



CALAMBA WATER DISTRICT

Lakeview Subd., Halang, Calamba City
Tel. No. 545-2863; 545-1614; 545-2728; 545-7895
545-1389; 545-7981; Fax No. 545-9752



PROJECT : SUPPLY AND DELIVERY OF GOODS AND FOOD PACKS FOR THE CWD 45TH YEAR ANNIVERSARY
SUBJECT : TERMS AND REFERENCE
DATE : JULY 22, 2021

PURPOSE/OBJECTIVES

The Calamba Water District (CWD) is in need of a local supplier of goods and food packs for its 45th Founding Year Anniversary for the officers and employees to be held at the CWD Main Office Lakeview Subdivision Calamba City, Laguna

- I. Minimum Requirements
 - a.) Must be accredited with the Philippine Government Electronic Procurement System (PhilGEPS).
 - b.) Must have at least 3 years' experience in providing goods and food packs.
 - c.) Preferably the business is within the area of Calamba City, Laguna
 - d.) Must be willing to provide services on send-bill arrangement.

SCOPE OF WORK

To supply and deliver the goods and food for the Calamba Water District 45th Year Anniversary at Lakeview Subdivision Calamba City, Laguna as follows:

A. FOOD FOR THE EMPLOYEES TO BE DELIVERED ON SEPTEMBER 3, 2021

321 pcs lunch packs for the employees to be served by 10:00 am at CWD main office based on preferred reputable restaurant/food chain.

306 pcs Take-out Meal

A stub will be issued to all the 306 employees to be presented upon claiming within a specified date. The bidder will coordinate with the said restaurant/food chain on this arrangement.

B. TOKENS FOR CUSTOMERS

(Delivery date: September 1, 2021)

800 pcs long pole umbrella with CWD logo design (color navy blue)

C. SOUVENIR FOR EMPLOYEES

(Delivery date: September 1, 2021)

306 pcs of heavyduty automatic folding umbrella with the CWD logo design (color navy blue)

D. DRI-FIT POLO SHIRT WITH PRINT

(Delivery date: September 1, 2021)

306 pcs for officers and employees of various sizes (Sizes and design will be provided by CWD)

E. PRINTING OF TARPAULINS

3 pieces size 4 x 6
2 pieces size 3 x 5

F. PHOTO BOOTH WITH SOUVENIR PHOTO

Unlimited shot souvenir photo (soft copy) to be provided to CWD
350 pcs 4R size souvenir photo with border design

G. BUDGET

The total working budget is **SIX HUNDRED NINETY-EIGHT THOUSAND EIGHT HUNDRED SEVENTY PESOS (P 698,870.00)**, only and should cover all requirement enumerated above.

Prepared by:


NAPOLEON RODRIGUEZ JR.
TWG -Committee Member

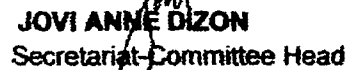

ENGR. VERGEL DAVID
TWG - Committee Member


ENGR. JONATHAN DAVE FAJARDA
TWG-Committee Head

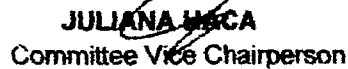
in house

MARIBETH GRATELA
TWG-Committee Member

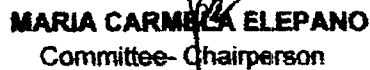

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