

## TERMS OF REFERENCE

### PROCUREMENT OF SUPPLIER FOR SHIRTS, ALCOHOL SPRAY BOTTLES, FACE MASKS FOR THE 18-DAY CAMPAIGN FOR THE ELIMINATION OF VIOLENCE AGAINST WOMEN AND CHILDREN

#### I. Objective:

To procure a supplier for shirts, alcohol spray bottles, and face masks for the 18-Day Campaign for the Elimination of Violence against Women and Children.

#### II. Specifications:

##### a. POLO SHIRT (see attached design)

- Cloth: Cotton
- Printing Style: Digital Silkscreen
- Quantity: 385 pcs.

##### b. ALCOHOL SPRAY BOTTLE (see attached design)

- Size: 4 inches x 2.28 inches
- Material: Transparent Plastic with Sprayer and PVC Side Protection
- Print Type: Transparent Stickers
- Inclusions:
  - a. Bottle
  - b. Orange Silicone Casing
  - c. Orange Carabiner Hook
- Quantity: 385 pcs.

##### c. FACEMASK (see attached design)

- Design Print Size: 3 inches by 2 inches
- Fabric: Water-repellant fabric
- Filter: Non-woven, waterproof
- Inner Fabric: breathable and non-irritating
- With ear loop
- With pocket insert for additional filter
- Quantity: 385 pcs

#### III. Approved Budget for Contract

The approved budget for contract is **Two Hundred Fifty Six Thousand Twenty Five Pesos (PHP 256,025.00)**, inclusive of all applicable taxes.

#### IV. Payment Terms

Payment shall be completed fifteen (15) calendar days after complete delivery.

**V. Delivery Terms**

Delivery shall be made thirty (30) calendar days after receipt of notice to proceed.



**ATTY. RONCES ANNE S. REYES-DE LEON**  
Chairperson, GFPS-Technical Working Group