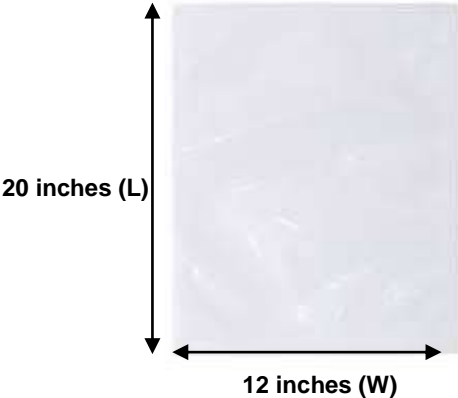



Annex “C”

TERMS OF REFERENCE

A. Components Specifications

ITEMS	SPECIFICATIONS	
Rice	Type	Rice Bag for 6 Kilos with DSWD Logo
	Unit of Measurement	Pieces
	Packaging	<ul style="list-style-type: none"> • Type: Rice Bag • Materials: Low-Density Polyethylene • Color: Transparent • Size: 20 inches(L)x 12 inches(W) (+/-5% variance) • Seaming: Bottom Sealed 10mm (+/- 2% variance) • Thickness: 100 microns (+/-5% variance) • 500 Pieces per pack
	DSWD Logo	Please see the attached approved design.
Illustration:		
 <p style="text-align: center;">20 inches (L)</p> <p style="text-align: center;">12 inches (W)</p>		
Markings on Rice Bags.		
 <p style="text-align: center;">9" L</p> <p style="text-align: center;">2.554" H</p> <p>3 cm</p> <p>3 cm</p> <p>3 cm</p> <p>Single line Spacing</p> <p style="text-align: center;">15 cm</p> <p style="text-align: center;">10 cm</p>		
<p>Note: DSWD Logos used in the rice bags are on separate pages.</p>		

Product Packaging

Type	Regular Slotted Carton (RSC)
Unit of Measurement	Piece
Dimension	395mm L x 295mm W x 130mm H (+/- 5% variance)
Thickness	7mm (+/- 10% variance)
Flute	B and C
Walling	Double
Scoring	Double
Flap	5mm (+/-10% variance)
Wax	Waxed Inside and unwaxed outside
Markings	Must include DSWD markings

Illustrations:

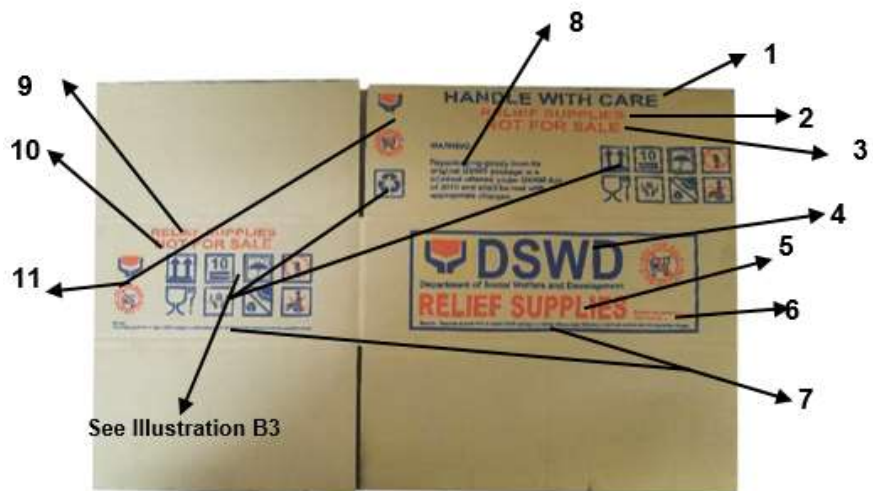
A. RSC DIMENSION



Note: Please refer to the sizes indicated in illustration A. The attached design of the slotted carton is indicated on a separate page.

A. PRINTS AND MARKINGS

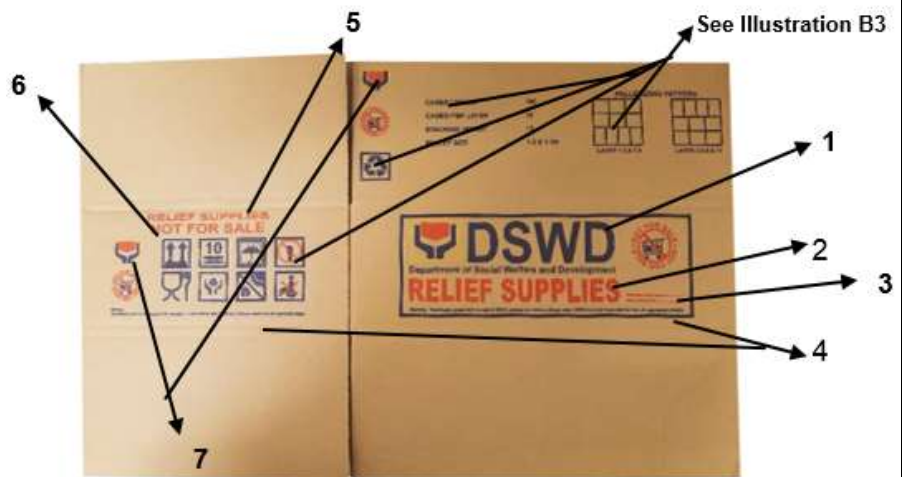
B1. Front and Side Views



Note: Please refer to the numbering for the print details only. The attached design of the slotted carton is indicated on a separate page.

