

**SUPPLY AND DELIVERY OF  
CUSTOMIZED COSTUME FOR PARAY  
FESTIVAL 2017 STREET DANCING  
COMPETITION**

# PURCHASE REQUEST

Republic of the Philippines  
**BIDS AND AWARDS COMMITTEE**  
Municipality of Irosin

Reference Number: BAC-0076-2017

August 14, 2017

## REQUEST FOR QUOTATION

The Local Government Unit of Irosin, through its Bids & Awards Committee (BAC), requests suppliers/manufacturers/distributors/contractors to submit price quotations for the hereunder project:

Name of Project : **SUPPLY & DELIVERY OF CUSTOMIZED COSTUME.** \

Brief Description : **200 set Customized Costume:Head dress (beaded,plain cloth)/Dress (beaded tight and leotards with belt and rap around accent and native edge)/Native slippers**

Approved Budget for the Contract : **Php 100,000.00** \

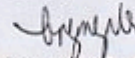
Delivery Period : **7 calendar days** \

Contract Duration : **one (1) month** \

Source of Fund : **General Fund (Tourism)** \


For particulars, please contact the Bids & Awards Committee through its Chairman, Noel D. Mercado II or call telephone number (056) 557-3043.

Prepared by:



**MARIA RACHEL P. GONZALES**  
Head, BAC Secretariat

Approved by:



**NOEL D. MERCADO II**  
BAC Chairman

Standard Form Number: SF-GOOD-49  
Revised on: May 24, 2004

Republic of the Philippines  
Local Government Unit of Irosin  
Municipal Compound, San Julian, Irosin, Sorsogon  
Telefax: (056) 557-3043  
[www.irosin.gov.ph](http://www.irosin.gov.ph)  
[info@irosin.gov.ph](mailto:info@irosin.gov.ph)

**Notice of Award**

August 29, 2017

**JENNIMEL U. ESPELETA**  
SJ ENTERPRISES – Prop.  
San Pedro, Irosin, Sorsogon

Mam:

We are happy to notify you that the contract for the **Supply & Delivery of Customized Costume for Paray Festival 2017 Street Dancing Competition** is awarded to you in the Contract Price equivalent to **Ninety Nine Thousand Pesos (99,000.00)**.

Very truly yours,

**ALFREDO J. CIELO, JR.**  
Municipal Mayor

Conforme:

Date:           7-12-17          

The Head of the Procuring Entity, through the Procurement Office/Unit, immediately upon approval of the recommendation for award, shall issue the Notice of Award to the bidder with the LCRB.

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Municipal Compound, San Julian, Irosin, Sorsogon  
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[www.irosin.gov.ph](http://www.irosin.gov.ph)  
[bac@irosin.gov.ph](mailto:bac@irosin.gov.ph)

**NOTICE TO PROCEED**

August 31, 2017

**JENNIMEL U. ESPELETA**  
SJ ENTERPRISES – Prop.  
San Pedro, Irosin, Sorsogon

Sir/Madam:

The attached Contract Agreement having been approved, notice is hereby given to **SJ Enterprises** that work may commence on the **Supply & Delivery of Customized Costume for Paray Festival 2017 Street Dancing Competition** effective on **September 7, 2017**.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Local Government Unit of Irosin.

Very truly yours,

**HON. ALFREDO J. CIELO, JR.**  
Local Chief Executive

I acknowledge receipt of this Notice on 9/12/17  
Name of the Representative of the Bidder: \_\_\_\_\_  
Authorized Signature: [Signature]

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within seven(7) calendar days from the date of the approval of the contract.

# PURCHASE ORDER

LGU - IROSIN, SORSOGON  
LGU

Supplier : 5J ENTERPRISES

Address : Irosin, Sorsogon

P.O. No. 327

Date 8/30/2017

Mode of Procurement: Small Value Proc.

PR No./s 698

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contain herein

Place of Delivery: LGU - Irosin

Date of Delivery 9/7/17

Delivery Term: 7 days

Payment Term: COD

| Item No. | Unit | Quantity | Description   | Unit Cost | Amount    |
|----------|------|----------|---|-----------|-----------|
|          | 200  | SET      | CUSTOMIZED COSTUME <ul style="list-style-type: none"><li>• Headdress: beaded plain cloth</li><li>• Dress: beaded tight and leotards with belt and rap around accent and native edge</li><li>• Native slippers</li></ul> | 495.00    | 99,000.00 |
|          |      |          |   |           | 99,000.00 |



(Total Amount in Words) NINETY NINE THOUSAND PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one percent for every day of delay shall be imposed.

Conformed:

Very Truly yours,

(Signature over printed name)

[Signature]  
(Date)

**ADONIS E. TORTES**  
Municipal Treasurer

Approved By:

[Signature]  
**HON. ALFREDO J. CIELO JR.**  
Municipal Mayor

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished).

Approved per Sanggunian Res. No. \_\_\_\_\_

Certified Correct: \_\_\_\_\_

Date \_\_\_\_\_

Secretary to the Sanggunian