



ASTI-FM 03-17
REV 2 / 31 January 2020

PURCHASE ORDER

Supplier:	JDR TRADING SERVICES	PO No.:	23-07-143
Address:	312 Tindalo St. Doña Rosario Heights, Posadas Ave., Sucat, Muntinlupa City	PO Date:	July 27, 2023
TIN:	223-429-920-000	Mode of Procurement:	NP-Shopping (b)

Gentleman:

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

Place of Delivery:	ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101	Delivery Term:	Thirty (30) calendar days upon issuance of NTP
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Pack	RJ45 CONNECTOR 1.GENERAL OVERVIEW 1.1.DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF TWO (2) PACKS OF RJ45 CONNECTOR, to be used for network cabling requirements in DOST-ASTI LAN. 1.2.The ABC is inclusive of all applicable government taxes and services charges. 2.TECHNICAL SPECIFICATIONS 2.1.For CAT5e UTP cable 2.2.Pass-through 2.3.100 pcs per pack 3.DELIVERY and PAYMENT TERMS 3.1.Delivery of the Goods shall be made by the Supplier within thirty (30) calendar days upon issuance of NTP. 3.2.Full payment will only be given once the items were completely delivered, inspected, and accepted by the End-user. 3.3.No payment shall be made if the supplies and materials are not yet delivered under this contract. 3.4.The price of the bid must be inclusive of government taxes and other fees. (Please see attached quotation.)	2	P280.00	P560.00
2	Piece	Electrical tape 1.GENERAL OVERVIEW 1.1.DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF THREE (3) PIECES OF ELECTRICAL TAPE, to be used for repairing DOST-ASTI issued laptops and desktops, etc. 1.2.The approved budget for the contract is inclusive of all applicable government taxes and services charges. 2.TECHNICAL SPECIFICATIONS	3	P65.00	P195.00

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 8426-9784

Other supplies

		<p>2.1. At least 0.16mm X 19 mm x 16mm</p> <p>2.2. Black</p> <p>3. DELIVERY and PAYMENT TERMS</p> <p>3.1. Delivery of the Goods shall be made by the Supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End-user.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>3.4. The price of the bid must be inclusive of government taxes and other fees.</p> <p>(Please see attached quotation.)</p>			
3	Unit	<p>2-in-1 Air blower and vacuum</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF ONE (1) UNIT OF 2-IN-1 AIR BLOWER AND VACUUM, to be used for cleaning and repairing DOST-ASTI issued laptops, desktops and other ICT equipment.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Voltage: 220V-240V~50/60Hz</p> <p>2.2. Input power: 400W</p> <p>2.3. No-load speed: At least 14000rpm</p> <p>2.4. Maximum blowing rate: At least 3.0m³/min</p> <p>2.5. Included accessories: 1pc dust bag, 1pc blowing pipe & 1pc manual</p> <p>2.6. With manual and warranty card included</p> <p>3. WARRANTY</p> <p>3.1. With at least six (6) months warranty coverage.</p> <p>3.2. Parts and incidental costs related to the unit will be shouldered by the supplier provided that the error or damage on the equipment is not a result of user damage or misuse.</p> <p>4. DELIVERY and PAYMENT TERMS</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End-user.</p> <p>4.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>4.4. The price of the bid must be inclusive of government taxes and other fees.</p> <p>(Please see attached quotation.)</p>	1	P1,460.00	P1,460.00
				TOTAL:	P2,215.00
(Total Amount in Words)		Two Thousand Two Hundred Fifteen Pesos Only			

Office
Equipment

The contract price is inclusive of taxes and other fees or charges. 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 on the undelivered item/s. 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.

Conforme:

Very Truly Yours,

FRANZ A. DE LEON, Ph.D.

Digitally signed by Franz A. De Leon

Director, DOST-ASTI

(Signature over Printed Name of Supplier)

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011 011 012023 - 07 - 000564</u>
		ORS / BURS Date:	<u>July 28, 2023</u>
Funds Available:	<u>PHP 2,215.00</u>	Amount:	<u>₱ 2,215.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



27 July 2023

NOTICE TO PROCEED
 ALTERNATIVE MODE OF PROCUREMENT

Ms. JESSICA MAE CRUZ- DELOS REYES
 Proprietor
JDR TRADING SERVICES
 312 Tindalo St. Doña Rosario Heights
 Posadas Ave., Sucat, Muntinlupa City

Dear Ms. Delos Reyes,

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

Contract Name	: Supply and Delivery of Two (2) Packs RJ45 Connector and Other Items
Purchase Request No.	: GAA-23-06-16929
Purchase / Work Order No.	: 23-07-143
Total Contract Price	: Php 2,215.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Two Thousand Two Hundred Fifteen Pesos

Upon issuance of this Notice, your company, **JDR TRADING SERVICES** 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,


FRANZ A. DE LEON, Ph.D. Bids and Awards Committee Secretary
 Director

DATE OF ISSUANCE:

JULY 31, 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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ASTI-FM 03-19
 REV 1 / 13 January 2020