18 Jan 2002

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

MC # 22-A, S. 2002

MEMORANDUM CIRCULAR

T O : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS, DEPARTMENT/REGIONAL/OPERATION/PROJECT MANAGERS, PROVINCIAL IRRIGATION OFFICERS, IRRIGATION SUPERINTENDENTS, AND ALL OTHERS CONCERNED
National Irrigation Administration

SUBJECT : **AMENDATORY GUIDELINES FOR NIA'S FEMALE OFFICE UNIFORM FOR CY 2002**

In response to the clamor of NIA female personnel in the regional/operation/project offices that they may order only clothing materials from the couturier while labor/dressmaking cost shall be their choice, hereunder are the amendatory guideline/s to Item No. 4.2.2 (c) of NIA MC # 22, series of 2002, viz:

c) Female personnel of field offices shall have the option to order only clothing materials using the herein Order Form (Annex "A") direct to the winning bidders/couturiers in the following addresses:

1. Winning Bidder/Couturier for Monday & Thursday Ladies Office Uniform

Ms. Marina M. Khatibi
Manager
Latest Touch
No. 2301 Singalong St. Corner A. Francisco St.
Malate, Manila
Telefax – (632) 521-6551

2. Winning Bidder/Couturier for Tuesday & Wednesday Ladies Office Uniform

Ms. Stella Santos
President
Premier Center for Fashion and Design, Inc.
449 Ma. Clara corner Busilak Streets, Barangka Drive
Mandaluyong City
Telefax (632) 533-5564

d) Quotations and specifications of materials/textiles (with actual sample) amending descriptions under Item 4.2.2 (a) of subject MC including style/design are hereto attached as Annexes "B", "B-1", & "B-2"; and "C", "C-1", & "C-2" hereof.

Be guided accordingly.

JESUS EMMANUEL M. PARAS
Administrator

ORDER LIST FOR NIA LADIES UNIFORM

Annex "A"

Responsibility Center _____

_____

NAME	MONDAY --- Taupe Blouse (Annex B-1)				TUESDAY - Stripes Black & White Set (Annex C-1)		WEDNESDAY - - - - Indigo Set (Annex C-2)		THURSDAY -- Silver Gray Blouse (Annex B-2)			
	Blouse	Skirt	Buttons	Embroidery	Blouse and Pants		Blouse and Pants		Blouse	Skirt	Buttons	Embroidery
	P172/yrd	P172/yrd	P50.00 (set)	P150.00	Regular Cut (1.5 yrd - 60 width P650.00	Extra Cut (1.75 yrd - 60 width P710.00	Regular Cut (1.5 yrd - 60 width P710.00	Extra Cut (1.75 yrd - 60 width P710.00	P172/yrd	P172/yrd	P50.00 (set)	P200.00
TOTAL												

Annex "B"

LATEST TOUCH

MARINA M. KHATIBI

03 June 2002

The Uniform Committee
National Irrigation Administration
NIA Road, Diliman
Quezon City

Dear Madame:

Herewith is our quotation for NIA's Uniform Material for the regional office female employees uniform.

SET 1 – Taupe Blouse

1 Yard	@	₱172.00 x 1.5	=	₱ 258.00
Buttons			=	50.00
Embroidery			=	150.00
Skirt Rosette Poly Linen				
1 Yard	@	₱ 172.00	=	172.00

Total ..... ₱ 630.00

SET 11 – Silver Gray Blouse

1 Yard	@	₱ 172.00 x 1.5	=	₱ 258.00
Buttons	@	50.00	=	50.00
Embroidery			=	200.00
Skirt Black Heavy Crepe				
1 Yard	@	172.00	=	172.00

Total ..... ₱ 680.00

Terms and Conditions:

- 50% Down-payment
- 50% Upon Delivery or Pick – Up

Shipment shall be on buyers account.

