



## TERMS OF REFERENCE

### Supply and Delivery of POLO-SHIRTS for the Recognition and Pledging Day of “Annual Million Trees Challenge” – part of the Continuous Celebration of the 140<sup>TH</sup> ANNIVERSARY OF METROPOLITAN WATERWORKS & SEWERAGE SYSTEM - CORPORATE OFFICE (MWSS- CO)

#### I. Rationale

The Metropolitan Waterworks & Sewerage System-Corporate Office (MWSS-CO) will be having a Recognition Day for Stakeholders of the Annual Million Trees Challenge (AMTC) on 23 July 2018. AMTC aims to protect six (6) critical watersheds that impact the water supply of Metro Manila, namely, Angat, Ipo, La Mesa, Laguna Lake, Marikina and Umiray. This Recognition and Pledging Day is part of the continuous celebration of MWSS’ 140<sup>th</sup> Anniversary Celebration.

In view of this celebration, the MWSS-CO intends to procure Polo Shirts with AMTC and MWSS logos as giveaways under the following terms and conditions:

Quantity	300 pcs POLO SHIRT of various sizes
Material	Dri-Fit Polyester with collar – one tone color
Sleeves	Hemmed
Print	<p>Silkscreen Print of the following:</p> <ol style="list-style-type: none"> <li>1) AMTC Logo - 10cm height x 15cm width at the left breast area:</li> </ol> <div style="text-align: center;">  </div> <ol style="list-style-type: none"> <li>2) MWSS Logo (3cm x 3cm) at the back with print “MWSS Corporate Office (1cm in height”</li> </ol> <div style="text-align: center;">  <p>MWSS Corporate Office</p> </div>

## **II. Approved Budget for the Contract**

The approved budget for the contract is **One Hundred Twenty Thousand Pesos (P120, 000.00)** including government taxes and all other charges.

## **III. Mode of Procurement**

The procurement for the Supply and Delivery of Polo-Shirts shall be in accordance with Rule XVI, Section 53.9 (Alternative Method of Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 or the “Government Procurement Act.”

## **IV. Schedule of Delivery**

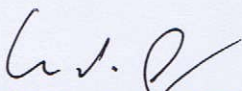
Partial delivery of 200 pcs polo-shirts shall be made on or before 27 of July 2018. Complete delivery shall be made on or before August 3, 2018.

## **V. Payment Scheme**

Payment shall be made not later than fifteen (15) days upon complete delivery of polo shirts and presentation of the required Billing Statement, issuance by the end-user of Certificate of Acceptance and Completion subject to the usual government accounting and auditing rules and regulations.

## **VI. Compliance to Specifications/Provisions**

All interested/prospective bidders must submit a sample of their polo-shirts which used the materials/fabrics mentioned in this TOR. Non-submission of a sample shall be ground for disqualification of bid. The winning bid shall be determined not solely based on the amount of bid but also consider the over-all compliance with the design and quality of submitted sample.



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