer to Supply Services Compliant with Technical Specifications and Requirements

28 October 2022

Lot1	Item Name	Specifications	Unit of measure	Quantity	Compliance with Technical Specifications in Annex B	Unit Rate in PHP	Total amount in PHP
Lot 1	Full Colored Printing and Binding	<ul style="list-style-type: none"> • Full color print • Stitch binding • Paper front and back cover, matte coated, full color, 300gsm (see Annex E for sample pages) • Inner book paper quality, 300 pp • Inner Paper size: A4 • Inner Paper weight and quality: Best quality 80gsm. • Pages: 128 (including front and back covers) • Requirement: Vendor is required to submit a sample for review within 2 Day/s from the date of issuance of PO/Contract for IDLO focal point's review, comments and approval. 	Per Copy	1000	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply Alternative specification offered (Please attach)		

Lot	Item Name	Specifications	Unit of Measure	Qty.	Compliance with Technical Specifications in Annex B	Unit rate in PHP	Total amount in PHP
Total Cost of Goods							
Freight							
Insurance							
Customs Clearance							
Other Charges (please specify)							
Taxes/ VAT (___%) (if applicable)							
Grand Total							

ANNEX D

IDLO GENERAL TERMS AND CONDITIONS FOR THE PROCUREMENT OF SERVICES

AND

IDLO SUPPLIER CODE OF CONDUCT

ANNEX 1

Any quote submission will imply the unconditional acceptance of IDLO General Terms and Conditions for Services and adherence to the Supplier Code of Conduct.

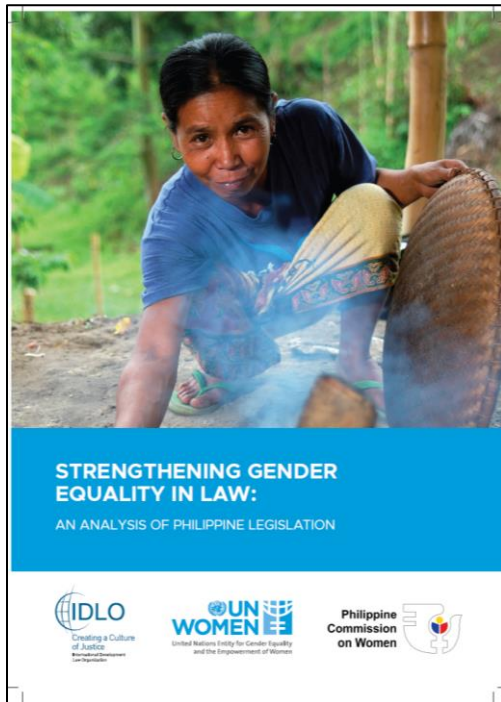
The documents are available on IDLO Procurement Website:

[Microsoft Word - General Terms and Conditions for Services_May 2020 \(idlo.int\)](#)

[idlo-supplier-code-of-conduct.pdf](#)

ANNEX E

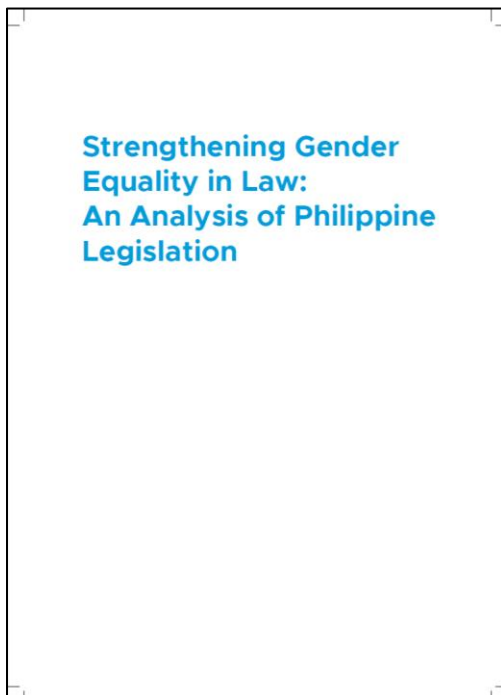
SAMPLE PAGES



Cover Page



Inside Cover Page



Title Page

TABLE OF CONTENTS	
FOREWORD	2
EXECUTIVE SUMMARY	3
ACKNOWLEDGEMENTS	8
ACRONYMS	9
INTRODUCTION	10
Background	10
Elimination of discriminatory laws: a global context and strategy	11
Methodology	12
PART 1	
THE PHILIPPINES' GLOBAL GENDER EQUALITY COMMITMENTS	15
An overview of global commitments	16
An overview of de jure inequality in the Philippines	16
PART 2	
LEGAL ANALYSIS OF DOMESTIC LAWS	18
Women's rights under the Philippine Constitution and landmark policies	19
Special laws	20
Protection from discrimination	20
Guarantee of basic human rights and fundamental freedoms	21
Protection from violence	26
Representation in political and public life	31
Nationality	36
Education	37
Employment	38
Health	41
Economic and social benefits	47
Marriage and family	53
Intersectional concerns	58
PART 3	
THE ROLE OF JUDICIARY IN ADVANCING GENDER EQUALITY NORMS AND STANDARDS	68
Introduction	69
Court issuances and training for judges and other staff of the courts	69
Selected decisions	69
Example of case law elevated to the CEDAW Committee using the Optional Protocol	72
Recommendations for laws addressing gender inequalities during situations of emergency: laws that have had discriminatory effects during the COVID-19 pandemic	76
PART 4	
RECOMMENDATIONS	76
Laws to be repealed or amended	78
Proposals for new laws	87
CONCLUSION	89
APPENDIX 1: UN WOMEN CHECKLIST FOR COMPREHENSIVE, THEMATIC LEGAL ANALYSIS	91
APPENDIX 2: COMPARATIVE TABLE OF WOMEN'S PRIORITY LEGISLATIVE AGENDA	93
APPENDIX 3: SUMMARY OF RECOMMENDATIONS	97
APPENDIX 4: RATIFICATION OF GLOBAL INSTRUMENTS BY THE PHILIPPINES	118

