



Republic of the Philippines  
Department of Agriculture  
**BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)**  
Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City  
Tel Nos. (02) 8351-8120, 8294-9741  
E-mail: [bafe@da.gov.ph](mailto:bafe@da.gov.ph)

## TERMS OF REFERENCE

### TITLE:

PRINTING OF VARIOUS TECHNICAL BULLETINS OF THE BAFE - ENGINEERING PLANS, DESIGNS AND SPECIFICATIONS DIVISION (BAFE-EPDSD)

### APPROVED BUDGET FOR THE CONTRACT (ABC):

The Approved Budget for the Contract is Eighty-Seven Thousand Pesos Only (Php 87,000.00) inclusive of all applicable charges and taxes.

### REPORTING RESPONSIBILITIES:

The Bureau of Agricultural and Fisheries Engineering (BAFE) of the Department of Agriculture shall acquire the services of a firm that will carry out the printing of the various technical bulletins of EPDSD.

### OTHER TERMS AND CONDITIONS:

1. The electronic copy of various technical bulletins will be provided by BAFE-EPDSD to the supplier thru email using [epdsdprocurement.bafe@gmail.com](mailto:epdsdprocurement.bafe@gmail.com)
2. The supplier shall submit one printed copy of the initial draft of each technical bulletin to the BAFE-EPDSD within five (5) working days after receipt of the electronic copy.
3. The BAFE shall conduct review, and submit the comments to the supplier within three (3) working days after receipt of the sample printed copy.
4. The supplier will be given 5 working days to revise and finalize and resubmit the sample *hard copy of each of the technical bulletin blueprints based on the comments/suggestions* provided by the end-user.
5. The BAFE shall again conduct review and submit final comments to the supplier within 3 working days upon receipt of the revised printed copy. The supplier shall submit back the final printed copy within 3 working days after receipt of the final comments from BAFE;
6. The BAFE-approved final printed copy will be the one to be mass-produced by the supplier;
7. Delivery period is within thirty (30) calendar days upon the approval of the final sample;
8. Freight-on-Board (FOB) Destination. The supplier shall shoulder the delivery expense to the drop-off point; and
9. Drop-off point is at the BAFE Office, Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City.

Prepared by:

**ENGR. MARK LESTER L. NATIVIDAD**  
Procurement Coordinator, EPDSD

Approved by:

**ENGR. NOEM L. CARPIO**  
Chief, EPDSD



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## TERMS OF REFERENCE

### TITLE:

PRINTING AND PRODUCTION OF THE LOCAL GOVERNMENT UNIT GUIDEBOOK TO THE CREATION AND ESTABLISHMENT OF AGRICULTURAL AND BIOSYSTEMS ENGINEERING UNIT

### REPORTING RESPONSIBILITIES:

The Bureau of Agricultural and Fisheries Engineering (BAFE) of the Department of Agriculture shall acquire the services of a firm that will carry out the printing and production of the "Local Government Unit Guidebook to the Creation and Establishment of Agricultural and Biosystems Engineering (ABE) Unit."

### OTHER TERMS AND CONDITIONS:

1. The electronic copy of the LGU Guidebook will be provided by BAFE to the supplier thru email using [ppmd.procurement@gmail.com](mailto:ppmd.procurement@gmail.com);
2. The supplier shall submit one printed copy of the initial draft of each technical bulletin to the BAFE-PPMD within five (5) working days after receipt of the electronic copy;
3. The BAFE shall conduct review, and submit the comments to the supplier within three (3) working days after receipt of the sample printed copy;
4. The supplier will be given 5 working days to revise and finalize and resubmit the sample hard copy of each of the technical bulletin blueprints based on the comments/suggestions provided by the end-user;
5. The BAFE shall again conduct review and submit final comments to the supplier within 3 working days upon receipt of the revised printed copy. The supplier shall submit back the final printed copy within 3 working days after receipt of the final comments from BAFE;
6. The BAFE-approved final printed copy will be the one to be mass-produced by the supplier;
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For strict compliance.



