



Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE

Tanggapan ng Manananggol Pambayan
Kagawaran ng Katarungan
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**INK TONERS FOR PUBLIC ATTORNEY'S OFFICE FOR FY 2022
(PURCHASE REQUEST NO. 641-07-2022)**

(Through Public Bidding Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

1. Approved Budget for the Contract

The bidder shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **FIVE MILLION TWO HUNDRED EIGHTY-FOUR THOUSAND PESOS (Php 5,284,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

HP 147Y EXTRA HIGH YIELD BLACK CARTRIDGE		
APPROVED BUDGET FOR THE CONTRACT (Php 5,284,000.00)		
Staggered Delivery		
Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
No. Of pcs.	PRODUCT	DELIVERY SCHEDULE <small>(After issuance of Notice to Proceed)</small>
200 Pcs.	<ul style="list-style-type: none">• HP 147Y Black Laser Jet Toner suitable, fit and compatible for use with HP PRINTERS (HP Laser Jet Enterprise MFP M635h)• Ink color: Black• Original, new, not remanufactured, not refill• Extra high yield up to 42,000 pages per ink bottle• Strong infiltration capacity, no pore lines, no diffuse, no fade when it is wet on the printed. Excellent fastness rate, printed graphics context will be kept for long time.• Low corrosion and long lifespan	(100 bottles) 15 days (100 bottles) 30 days *For strict compliance. Subject to the rules on Liquidated damages

TECHNICAL WORKING GROUP:

Head:

ALMA E. DUMAGO – LATOSA
Director II
Financial Planning and Management Service

Members:

THOR ARTHUR B. AVILA
Administrative Officer V
Human Resource Management and Development Division
Administrative Service

MICHAEL M. MENDOZA
Administrative Assistant III
Cash Section
Administrative Service