FRONT AND SIDE VIEWS DETAILS		
	PRINT/SYMBOLS	PRINT/SYMBOLS DETAILS
1	HANDLE WITH CARE	Size: 22 cm L x 1.5 cm H (+/-5% Variance) Color: Blue
2	RELIEF SUPPLIES (at Flaps)	Size: 16 cm L x 1.3 cm H (+/-5% Variance) Color: Red
3	NOT FOR SALE (at Flaps)	Size: 15 cm L x 1.5 cm H (+/-5% Variance) Color: Red
4	DSWD LOGO	Size: 20.5 L x 5.5 cm H (+/-5% Variance) Color: Red, Yellow, and Blue (Please See attached Logo)
5	RELIEF SUPPLIES (at front view)	Size: 20.7 cm L x 2.5 cm H (+/-5% Variance) Color: Red
6	Expiration Date and Batch Control No.	Size/Print Area: 5 cm L x 1 cm H (+/-5% Variance) Color: Red
7	Warning: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with appropriate charges (at the front and side views)	Size/Print Area: 27 cm L x 0.5 cm H (+/-5% Variance), Single Line Color: Blue
8	Warning: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with appropriate charges (at the flap)	Size/Print Area: 14 cm L x 6 cm H (+/-5% Variance), Single Spacing Color: Blue
9	RELIEF SUPPLIES (at the sides)	Size: 13 cm L x 1 cm H (+/-5% Variance) Color: Blue
10	NOT FOR SALE (at the sides)	Size: 13 cm L x 1 cm H (+/-5% Variance) Color: Blue
11	DSWD Logo, Not for Sale Symbol (at the flap and sides)	Size: 3 cm x 3 cm, color as shown.
B3	(Symbols on Proper Handling of Product)	See Illustration B3 for symbols (International Symbols on Proper Handling of Product) located at front and sides, as shown.











B2. Back and Other Side Views



Note: Please refer to the numbering for the print details only. The attached design of the slotted carton is indicated on a separate page.

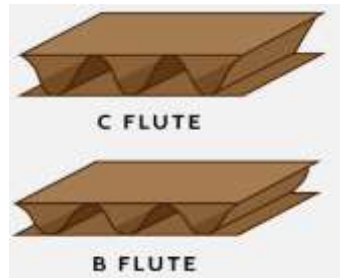
BACK AND SIDE VIEW DETAILS		
	PRINT/SYMBOLS	PRINT/SYMBOL SIZE
1	DSWD LOGO	Size: 20.5 L x 5.5 cm H (+/-5% Variance) Color: Red, Yellow and Blue
2	RELIEF SUPPLIES	Size: 20.7 cm L x 2.5 cm H (+/-5% Variance) Color: Red
3	Expiration Date and Batch Control No.	Size/Print Area: 5 cm L x 1 cm H (+/-5% Variance) Color: Red
4	Warning: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with appropriate charges.	Size/Print Area: 27 cm L x 0.5 cm H (+/-5% Variance), Single Line
5	RELIEF SUPPLIES at the side	13 cm L x 1 cm H (+/-5% Variance)
6	NOT FOR SALE	13 cm L x 1 cm H (+/-5% Variance)
7	DSWD Logo and Not for Sale Symbol at the flap and side	Size: 3 cm x 3 cm, color as shown.
B3	(Symbols on Proper Handling of Product)	See <i>Illustration B3</i> for symbols (International Symbols on Proper Handling of Product) located at front and side, as shown.

B3. INTERNATIONAL SYMBOLS ON PROPER HANDLING OF PRODUCT (Located at flap and side as, shown)

**International Symbols on Proper Handling of Products					
	Keep dry	3 cm x 3 cm		Protect from heat	3 cm x 3 cm
	Maximum stacking height	3 cm x 3 cm		Handle with care	3 cm x 3 cm
	This side up	3 cm x 3 cm		Food item	3 cm x 3 cm
	Recyclable	3 cm x 3 cm		Stacking pattern	5 cm x 5 cm
	Do not step	3 cm x 3 cm		Do not sit	3 cm x 3 cm
HANDLE WITH CARE		2 cm x 2cm per letter	CASES / PALLET CASES / LAYER STACKING HEIGHT PALLET SIZE		1 cm x 0.8 cm per letter

SPECIFICATION ILLUSTRATION

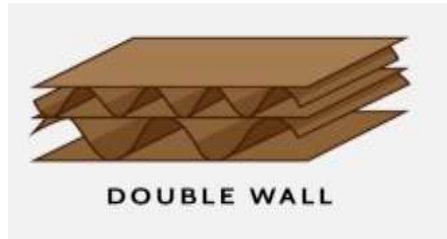
1. Flute B and C



*B Flute Cardboard (Type B)-cardboard has excellent crush and puncture resistance and is a great printing surface. This cardboard is commonly used for inner packaging components such as pads and partitions

*C Flute Cardboard (Type C) - cardboard makes a good printing surface. It also has compression properties and offers crush resistance. It is most commonly used for shipping boxes and to secure glass, furniture, food, etc.