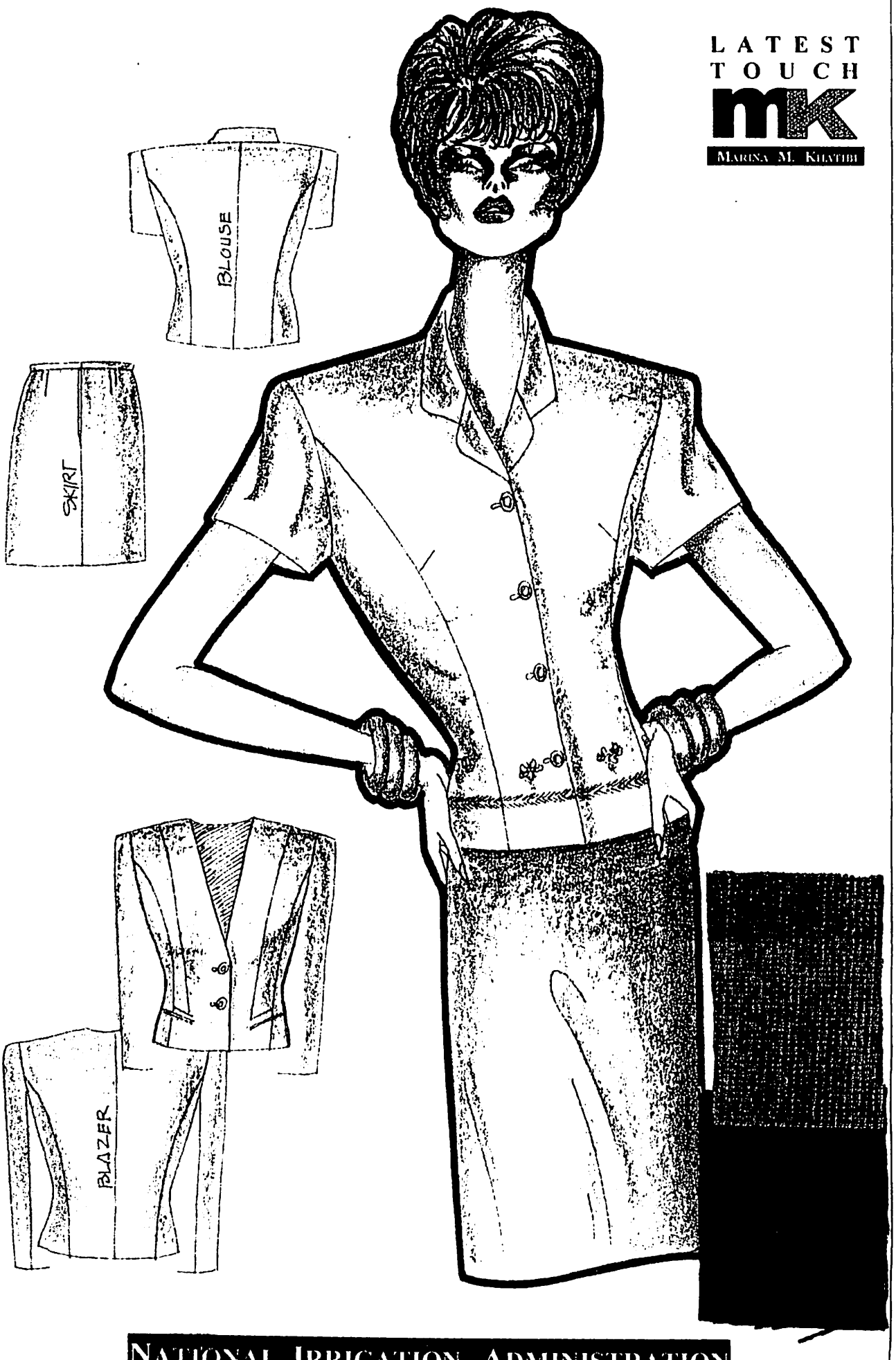
Thank you and we look forward to being of service to your firm

