

**PRODUCTION OF THE 2021 CORPORATE JACKETS, POLO SHIRTS, AND CAPS**


---



---

**TERMS AND SPECIFICATIONS**
**I. OBJECTIVE**

To select the supplier with the lowest calculated and responsive quotation for the production of Corporate Branding Paraphernalia (215 pieces of Corporate Jackets, 215 pieces of Polo Shirts, and 215 pieces of Caps).

**II. ITEMS TO BE PROCURED AND THEIR APPROVED BUDGET**

<b>Lot</b>	<b>Item</b>	<b>Technical Description</b>	<b>Quantity</b>	<b>Approved Budget for the Contract in Php (inclusive of all applicable taxes)</b>
Lot 1	a. Corporate Jacket	Elastic binding at sleeve and body hem, Embroidered logo print on the chest, Zip-in-compatible integration with complementing Garments, Exposed-zip hand pockets, Woven overlay on shoulder, Center front zip, Covered, secure-zip chest pocket and hand pockets, With left and right inside pockets, Recycled Polyester, 14% Elastane with Non-PFC Durable Water-Repellent (Non-PFC DWR) Finish, 100% Polyester with Non-PFC DWR Finish.	215	Php380,000.00
	b. Corporate Polo Shirt	Honeycomb 100% Cotton T-Shirt with collar, Customized Color combination on t-shirt, collar and sleeve, Embroidered logo print on the chest.	215	Php135,000.00

	c. Corporate Cap	100 % Polyester with foam, Breathable mesh fabric combination, Logo Blue textile color, Embroidered logo print (with white stroke/outline) on the cap front portion.	215	Php85,000.00
		<b>TOTAL</b>		<b>Php600,000.00</b>

### III. REQUIREMENTS

- a. The Bidder must submit a prototype/sample upon submission of the bid to validate the capacity of the bidder to conform to the specifications of the end-user and successfully deliver the items.
- b. The quality of the prototype/sample must be a representation of the product to be supplied as this shall be the basis of evaluating and proclaiming the winning bidder.
- c. Winning bidder must submit of a prototype of the Jacket, Poloshirt and cap within a reasonable time after the issuance of the Notice of Award. Simultaneously, they shall provide sample sizes for the employees to choose from, which shall be the basis for mass production
- d. The aggregate lowest calculated and responsive quotation for all items shall be determined.
- e. Purchase Order/s shall be given to the supplier with the lowest calculated and responsive quotation.
- f. Winning bidder may proceed with mass production upon final approval of design and prototype.
- g. The PHILGUARANTEE reserves the right to reject items upon delivery and 30 days thereafter should the items be found to not conform to submitted samples or were found to be faulty, defective, and substandard. Replacement must be delivered within 5 working days after the turnover of defective items.

### IV. DELIVERY

Delivery shall be within 45 calendar days after receipt of the Purchase Order. Failure by the supplier to deliver within the said period shall be subject to the penalties provided for in R. A. 9184.

**V. APPROVED BUDGET**

The approved budget for the contract is ₱ 600,000.00 inclusive of all applicable taxes.



**MILAGROS M. BAET**

Head, Corporate Communications Department