Table of Contents



Section Page

APPENDIX 2: COMPARATIVE TABLE OF WOMEN'S PRIORITY LEGISLATIVE AGENDA

This table shows a comparison of priority laws on women that need to be adopted, updated, revised or amended as indicated in the Magsa Carta of Women, as recommended by the CEDAW Committee in the Philippines' Combined 7th and 8th Report, and as per the priorities set forth by the Philippine Commission on Women in consultation with women's groups and government representatives. These laws were used as the signpost for the review.

As of writing, the Philippine Congress has yet to identify its Priority Legislative Agenda for the 18th Congress. The proposed and outlined common legislative agenda is for the 10th to the 17th Congress. It can be found here: <https://shorturl.at/6WV9>

This comparison also shows that since the passage of the Magsa Carta of Women in 2008, those laws containing discriminatory provisions remain in effect. The majority of the discriminatory provisions in the law are in the realm of marriage and family.

Discrimination	As indicated in the Magsa Carta of Women (2008)	As indicated in the 7 th and 8 th CEDAW Concluding Comments (2016)	Philippine Commission on Women (2017 to 2022)
			Enact a law prohibiting discrimination based on sexual orientation, gender identity and expression. This law should parallel discriminatory acts related to hiring and dismissal of workers, establish a monitoring mechanism to avoid incidents of discrimination and abuse based on sexual orientation, gender identity and expression, create relief mechanisms, monitor the review and repeal discriminatory provisions in laws, mandate the crafting of non-discriminatory workplace policies, and integrate awareness-raising on the rights of persons with diverse sexual orientation, gender identity and expression.

Sample Appendix

Courts adjudicating on rape prosecutions should not use gender stereotypes
In decisions on rape cases, the courts have often used gender stereotypes of a woman as innocent, pure and protective of her reputation and morals. In *People vs. Jay D. Amante and Jovard G. Racho*,⁷¹ the Supreme Court overturned the outdated "Maria Clara" stereotype, wherein a demure and reserved Filipino woman will not report the rape committed against her unless it is true. According to the Supreme Court, this not only puts the accused at an unfair disadvantage but also perpetuates a gender bias. It fails to recognize a woman's dynamic role as a confident and intelligent person willing to fight for her rights. Guided by this view, the Supreme Court found the rape victim's testimony to be laden with holes and inconsistencies, unstable when examined with the other evidence and weighed against the accused's defenses. The Supreme Court decreed that "[f]or when certain parts would seem unbelievable, especially when it concerns one of the elements of the crime, the victim's testimony as a whole does not pass the test of credibility".

This view was reiterated in *Pedro Perez vs. People of the Philippines*,⁷² wherein the Supreme Court held:

"This Court in Amante, however, did not go as far as denying the existence of patriarchal dominance in many social relationships. Courts must continue to be sensitive to the power relations that come dished in gender roles. In many instances, it does take courage for girls or women to come forward and testify against the boys or men in their lives who, perhaps due to cultural roles, dominate them. Courts must continue to acknowledge that the distasteful, illicit, and unjust acts of men are often veiled in either the power of coercive threat or the inconvenience inherent in patriarchy as a culture."

These are worth noting; it is hoped that the Supreme Court continues to bring to light principles on gender equality and non-discrimination.

Discrimination on the grounds of sexual orientation and gender identity
The Supreme Court has also laid down several rulings relevant to the LGBTIQ issue, involving petitions to change entries on birth certificates. These are *Silencio vs. Republic of the Philippines*,⁷³ *Republic vs. Cogamahan*,⁷⁴ and *Republic vs. Unabia*.⁷⁵ In the case of *Unabia*, Associate Justice Marvic Leonen submitted a Separate Opinion where he expounded on the meaning of "sex" and "gender". This discussion is relevant because it allows the records of the Supreme Court to include these concepts that may be referred to in future decisions.

Lastly, the opportunity to pass upon the matter of same-sex marriage was halted when in *Jesus Falcis III vs. Civil Registrar General*,⁷⁶ challenging the constitutionality of Articles 1 and 2 of the Family Code that require that marriage must be between a man and a woman only, the Supreme Court ruled that the petitioner did not meet the requisites for judicial review: the case presented no actual case, and the petitioner had no legal standing.

Official language reflecting gender equality
In terms of court procedures, the recently issued amendments to the 1997 Rules on Civil Procedure and Revised Rules on Evidence exert efforts to be gender-fair in their language. However, in the Rules on Evidence, Rule 131, Section 1(j) is retained. This rule provides a list of disputable presumptions that will be satisfactory when uncontradicted. Section 3 (j) specifically refers to the rules that must be followed if two persons perish in the same calamity and it is not known who died first. Survivorship is determined based on the probabilities resulting from the strength or the age of the sexes. In one of the rules, in the case of different sexes, the male is presumed to have survived. This rule is based on the stereotyped concept that men are always stronger than women.

RECOMMENDATIONS
Repeal Rule 131, Section 3 (j) of the Revised Rules on Evidence for being discriminatory to women. Continue and institutionalize the training on gender provided to judges and court personnel.

Sample Text

