

TERMS OF REFERENCE

NAME OF PROJECT	DESCRIPTION	AMOUNT ABC: Php 200,000	STATEMENT OF COMPLIANCE
<p align="center">Printing and Binding of Protocol Handbook on Entitlements and Ceremonials</p>	Quantity: 200 copies		
	Size: Spread size – 8.25" x 11.75" Pages – 8.25" x 5.875"		
	Paper: Paper 70, C2S 180 Color: Full color, one color Process: Offset Binding: Perfect Binding Lamination: Matt Cover		
	Process: Computer to Plate (CTP) printing with plastic lamination, folding, scoring, smyth sewing and perfect binding		
	No. of pages: Inside pages: 123 Cover pages: 4		
	Printing of at least one (1) mock-up before submission of final draft before printing		
	Delivery: Ten days after the approval of final proofs		
	Mode of Payment: Send Bill		

Conforme:

Signature over printed name

Contact No:
Email Address:
Business Permit No.
Tax Identification No.

