

TERMS OF REFERENCE
NATIONAL WOMEN'S MONTH (NWM) ADVOCACY JACKETS

I. APPROVED BUDGET FOR THE CONTRACT (ABC)

- Procurement of 962 pieces of NWM Advocacy Jackets @ **P 896.00** each with a total of SIXTY TWO THOUSAND SEVEN HUNDRED TWENTY PESOS (**P 62,720.00**)

II. TECHNICAL SPECIFICATIONS:

- Light weight bomber jacket
- Collar, sleeves and bottom hem finished with a ribbed decorative trim
- With side pockets
- With lining and inner pockets
- In Khaki color
- Material:
 - Collar-100% cotton
 - Main material - 75% cotton, 25% polyester
 - Lining: 100% polyester
- Imprint Method : embroidery
- Must have available unisex sizes in extra small (XS), small (S), medium (M), large (L), extra-large (XL), double extra-large (2XL), three extra-large (3XL), four extra-large (4XL), and five extra-large (5XL);
- Must follow the logo print, colors and dimensions using embroidery print type and must ensure that the embroidery will not be undone / become loose upon washing.

III. TERMS AND CONDITIONS:

1. Interested bidders must submit a sample prototype of the material of jacket to be used (i.e. to determine fabric-type and print method to be used) upon submission of their quotation, for evaluation purposes.
2. Winning bidder must submit sample jacket with all available sizes of the appropriate material.
3. Samples submitted shall be retained by the end-user until delivery of items for comparison.
4. Bid price must be firm and irrevocable and not subject to any change, whatsoever, even due to increase in cost of raw material and lack of supplies.
5. Deviations from the original offer will not be accepted.
6. Winning bidder must conform with the color and size of logo to be printed, including the color and jacket design.
7. Winning bidder must replace defective items within a week period upon complaint.
8. One hundred percent (100 %) of the contract price will be processed within 30 days upon the issuance of a certificate of acceptance of the end-user but not earlier than seven (7) working days upon issuance of said certificate.
9. Bid price must be in Philippine currency and must be inclusive of all costs like taxes.
10. Bidder must be able to deliver **70 pieces** of the said jacket conforming with the required colors and sizes as provided by the end-user.

11. Delivery Terms:

- a. Delivery of Sample/ Prototype 5 calendar days after receipt of the Purchase Order (PO).
- b. Approval of sample – 1 day after receipt of delivered sample
- c. **Full Delivery on or before 30 April 2025** or the winning bidder will be subjected to penalties as stipulated in the provisions of Small Value Procurement under RA 9184.



FRONT



BACK