

TERMS OF REFERENCE

Procurement of Vitamin C with Zinc

I. REQUIREMENTS:

1. The procurement of one-year supply of Sodium Ascorbate/ Vitamin C with Zinc shall have the following details:

Quantity	Description
76,285 pieces (1 pc. x 365 days x 209 pax)	Sodium Ascorbate/ Vitamin C with Zinc with expiry date of at least 2 years upon delivery

2. Delivery shall be made within Twenty (20) calendar days upon receipt of Purchase Order.
3. Payment shall be made thirty (30) days upon receipt of Statement of Account.

II. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract is Five Hundred Three Thousand Four Hundred Eighty-One Pesos (₱503,481.00), inclusive of all applicable taxes.



ATTY. RONCES ANNE S. REYES-DE LELON
Officer-in-Charge
HRODD