



Republic of the Philippines
Department of Science and Technology

ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



ASTI - FM 03-16
REV 0 /02 April 2018

Contractor:	Power Asia Equipment Resources, Inc.	WO No.:	19-04-0009
Address:	2/F The Gallery Bldg., No. 80 E. Rodriguez Jr. Ave., Ugong Norte, Libis, Quezon City	WO Date:	April 3, 2019
TIN:	201-650-423-000	Mode of Procurement:	NP: Small Value Procurement

Gentleman:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

DESCRIPTION	Quantity	Unit	Unit Cost	Amount
Preventive Maintenance (PM) of Two (2) DOST-ASTI Generator Sets	lot	1	₱226,110.00	₱226,110.00
1.0 Responsibilities for Preventive Maintenance (PM) of Two (2) DOST-ASTI Generator Sets for FG Wilson and Perkins 1.1 Conduct the Quarterly Preventive Maintenance, check-up and related repairs according to schedules to ensure reliable operation of the enrolled Generating Sets during the period coverage. 1.2 Provide qualified technicians, supervision, tools and equipment necessary to conduct the regular preventive maintenance check-up and related corrective repairs. 1.3 Undertakes minor adjustments and repairs as required in the manufacturer's periodic schedule. labor at supplies cost. Materials charged to ASTI. 1.4 Supplier provides cost during the scheduled maintenance check-up, transport of tools and materials, leaning agents, rags, scrubs, technical references, reports forms and communication equipment. 1.5 Submits service report checklist to the customer or site representative upon completion of work before leaving the site. 1.6 In case of repair the supplier will submit quotation of materials and spare parts needed for approval by customer prior to repair. applicable only if the unit is no longer under warranty. 1.7 Dispatched the technicians upon request for service assistance within 24 hours from receipt of complaint. 2.0 Scope of Work 2.1 Cooling System 2.1.1 Check radiator water level 2.1.2 Check water leaks (if any) 2.1.3 Check all radiator hoses 2.2 Fuel System 2.2.1 Check fuel level 2.2.2 Check fuel filters 2.3 Air induction & Exhaust System 2.3.1 Check air cleaner 2.3.2 Check exhaust pipe 2.4 Lubrication System 2.4.1 Check oil level 2.4.2 Check oil leaks (if any) 2.5 Starting System 2.5.1 Check battery cables and connections 2.5.2 Check battery fluid and terminals 2.5.3 Check fan belts 2.5.4 Check alternator belts 2.6 Control Panel 2.6.1 Check PBC and Module 2.6.2 Check all Fuses 2.6.3 Check all electrical connections 2.6.4 Check meters and gauges 2.7 Sanitation 2.7.1 Check cleanliness 2.8 Testing 2.8.1 Without Load 2.8.1.1 Voltage 2.8.1.2 Frequency / RPM				

ASTI Bldg., U.P. Technology Park Complex, C.P. Garcia Ave., Diliman, Quezon City, Philippines 1101

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• Fax No.: +632 025 8508

2.8.1.3 Oil pressure				
2.8.1.4 Water temperature				
2.8.1.5 Running hour meter				
2.8.1.6 Battery voltage				
2.8.2 Test with Load				
2.8.2.1 Voltage				
2.8.2.2 Frequency / RPM				
2.8.2.3 Current				
2.8.2.4 Oil Pressure				
2.8.2.5 Water temperature				
2.8.2.6 Test AVR & Exciter				
2.8.3 Megger Test				
2.8.3.1 Insulation				
Note:				
A. Schedule of PM (tentative):				
- March 15, 2019 (1st Quarter)				
- June 14, 2019 (2nd Quarter)				
- September 13, 2019 (3rd Quarter)				
- November 15, 2019 (4th Quarter)				
B. Inclusive of taxes and other charges				
			TOTAL:	₱226,110.00
(Total Amount in Words)	Two Hundred Twenty-Six Thousand One Hundred Ten Pesos			

Terms and Conditions:

1. Work or Performance of Services shall be completed within (per end-user's schedule) upon issuance / receipt of Notice to Proceed.
2. A Penalty of one-tenth (1/10) of one percent of the contract amount shall be imposed for every day of delay, unless the cause of delay is beyond the control of the contractor(s) or consultant(s).
3. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, DOST-ASTI may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances and in accordance with the provisions of the latest implementing rules and regulations of RA 9184.
4. The total contract price is inclusive of taxes and other fees or charges.
5. Terms of payment is Government Terms.
6. Warranty under the IRR of RA 9184 applies.

Conforme:

Very Truly Yours,

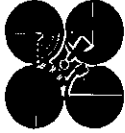
4/5/19

 (Date)

Joel

 JOEL JOSEPH S. MARCIANO, JR., Ph.D
 Acting Director

Fund Cluster: <u>01</u>	ORS / BURS No.: <u>0110102019-04-000199</u>
Funds Available: <u>₱226,110.00</u>	ORS / BURS Date: <u>April 5, 2019</u>
	Amount: <u>₱226,110.00</u>
_____ GAY CONCEPCION S. BUGAGAO Accountant III	



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03 April 2019

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Ms. ANNA MAE FABREGAS
Authorized Representative
Power Asia Equipment Resources, Inc.
2/F The Gallery Bldg., 80 E. Rodriguez Jr. Ave.
Ugong Norte, Llbis
Quezon City

Dear Ms. Fabregas,

This Notice to Proceed is hereby issued for the following contract details:

Contract Name	: Preventive Maintenance (PM) of Two (2) DOST-ASTI Generator Sets
Purchase Request No.	: GAA-18-11-6891
Purchase / Work Order No.	: 19-04-0009
Total Contract Price	: Php 226,110.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Two Hundred Twenty Six Thousand One Hundred Ten Pesos

Upon issuance of this Notice, your company, **Power Asia Equipment Resources, Inc.** is hereby directed to commence the delivery of items and/or performance of services stipulated in the said Purchase Order which shall become due and demandable in accordance with the delivery schedule stipulated therein.

Please acknowledge receipt and acceptance of this Notice by signing in the space provided below. There are two (2) copies of this document; you may keep one copy and return the other to the Bids and Awards Committee (BAC) Secretariat of the Advanced Science and Technology Institute. Should you have any questions or clarifications, you may reach us at bac-sec@asti.dost.gov.ph.

Respectfully,


JOEL JOSEPH S. MARCIANO, JR., Ph.D.
Acting Director

DATE OF ISSUANCE:

16 APR 2019

RECEIVED BY:

(Signature over Printed Name)

Date and Time