



Procuring Unit	: QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	Project Number	: QCSBCDPO-24-GM-0288
Company Name	: JEST TRADING	Mode of Procurement	: Public Bidding
Address	: 50C Cenacle Drive, Brgy. Culiat, Quezon City	Resolution No.	: 24-PB-621
Business Type	: Sole Proprietorship Registration #3228564	TIN Number	: 424-695-326-00000
		Contact Number	: 0917-593-1203

Sir/Madam:
Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD Central Warehouse **Delivery Schedule :** Thirty (30) Calendar Days
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	<p>SHAMPOO BAR AND SOAP MAKING STARTER SET</p> <ul style="list-style-type: none"> • Sodium Hydroxide micro pearl, 1.5 kg • Cocodiethanolamine 1 kg • Liquid Cerin, Vegetable glycerin/glycerol, 1 kg • Ethylenediaminetetraacetic Acid, 500g • Aloe Vera extract (100% Pure Undiluted)- Cosmetic Grade and Skin Care, 100g • Gugo botanical extract, 100% pure, 100 ml • Goat's milk powder, cosmetic grade, 100g • Color/Dye, oil-based, powder form in secured packaging, 20g per pack (2 colors of 50g per beneficiary) • Fragrance oil, Botanical or floral or powdery scent for bath soap, 100 ml (2 bottles of 100 ml per beneficiary) • Olive oil for cold-process soap, 1 Liter • Premium palm oil for cold-process soap, 1 Liter • Coconut oil, 100% pure, for cold-process soap, 1 Liter (2 bottles of 1 liter per beneficiary) <p>PACKAGING</p> <ul style="list-style-type: none"> • Specialty linen paper, Size: 8.5 x 11", Thickness: 120gsm, 10 sheets per pack (2 packs per beneficiary) • Double-sided tissue tape, Pressure sensitive adhesive, Width: 12 mm x Length: 30 M, big core • Plastic container with tight lid cover, for Sodium Hydroxide storage, 1000 ml capacity <p>TOOLS AND EQUIPMENT</p> <ul style="list-style-type: none"> • Rechargeable and battery operated digital weighing scale, free battery and with charging cable, waterproof, 0.1 Gram to 3-kilogram capacity • Silicone rubber mold, Rectangle thick, 6 cavities in 1 mold, Cavity 	Set	500	9,958.00	4,979,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Angelo Jay O. Cajuan 8/29/24
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 100 - 2024 - 08 - 08180
Approved Budget for the Contract : 5,000,000.00



Procuring Unit	: QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	Project Number	: QCSBCDPO-24-GM-0288
Company Name	: JEST TRADING	Mode of Procurement	: Public Bidding
Address	: 50C Cenacle Drive, Brgy. Culiati, Quezon City	Resolution No.	: 24-PB-621
Business Type	: Sole Proprietorship Registration #3228564	TIN Number	: 424-695-326-00000
		Contact Number	: 0917-593-1203

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	size: 3.1" x 2.2" x 1"; containing 110g per cavity, (3 molds per beneficiary) ✓ •Mini silicone soap mold (hotel size), Premium quality, 16 cavities in 1 mold ✓ •Surgical gloves, thick, strong and durable, Latex-free, 100 pcs per box, Color: White, size: Large ✓ •Safety protective glasses for virus chemistry lab, anti-dust, anti-splash, adjustable ✓ •Customized Apron with SBCDPO logo (Width- 7", Length- 3.5"), with pockets & 2 metal hardware/buckles to adjust neck string, klopman fabric. Size: W-20" x L-30", Color: Dark Blue ✓ •Silicone rubber scraper/spatula with handle, heat resistant up to 500°F, non-stick, flexible ✓ • Long spout funnel pitcher for soap making, large capacity, easy pour container, semi-transparent with embossed markings, thick, heat resistant, Polypropylene material, 1 L capacity ✓ •Plastic measuring cup, semi-transparent, with embossed markings, 4-5 pieces per 1 set, 1 L, 500 ml, 300 ml, and 50 ml ✓ •Glass measuring cup, embossed measurement, Borosilicate glass, 30 ml capacity ✓ •Multi-purpose ice/grain/chemical scooper plastic, thick, durable, with handle, Size: 9 x 2.6 x 1.6" ✓ •Multi-purpose dough scraper/cutter, plastic, approximately 4.5" wide ✓ •Plastic stackable storage container with lid cover and lock, and wheels, 28 L capacity ✓ •Sticker label, colored, glossy, 5 x 7.5", for storage box, and plastic pail ✓ •Sticker label, colored, glossy, water-proof, size: 4.5 cm x 8 cm, for soap packaging, 20 pcs sticker label per beneficiary ✓				

