

TECHNICAL SPECIFICATIONS

PROVISION, SUPPLY AND DELIVERY OF PLAQUE FOR LOYALTY AWARDEES AND ACRYLIC CERTIFICATIONS FOR PRAISE AWARDEES

Indicative Delivery Date: 29 September – 3 October, 2023

I. BACKGROUND:

Pursuant to CSC MC No. 06, s. 2022 and CSC-Approved TPB PRAISE, loyalty incentive is granted to an employee who has served the government continuously and satisfactorily for at least ten (10) years in one or more government agencies without any gap.

It has been the practice, as well, to grant PRAISE awards to exceptional service / achievements, in coincide with the celebration of the Civil Service Month.

II. OBJECTIVES

To provide plaque of recognition of those loyalty milestone service through PRAISE awards in order to inspire public service and uphold public interest among TPB officials and employees.

To provide certifications for the specific category PRAISE awardees for due acknowledgement of their exceptional service / achievements in order to inspire public service and uphold public interest among TPB officials and employees

III. SCOPE OF WORK AND SERVICES

- Provision of plaques for the eleven (11) loyalty awardees in the amount of Two Thousand Five Hundred Pesos Only (PhP 2,500.00) each, total of Twenty Seven Thousand Five Hundred Pesos (PhP 27,500.00)
- Provision of acrylic certifications for the twenty (20) PRAISE awardees in the amount of One Thousand Pesos Only (PhP 1,000.00) each, total of Twenty Thousand Pesos (PhP 20,000.00)

IV. PROJECT IMPLEMENTATION SCHEDULE

Date: 29 September – 3 October, 2023

To be awarded on the TPBP Event Date – 9 October 2023

V. SPECIAL/ADDITIONAL REQUIREMENTS

- None

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

FORTY SEVEN THOUSAND FIVE HUNDRED PESOS ONLY (PhP 47,500.00) inclusive of all applicable taxes and fees.

VII. TERMS OF PAYMENT

Payment will be on a send-bill arrangement, thirty (30) days upon receipt of Statement of Account/Billing. Supplier is encouraged to have a Landbank account. Payment will be made through LBP bank deposit. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier.

VIII. CONTRACT DURATION

One-time engagement and shall commence from the issuance of Notice to Proceed (NTP) until full and complete delivery of requirements

IX. PROJECT OFFICER'S CONTACT INFORMATION

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