



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)

**VARIOUS OFFICE FURNITURES AND FIXTURES
FOR THE USE OF PUBLIC ATTORNEY'S OFFICE FOR FY 2023
(PURCHASE REQUEST NO. 107-02-2023)**

(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 **SIX HUNDRED EIGHT THOUSAND FIVE HUNDRED PESOS ONLY (Php 608,500.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

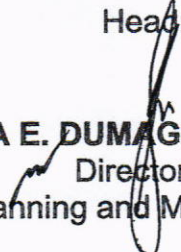
	ITEM	Unit	QTY	Mode of Delivery	Delivery Date/s (After issuance of notice to proceed)
1	Executive Chair <ul style="list-style-type: none">- Standard- High back arm rest- Heavy duty	Piece	55	One Time	15 calendar days
2	Clerical/Swivel Chair <ul style="list-style-type: none">- Standard- Mid back with arm rest- Heavy duty	Piece	15	One Time	15 calendar days
3	Office table small <ul style="list-style-type: none">- Length: 60CM- Width: 120CM- Height: 66CM	Piece	37	One Time	15 calendar days
4	Office table <ul style="list-style-type: none">- Length: 66CM- Width: 122CM- Height: 76CM	Piece	2	One Time	15 calendar days
5	Filing cabinet <ul style="list-style-type: none">- Standard- Vertical- Steel	Piece	15	One Time	15 calendar days

	- 4 drawers				
6	Gorilla rack - Standard - Vertical - Steel - 4 layers	Piece	8	One Time	15 calendar 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