MA. JOSEFINA G. BELMONTE
City Mayor

Angelo Jay O. Cajuan
Signature Over Printed Name of Supplier / Date **8/29/24**

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 5,000,000.00

OBR : 100-2024-08-08180



Republika ng Pilipinas
Lungsod Quezon
PROCUREMENT DEPARTMENT



PO Number **2408015**

Purchase Order Date: **AUG 27 2024**

Procuring Unit	: QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	Project Number	: QCSBCDPO-24-GM-0288
Company Name	: JEST TRADING	Mode of Procurement	: Public Bidding
Address	: 50C Cenacle Drive, Brgy. Culiati, Quezon City	Resolution No.	: 24-PB-621
Business Type	: Sole Proprietorship Registration #3228564	TIN Number	: 424-695-326-00000
		Contact Number	: 0917-593-1203

Sir/Madam:
Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD Central Warehouse Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<ul style="list-style-type: none"> •Plastic pail, round with handle, thick, durable, heat resistant, trans-white, thick, 2.5 gal. capacity •Stirring Rod, polyvinyl chloride, glued with end cap cover, improvised, size: outer dimension – 1" (33.40 mm), H-35 cm 				

Total Amount : 4,979,000.00

Total Amount In Words (Pesos): Four Million Nine Hundred Seventy-Nine Thousand Pesos and 00/100 Only

[Signature]
MA. JOSEFINA G. BELMONTE
City Mayor



[Signature] **Angel Jay A. Cajuan** 8/29/24
Signature Over Printed Name of Supplier / Date

Funds Available:
[Signature]
RUBY G. MANANGU
City Accountant

OBR : 100-2024-08-08180
Approved Budget for the Contract : 5,000,000.00

TERMS AND CONDITIONS

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
2. AWARDEE shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with the schedule, quality and specification of the award and purchase order. Failure by the AWARDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or electronic mail (e-mail) shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the delivery period may be extended a maximum of fifteen (15) calendar days under liquidated damages to make good the delivery. Thereafter, if AWARDEE has not completed the
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE. The BAC-Goods and Services shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for its disqualification from future bids of the same items, without prejudice to the imposition of other sanction as prescribed under RA 9184 and its RIRR.
6. When the supplier fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for everyday of delay until such goods/services are finally delivered and accepted by the procuring entity concerned.
7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee its deliveries to be free from defects. Any defective item(s)/product(s), therefore that maybe discovered by the **Quezon City Government** within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTANT DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **Quezon City Government**.
11. All transactions are subject to applicable withholding taxes in accordance with existing BIR rules and regulations.
12. Supplier shall furnish the End-user through the City General Services Department stockroom, the articles, described above;
13. The **Quezon City Government** reserves the right to accept or reject delivered articles if found not in conformity to the specifications, terms and conditions stipulated.
14. Provisions contained in Title VI, Book IV of the Civil Code of the Philippines on Sales are hereby incorporated and made as an Integral part hereof.
15. This contract shall also serve as **Notice to Proceed**, to take effect on AUG 29 2024 and to expire on - SEP 28 2024

CONFORME:

Angel Jay O. Cajulcom
 SIGNATURE OVER PRINTED NAME

Proprietor
 IN THE CAPACITY OF

8/29/24
 DATE

Duly authorized to sign this Purchase Order for and on behalf of JEST Trading

29 AUG 2024 COMPANY NAME
QUEZON CITY

SUBSCRIBED AND SWORN to before me this ___ day of ___, ___ at ___, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her DRIVER'S LICENSE with his/her photograph and signature appearing thereon with No. ND4-14-003929.

Doc. No. 368
 Page No. 25
 Book No. XLX
 Series of 2024

ATTY. RIZAL JOSE F. VALMORES
 NOTARY PUBLIC
 UNTIL DECEMBER 31, 2024
 ADM MATTER NO. 153
 PTR NO. 5091994D 01-02-2024 / Q.C.
 IBP NO. 329024 / 12-15-2023 / Q.C.
 ROLL NO. 28435

***This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)

MCLE NO. VIII-0098500 / 05-07-2024
 Ad. #473 Boni Serrano Road, Barangay San Roque, Murphy, Quezon City