2. Double Walling



***Double wall board has two layers of corrugated fluting and three liners, making it extremely durable.**

3. **Score or Score line Impression or crease in corrugated or solid fiberboard, made to position and facilitate folds**
4. **Flaps-Extension of the side wall panels that, when sealed, close the remaining openings of a box. Usually defined by one score line and three edges.**



Packaging Tape	Type	Packaging Tape
	Unit of Measurement	Roll
	Width	48 mm (-/+ 5% variance)
	Length	100 m (-/+ 5% variance)
	Thickness	50 microns (-/+ 2% variance)
	Core Inside Diameter	76 mm (-/+ 2% variance)
	Color	Transparent
QUALITY STANDARDS	ITEMS	QUALITY REQUIREMENTS
	RICE	<p>A. Physical Properties</p> <p>Rice shall undergo inspection/approval from the end-user to ensure that the following are met:</p> <ul style="list-style-type: none"> • Must be white in color, medium grain, and regular to well-milled with approximately 75% whole grain and 25% broken rice. • Shall be free from objectionable and foreign odors, live insects, pests, and other contaminants. • End-users may have the option to subject rice to cooking and taste tests to verify sensory properties. <p>B. Vacuum Packing</p> <ul style="list-style-type: none"> • Pre-packed rice shall undergo at least 12 hours of observations by the supplier prior to production/boxing to ensure the quality of vacuum sealing. Loosely packed rice shall be corrected before inclusion in the production/boxing process. • Pre-packed rice may come in 6 kilos or 3 kilos • Vacuum-packed rice should not loosen within 45 days from delivery. Should this happen supplier shall be informed immediately for replacement.
	CANNED GOODS	<ol style="list-style-type: none"> 1. Not Dented, Not Rusty and Not Spoiled 2. Unlabeled tin can is not acceptable 3. Compliance with the items specifications 4. Shall be subject to the approval of the DSWD FO1 before production.
	COFFEE AND POWDERED CEREAL DRINK	<ol style="list-style-type: none"> 1. Not Hardened 2. Compliance with the items specifications 3. Shall be subject to the approval of the DSWD FO1 before production.
	PACKAGING MATERIALS	<ol style="list-style-type: none"> 1. Not Deformed 2. Compliance with the items specifications should withstand a minimum of 10 layer stacking height of FFP (components). 3. Shall be subject to the approval of the DSWD FO1 before production.

<p>GENERAL CONDITIONS</p>	<ol style="list-style-type: none"> 1. Food Packs shall be delivered containing the components as follows: <ul style="list-style-type: none"> • 6 kilos of Vacuum-Pack Rice or equivalent (2 packs of 3 kilos of Vacuum Pack Rice) • 4 tins of Canned Corned Beef • 4 tins of Canned Tuna • 2 tins of Canned Sardines • 5 sachets of 3 in 1 Coffee • 5 sachets of Powdered Cereal Drink 2. Supplier must provide a sample Family Food Pack Box with printed logos of DSWD for proofreading and approval of the DSWD FO1 before mass production. 3. Representative/s from the DSWD Field Office 1 Inspection Committee shall be present during the repacking to conduct random inspections and ensure that the items are within acceptable quality standards. 4. The supplier should ensure the provision of Family Food Packs upon receipt of a request from the end-user/procurement officer on the agreed schedule of delivery. 5. Delivery site shall be at the DSWD-Field Office 1 Regional Warehouse, Barangay Biday, City of San Fernando, La Union, or in any DSWD FO1 designated delivery place within Region 1. 6. Supplier shall shoulder the cost of repacking and delivery at the designated area as identified by DSWD FO1. 7. Delivery Receipt (DR) must be duly signed/received by the authorized representative of the DSWD FO1 and the original copy of the said receipt must be provided to the DSWD FO1 upon delivery. 8. The DSWD FO1 Inspection Committee shall inspect the products upon delivery to any DSWD FO1 designated delivery places. DSWD FO1 reserves the right to inspect or test the goods and accept or reject any or all the items delivered not in accordance with the specifications indicated in the Purchase Order and based on the DSWD FO1 quality standards. A random sampling of one (1) FFP from every 200 FFPs will be inspected to ensure the quality of delivered goods. 9. Any items found to be damaged/spoiled or expired within 6 months after the delivery of the FFPs must be replaced by the supplier 30 days after reporting to the supplier. 10. If there are updates on the branding guidelines within the contract period, the supplier must agree on the changes of the printing and design based on the approved amendments.
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