



PHILGUARANTEE

Philippine Guarantee Corporation

TERMS OF REFERENCE

Supply and Delivery of Corporate Giveaways

I. REQUIREMENTS

1. The supplier shall provide the following:

LOT 1:

Package 1 – Supply and delivery of individually packed food items.
Each pack shall contain the following:

| ITEM DESCRIPTIONS | (At least) | Minimum Quantity |
|--|------------|---------------------------|
| Spaghetti | 900g | 1 |
| Spaghetti Sauce | 1kg | 1 |
| Macaroni Pasta | 400g | 1 |
| Fruit Cocktail | 836g | 1 |
| Mayonnaise | 470ml | 1 |
| Raisins | 100g | 1 |
| Coffee | 28g x 30's | 1 |
| Powdered Dark Chocolate Drink | 31g x 8's | 1 |
| All Purpose Cream | 250ml | 1 |
| Condensed Milk | 300ml | 1 |
| Fruit Juice | 1L | 1 |
| Chocolate chip cookies | 200g | 1 |
| Milk Chocolate Bar | 160g | 1 |
| Corned Beef | 260g | 1 |
| Cooking Oil | 1L | 1 |
| Potato Chips | 107g | 1 |
| Spanish Sardines | 240g | 1 |
| Polvoron | 12's | 1 |
| Chocolate Mallows | 100g | 1 |
| Cheese | 165g | 1 |
| Queso De Bola | 350g | 1 |
| Christmas Ham | 1kg | 1 |
| Sako bag/Eco bag | | 1 |
| Total Cost @ max of P 3,000.00 / pack | | P 660,000.00 (Max) |

LOT 2:

Package 2 – Supply and delivery of individually packed food items.
Each pack shall contain the following:

| ITEM DESCRIPTIONS | (At least) | Minimum Quantity |
|---------------------------------------|------------|---------------------|
| Spaghetti Party Package | 900g/1kg | 1 |
| Macaroni Pasta | 400g | 1 |
| Fruit Cocktail | 836g | 1 |
| Powdered Dark Chocolate Drink | 31g x 8's | 1 |
| All Purpose Cream | 250ml | 1 |
| Condensed Milk | 300ml | 1 |
| Cheese | 165g | 1 |
| Corned Beef | 260g | 1 |
| Potato Chips | 107g | 1 |
| Fruit Juice | 1L | 1 |
| Chocolate Chip Cookies | 200g | 1 |
| Mayonnaise | 220ml | 1 |
| Queso De Bola | 350g | 1 |
| Christmas Ham | 1kg | 1 |
| Cooking Oil | 500ml | 1 |
| Sako bag/Eco bag | | 1 |
| Total Cost @ P 2,000.00 / pack | | P 338,000.00 |

- The prospective supplier may submit proposal/s for any or both lots.
- Delivery of packages shall start 14 calendar days from receipt of Notice to Proceed at the following locations.

| Delivery Address | No. of Packs | | Total |
|---|--------------|------------|------------|
| | Package 1 | Package 2 | |
| Philippine Guarantee Corporation Jade Bldg. No. 335 Sen. Gil Puyat Ave., Makati City | 220 | 169 | 389 |

II. RESERVATION

PHILGUARANTEE reserves the right to reject, return and accept replacement/s (of at least equal value) for any item should the same be defective, incomplete or non-compliant with the herein indicated specifications.

III. MODE OF PAYMENT

Payment shall be in the form of check to be given upon delivery of the items.

III. OTHER REQUIREMENTS

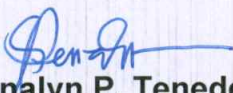
1. The number of packs to be procured may decrease on the actual confirmation at the time of signing of the contract.
2. PHILGUARANTEE gives preference to products of micro, small and medium enterprises and local producers/manufacturers. However, the rules on lowest calculated bids as required under RA 9184 shall prevail.

IV. APPROVED BUDGET FOR THE CONTRACT


The approved budget for the contract is Nine Hundred Ninety-Eight Thousand Pesos (P 998,000.00) inclusive of all applicable taxes, broken down as follows:

| | No. of Packs | Cost | |
|--------------|--------------|-----------|--------------------|
| | | Per Pack | Total |
| Package 1 | 220 | ₱3,000.00 | ₱660,000.00 |
| Package 2 | 169 | ₱2,000.00 | ₱338,000.00 |
| Total | 389 | | ₱998,000.00 |

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