



**PRODUCTION/PRINTING OF ONE THOUSAND (1000) PIECES
OF MARKETING FOLDER**

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TERMS OF SPECIFICATION

I. OBJECTIVE

To select the supplier with the lowest calculated and responsive quotation for the production/printing of One Thousand (1000) pieces of **Marketing Folder** using the Small Value Procurement method pursuant to R. A. 9184.

II. SPECIFICATIONS - MARKETING FOLDER WITH POCKET

Size: 18" x 15.3" Spread Size, 12" x 9" Folded Size

Stock: C2S 300 gsm

Color: Full Color

Process: Offset Printing (both sides)

Other: Die cutting, pasting, glossy and matt lamination, and spot UV

III. DOCUMENTARY REQUIREMENTS

Interested suppliers must submit all the documentary requirements under the Small Value Procurement method pursuant to R. A. 9184.

IV. DELIVERY

Delivery shall be within **30 Calendar Days** after the approval of the prototype. Failure by the winning supplier to deliver within its proposed period shall be subject to the penalties provided for in R.A. 9184.

V. TERMS OF PAYMENT

- a. Payment shall be made **15 Calendar Days** after the issuance of the Inspection and Acceptance Report by the PHILGUARANTEE.
- b. No advance payment nor partial payment shall be made.

VI. APPROVED BUDGET

The approved budget for the contract is **₱ 80,000.00** inclusive of all applicable taxes.


MILAGROS M. BAET

Head, Corporate Communications Department