Sincerely yours,

MINDA S. RAMOS
Account Executive

Annex "B-1"
Monday Schedule

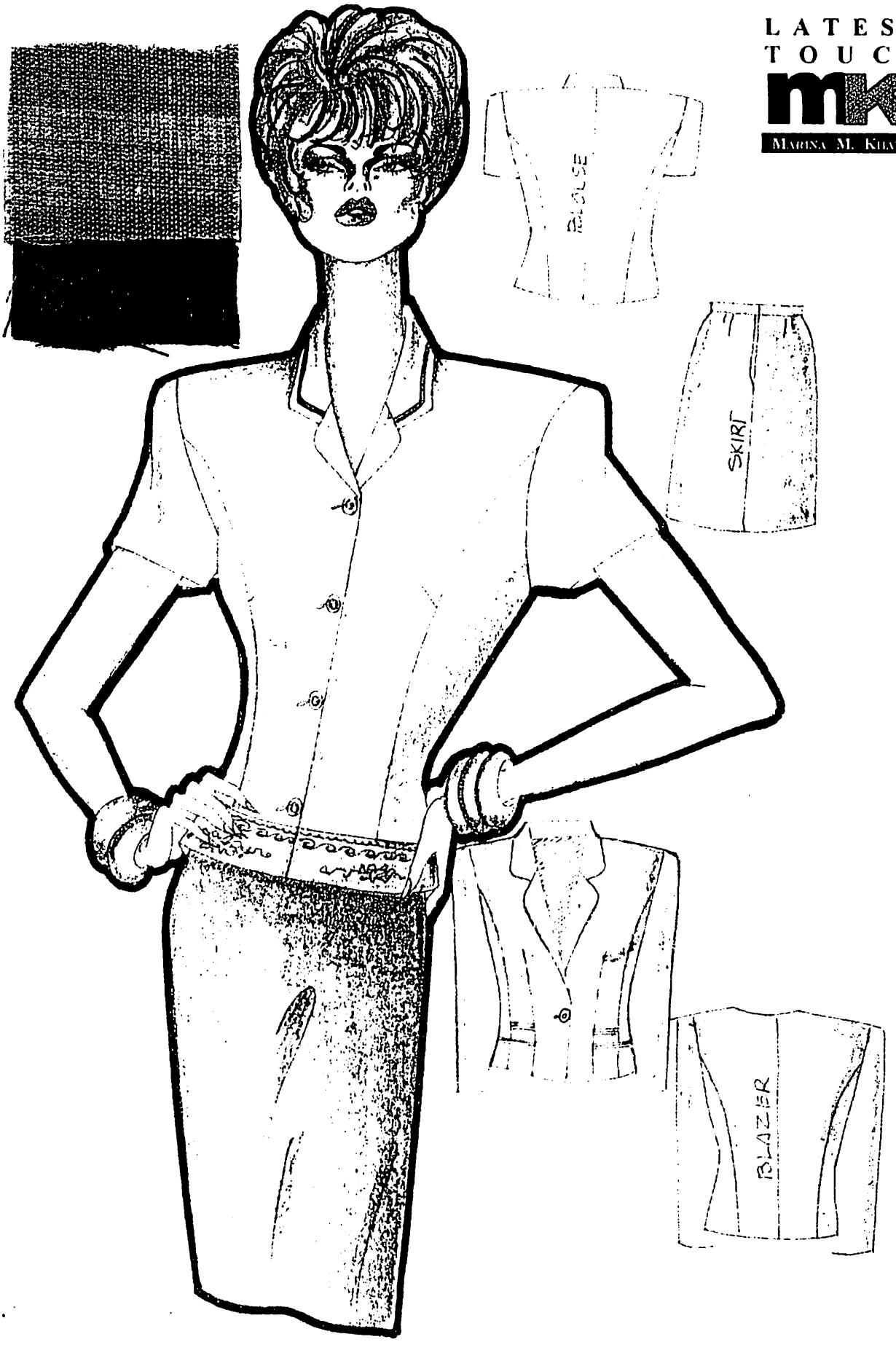
LATEST
TOUCH
mk
MARINA M. KHATIBI



NATIONAL IRRIGATION ADMINISTRATION

Annex "B-2"
Thursday Schedule

LATEST
TOUCH
mk
MARINA M. KHATIBI



NATIONAL IRRIGATION ADMINISTRATION

Annex "C"