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## TERMS OF REFERENCE

### TITLE:

PRINTING AND PRODUCTION OF THE STICKERS FOR THE NATIONWIDE AGRICULTURAL MACHINERY INVENTORY

### APPROVED BUDGET FOR THE CONTRACT (ABC):

The Approved Budget for the Contract is Four Hundred Twenty-Three Thousand Six Hundred Pesos (PhP 423,600.00) inclusive of all applicable charges and taxes.

### TECHNICAL SPECIFICATIONS:

- Grey-backing vinyl sticker
- Water-resistant
- For Outdoor
- Back Adhesive
- Stronghold
- Dimension of sticker: 8 cm x 11 cm ( $\pm 0.1$  cm)
- Cut as per dimension
- Sample design attached

### TERMS AND CONDITIONS:

1. The electronic copy of the design of sticker will be provided by BAFE to the supplier thru email using [ppmd.procurement@gmail.com](mailto:ppmd.procurement@gmail.com);
2. The supplier shall submit one printed copy of the initial draft of each technical bulletin to the BAFE-PPMD within five (5) working days after receipt of the electronic copy;
3. The BAFE shall conduct review, and submit the comments to the supplier within three (3) working days after receipt of the sample printed copy;
4. The supplier will be given 5 working days to revise and finalize and resubmit the sample hard copy of each of the technical bulletin blueprints based on the comments/suggestions provided by the end-user.;
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with prosperous farmers and fisherfolk*





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## TERMS OF REFERENCE

**TITLE:**

PRINTING AND PRODUCTION OF THE NATIONAL AND INTEGRATED LUZON FARM-TO-MARKET ROAD NETWORK PLAN (FMRNP)

**APPROVED BUDGET FOR THE CONTRACT (ABC):**

The Approved Budget for the Contract is inclusive of all applicable charges and taxes.

**TECHNICAL SPECIFICATIONS:**

Category	National FMRNP	Integrated Luzon FMRNP
<b>No. of Pages:</b>	Cover page: 1 (Front and Back) Inside pages: 128	Cover page: 1 (Front and Back) Inside pages: 188
<b>General Specifications:</b>	<p><b>Paper Size and orientation:</b>            *Portrait (A4)            *297 mm (H) x 210 mm (W) – when folded            *297 mm (H) x 420 mm (W) – when spread</p> <p><b>Color:</b>            *Cover page (front and back): full color            *Inside pages: full color</p> <p><b>Paper stock:</b>            Cover and back page – C2S 220 lbs            Inside pages – C2S 70 lbs</p> <p><b>Binding:</b>            *Perfect binding</p> <p><b>Other requirements:</b>            *Inside Pages: Back-to-back printed copies            *Inclusive of all applicable taxes and/or charges such as but not limited to delivery fee, and cost of printing sample blueprints</p>	

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## TERMS AND CONDITIONS:

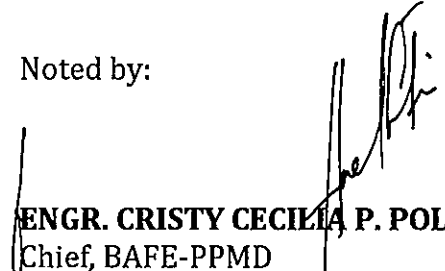
1. The electronic copy of the National FMRNP and Integrated Luzon FMRNP will be provided by BAFE to the supplier thru email using [ppmd.procurement@gmail.com](mailto:ppmd.procurement@gmail.com);
2. The supplier shall submit one printed copy of the initial draft of each technical bulletin to the BAFE-PPMD within five (5) working days after receipt of the electronic copy;
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Prepared by:

  
**ENGR. HELAISHA NISSYR. DUMAGUING**  
Procurement Coordinator, BAFE-PPMD

Noted by:

  
**ENGR. CRISTY CECILIA P. POLIDO**  
Chief, BAFE-PPMD

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