

## TERMS OF REFERENCE

Customized 2021 National Women's Month Celebration Polo shirt

### I. Specifications

ITEM	QTY	SIZES	DESCRIPTION	APPROVED BUDGET	
				UNIT COST	TOTAL
Customized Polo shirt	163 pieces	Size 18 up to XXXXL size	Polo Shirt Color: Two-tone (Purple and White) Texture Type: Cotton Front Design: 3" width x 2.5" height Print: White Design Color: 1/3 inch for PHILGUARANTEE (Purple) Back Design: 1/4 inch for www.philguarantee.gov.ph (Purple)	₱ 450.00	₱ 73,350.00
			*Please see attached summary of polo shirt sizes and mocked-up design		
			Total		₱ 73,350.00

### II. Scope of Work/Delivery Term

To supply and deliver Customized Polo Shirt with sizes based on the attached summary of polo shirt sizes to Philippine Guarantee Corporation at Jade building, 335 Sen. Gil Puyat Avenue, Makati City within **five (5) working days from receipt of Purchase Order.**

### III. Payment Term

Thirty (30) days upon complete delivery of products/items

### IV. Approved Budget

The approved budget is **Seventy-Three Thousand Three Hundred Fifty Pesos (₱73,350.00)**, inclusive of applicable taxes.



**NEMIA C. MABULAY**  
Chairperson  
GFPS- TWG

GAD 2021 National Women's  
Month Celebration  
Polo Shirt



**PRINT SIZE**

Polo Shirt Color: **Two-Tone (Purple and White)**

Texture Type: **Cotton**

Front Design: **3 width x 2.5 inches height**

Design Color: **White**

Back Design: **1/3 inch for PHILGUARANTEE (Purple)**

**1/4 inch for [www.philguarantee.gov.ph](http://www.philguarantee.gov.ph) (Purple)**



SUMMARY OF  
POLO SHIRT  
SIZES

Polo Shirt Sizes	18	20	S	M	L	XL	2XL	3XL	4XL	Total
HGC	8	7	11	29	20	11	5	3	0	
PhilEXIM		2	14	27	9	10	6		1	
Total	8	9	25	56	29	21	11	3	1	163