

TERMS OF REFERENCE
SLING BAG FOR THE MONTH OF SEPTEMBER 2017

I. PURPOSE/OBJECTIVES:

For distribution to official delegates of ASEAN 2017 Meetings for the month of September.

II. DESCRIPTION AND SPECIFICATIONS:

Sling Bag

Specifications :	Rectangular sling bag Half front shaped flap with debossed ASEAN 2017 logo With bag zipper With 2 inside front utility pockets With pocket inside the bag Premium satin checkered material with cotton strap Size: 11" x 8 ½" x 2" (H x L x W)
Color :	Khaki with dark brown lining, chocolate brown strap
Quantity :	1210 pcs.

III. BUDGET:

Total budget allocation is **Seven Hundred Twenty Six Thousand Pesos**
(Php 726,000.00)

IV. SCHEDULE OF DELIVERY:

Partial Delivery :	September 8, 2017 (330 pcs.)
Partial Delivery :	September 14, 2017 (330 pcs.)
Full Delivery :	September 20, 2017 (550 pcs.)

V. PAYMENT PROCEDURE: Government Procedure

VI. EVALUATION PROCEDURE:

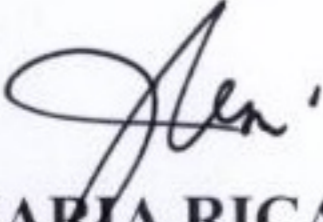
The winning bid shall be selected not solely based on the amount of bid but the Department of Tourism Bids and Awards Committee (DOT-BAC) shall also consider the quality of the materials used.

CONTACT PERSON:

VII. Ms. Sarah Gemanil

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Noted by:


DIR. MARIA RICA C. BUENO
Chairperson, DOT-ASEAN TWG on Souvenirs