



30 May 2022

NOTICE TO PROCEED
PUBLIC BIDDING

Ms. FATIMA B. LICARDO
 Account Manager
Quartz Business Products Corp.
 15th Floor Capital House
 9th Ave. cor. 34th St.
 Bonifacio Global City, Taguig City

Dear Ms. Licardo,

Notice is hereby given to **Quartz Business Products Corp.** that work/delivery may proceed for the following procurement details:

Contract Name	:	Supply and Delivery of Four (4) units Mobile Development Workstation
Purchase Request No.	:	GAA-22-03-13414
Purchase / Work Order No.	:	22-05-110
Total Contract Price	:	Php 399,892.00
(inclusive of taxes, import duties and all other charges or fees)		
Total Contract Price in Words	:	Three Hundred Ninety Nine Thousand Eight Hundred Ninety Two Pesos

Upon signing receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement/Purchase Order/Work Order and in accordance with the schedule of requirements/delivery schedule.

You are also hereby required to file a Warranty Security for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. It shall be either retention money in an amount equivalent to at least Five percent (5 %) of every progress payment, or a special bank guarantee equivalent to at least Five percent (5 %) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof. Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Note that failure to comply with the above requirements and failure to perform the services under the terms and conditions of the Agreement/Purchase Order/Work Order may constitute grounds for its forfeiture.

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,

FRANZ A. DE LEON, Ph.D.
 Director

B. Leon
Digitally signed by Franz A. de Leon

DATE OF ISSUANCE:

June 2, 2022

RECEIVED BY:

 (Signature over Printed Name)

 (Date and Time)

WARRANTY SECURITY

Type of Warranty Security: _____

Amount of Warranty Security: ₱ _____

O.R. No.: _____

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
 CP Garcia Ave., Diliman, Quezon City 1101
 Website : www.asti.dost.gov.ph
 Email : info@asti.dost.gov.ph

Tel No. : +632 8249-8500
 +632 8426-9755;
 Fax No. : +632 8426-9764

ASTI – FM 03-18
 REV 2 / 13 January 2020