Premiere Center for Fashion & Design, Incorporated

May 24, 2002

NATIONAL IRRIGATION ADMINISTRATION
Uniform Committee-Female
NIA Road, Quezon City

ATTENTION: UNIFORM COMMITTEE (Female)
RE : Price Quotation (textile and accessories)

Thank you for giving Premiere Center for Fashion and Design, Inc. the opportunity to be of service to NIA. This letter will include the cost of the textile and buttons for the two designs presented by PREMIERE.

REGULAR CUT (1.5 yds- 60 width per Fabric)

Indigo Set (PC-B)
Wednesday Blouse & Pants - P 650.00

Stripes Black & White Set (PC-C)
Tuesday Blouse & Pants - P 650.00

EXTRA CUT (1.75 yds- 60 width per Fabric)

Indigo Set (PC-B)
Blouse & Pants - P 710.00

Stripes Black & White set (PC-C)
Blouse & Pants - P710.00

Note: The prices are exclusive of freight.

I hope you find everything in order for additional question please don't hesitate to call us.

Sincerely,

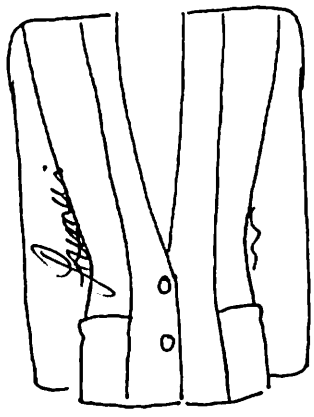
Stella Santos-Salcedo
STELLA SANTOS-SALCEDO
President

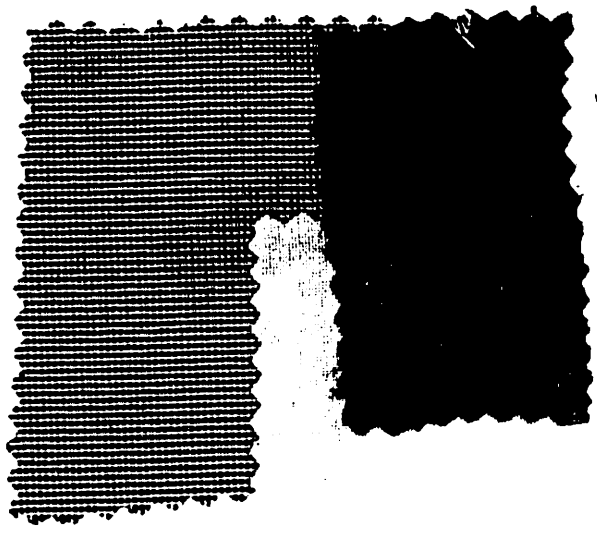
449 Ma. Clara Corner Busilak Streets, Barangka Drive, Mandaluyong City, Philippines
Telefax: (632) 533-5564 • Telephone: (632) 746-9402 • Pocketbell 125-111 1111 Pager ID "PRE"

