

TERMS OF REFERENCE

**SPECIAL GIFTS AS GIVEAWAYS FOR THE SPECIAL MEETING OF ASEAN INTER-
GOVERNMENTAL COMMISSION ON HUMAN RIGHTS (AICHR) AND INTERFACE WITH AMM
ON AUGUST 03 - 06, 2017
HOST AGENCY : DEPARTMENT OF FOREIGN AFFAIRS
VENUE : MANILA**

I. INABEL HANDLOOMWOVEN BED COVER

Material: 30% Cotton and 70% Polyester
Size: Queen W 90" x L 108"
Color: Assorted
Design: Assorted
Quantity: Twenty-eight (28) pieces
Estimated Unit Cost: PhP 8,000.00
Approved Budget for the Contract: PhP224,000.00

II. LEGAL / TECHNICAL REQUIREMENTS:

- a) Registration Certificate from SEC or DTI or CDA;
- b) Current Mayor's Permit;
- c) Tax Clearance certificate per E.O. 398, series of 2005, as finally reviewed and approved by the BIR; and
- d) Certificate of PhilGEPS registration.

III. BUDGET:

Total budget allocation is **PHILIPPINES PESOS: TWO HUNDRED TWENTY-FOUR THOUSAND (PhP224,000.00) inclusive of taxes.**

The winning bid shall be determined based on bid with most responsive proposal to the criteria set forth by DOT and advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

IV. TERMS OF PAYMENT:

Government Procedure

V. SCHEDULE OF DELIVERY TO THE DOT – HEAD OFFICE SHOULD BE ON OR BEFORE 02 AUGUST 2017