



REPUBLIKA NG PILIPINAS
PUBLIC ATTORNEY'S OFFICE
TANGGAPAN NG MANANANGGOL NG BAYAN
KAGAWARAN NG KATARUNGAN
DOJ-Agencies Bldg., NIA Rd., cor. East Ave. 1104 Diliman, Quezon City
Telephone Nos. 929-90-10/929-94-36 Fax No. 927-68-10/926-28-78

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**TWO HUNDRED (200) PAO ENGRAVING DRY SEAL
FOR THE USE OF PUBLIC ATTORNEY'S OFFICE FOR FY 2023
(PURCHASE REQUEST NO. 093-01-2023)**

(Through Small Value Procurement 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 **TWO HUNDRED FORTY THOUSAND PESOS ONLY (Php 240,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

	ITEM	Unit	QTY	Mode of Delivery	Delivery Date/s (After issuance of notice to proceed)
1	PAO ENGRAVING DRY SEAL - Standard - Color: Black - Material: Steel	Piece	200	One Time	30calendar days

February 24, 2023

TECHINICAL 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