Annex "C-1"
Tuesday Schedule

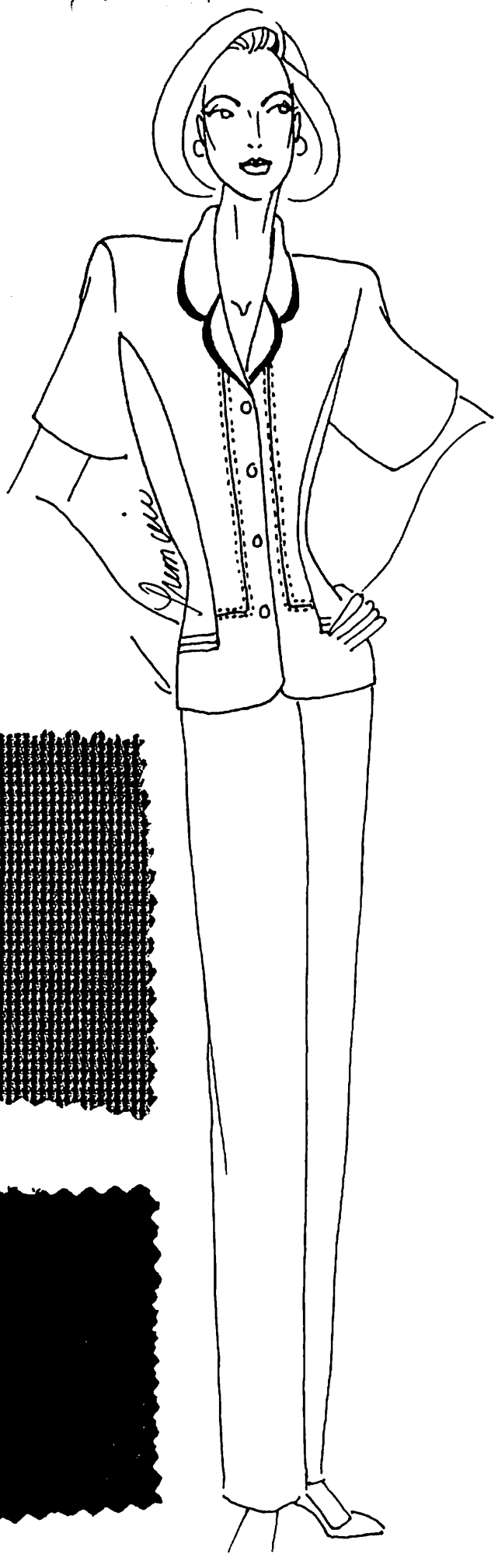
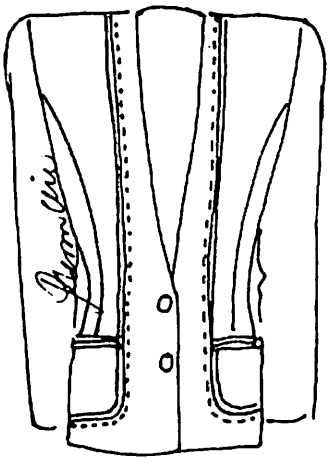
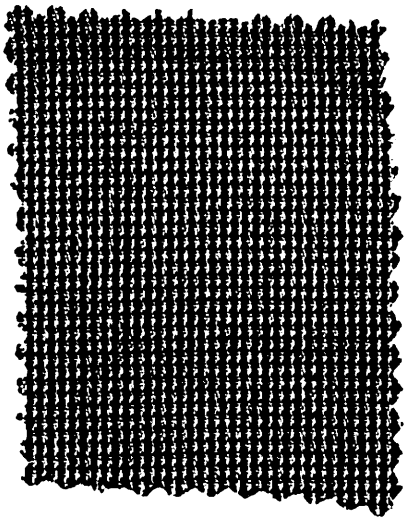
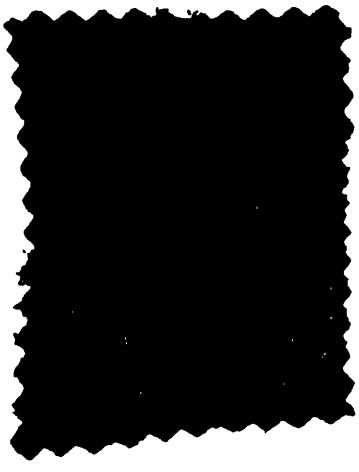
STRIPES BLACK & WHITE SET

PC-C





Annex "C-2"
Wednesday Schedule

INDIGO SET

PO-B