



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

PURCHASE ORDER

Supplier:	THORITA TRANSPORT SERVICES	PO No.:	23-07-145
Address:	Kinatawan Rd. Tenejero, Balanga City, Bataan 2100	PO Date:	July 27, 2023
TIN:	212-046-854-00000	Mode of Procurement:	NP-53.9 Small Value Procurement

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:	Per end-user's schedule
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>Vehicle Rental Service for field deployments within Metro Manila and nearby areas</p> <p>1.OBJECTIVE/OVERVIEW</p> <p>1.1.DOST-ASTI is seeking a qualified and competent supplier for vehicle rental to be used for multiple trips within Metro Manila and nearby provinces for the preventive maintenance of stations for a maximum number of thirteen (13) days.</p> <p>1.2.The Approved Budget for the Contract is inclusive of government taxes and other charges.</p> <p>2.TECHNICAL REQUIREMENTS</p> <p>2.1.Vehicle Type</p> <p>2.1.1.Regular air-conditioned van</p> <p>2.1.2.Can at least fit four (4) personnel</p> <p>2.1.3.Must be able to fit 1.6 m x 1.6 m equipment to transport to the site</p> <p>2.2.Target Destinations and Tentative Schedule of Travel</p> <p>2.2.1.Travel Period: July 03, 2023 to August 31, 2023</p> <p>2.2.1.1.DOST-ASTI shall inform the supplier of the schedules at least three (3) calendar days prior to the trip.</p> <p>2.2.2.Target Destinations</p> <p>2.2.2.1.Quezon City</p> <p>2.2.2.1.1.Quezon City Science High School</p> <p>2.2.2.1.2.Brgy. Nagkaisang Nayon</p> <p>2.2.2.1.3.FEU Diliman</p> <p>2.2.2.1.4.La Mesa Eco Park Water Treatment Facility 2</p> <p>2.2.2.1.5.PAGASA Science Garden</p> <p>2.2.2.2.Mandaluyong</p> <p>2.2.2.2.1.Rizal Technological University (RTU) Mandaluyong Campus</p> <p>2.2.2.2.2.C3 Building Mandaluyong</p> <p>2.2.2.3.San Juan</p> <p>2.2.2.3.1.Xavier School</p> <p>2.2.2.4.Valenzuela</p> <p>2.2.2.4.1.Valenzuela City Disaster Risk</p>	1	₱65,000.00	₱65,000.00

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 8426-9764

Reduction and Management Office

- 2.2.2.4.2.3S Center (Brgy. Punturin)
- 2.2.2.4.3.3S Center (Brgy. Bagbaguin)
- 2.2.2.4.4.Brgy. Pariancillo Villa
- 2.2.2.5.Pasig
 - 2.2.2.5.1.RTU Pasig Campus
 - 2.2.2.5.2.RAVE Pasig City
- 2.2.2.6.Marikina
 - 2.2.2.6.1.Metropolitan Manila Development Authority (MMDA) EFCOS
 - 2.2.2.6.2.Tañong Barangay Hall
- 2.2.2.7.Imus, Cavite
 - 2.2.2.7.1.Anabu I-B Fire Station
- 2.2.2.8.Bacoor, Cavite
 - 2.2.2.8.1.University of Perpetual Help System DALTA - Molino campus
 - 2.2.2.8.2.Sineguelasan Barangay Hall
- 2.2.2.9.Malabon
 - 2.2.2.9.1.De La Salle Araneta University
 - 2.2.2.9.2.MMDA Catmon
- 2.2.2.10.Manila
 - 2.2.2.10.1.MMDA San Andres Pumping Station
 - 2.2.2.10.2.MMDA Balut pumping station
 - 2.2.2.10.3.Universidad de Manila
- 2.2.2.11.Navotas
 - 2.2.2.11.1.Centennial Park
- 2.2.2.12.Pasay
 - 2.2.2.12.1.Civil Aviation Authority of the Philippines
 - 2.2.2.12.2.MMDA Libertad Pumping Station
- 2.2.2.13.Pateros
 - 2.2.2.13.1.Bateros Technological College – E-Library
- 2.2.2.14.Muntinlupa
 - 2.2.2.14.1.Bayanan Elementary School
 - 2.2.2.14.2.Colegio de Muntinlupa
 - 2.2.2.14.3.New Bilibid Prison Reservation
- Sunken Garden
 - 2.2.2.15.Taguig
 - 2.2.2.15.1.National Mapping and Resource Information Authority
 - 2.2.2.15.2.Technological University of the Philippines
 - 2.2.2.15.3.DOST Compound
- 2.2.2.16.Las Piñas
 - 2.2.2.16.1.Las Piñas Science High School
 - 2.2.2.16.2.Brgy. Elias Aldana
- 2.2.2.17.Rizal
 - 2.2.2.17.1RTU Baras Campus
 - 2.2.2.17.2MMDA Tapayan Pumping Station

2.3.Other Terms and Conditions

- 2.3.1.COVID-19 Clearance
 - 2.3.1.1.One (1) driver must be assigned for the whole duration of the travel.
 - 2.3.1.2.Driver must be fully vaccinated against COVID-19.
 - 2.3.1.2.1.A digital copy of the vaccination card must be submitted at the time of bidding to serve as proof of the driver's vaccination.
- 2.3.2.Contract is inclusive of the following:
 - 2.3.2.1.Driver's fee;
 - 2.3.2.2.Driver's meals;
 - 2.3.2.3.Gasoline expenses;
 - 2.3.2.4.Toll fees;
 - 2.3.2.5.Other miscellaneous expenses that may arise during the travel (i.e., parking charges, etc.); and
 - 2.3.2.6.Taxes and other charges.

	<p>2.3.3. Breakdown of costs is needed upon submission of quotation.</p> <p>3. Payment Terms</p> <p>3.1. Progress billing is allowed.</p> <p>3.2. Billing/invoice and trip ticket must be submitted upon conclusion of each trip.</p> <p>3.3. No payment shall be made for the services that were not delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
				TOTAL: P65,000.00

(Total Amount in Words)	Sixty Five Thousand Pesos Only
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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,

(Signature over Printed Name of Supplier)


FRANZ A. DE LEON, Ph.D. Digitally Signed by Franz A. De Leon
 Director, DOST-ASTI

(Date)

Fund Cluster: <u>01</u>	ORS / BURS No.: <u>01101012023-07-000566</u>
Funds Available: <u>PHP 65,000.00</u>	ORS / BURS Date: <u>July 28, 2023</u>
	Amount: <u>₱ 65,000.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III	



Republic of the Philippines

Department of Science and Technology

ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



27 July 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. CHRISTOPHER B. CERVEZA
Owner / CEO
THORITA TRANSPORT SERVICES
Kinatawan Rd. Tenejero
Balanga City, Bataan 2100

Dear Mr. Cerveza,

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

Contract Name	: Supply and Delivery of One (1) Lot Vehicle Rental Service for field deployments within Metro Manila and nearby areas
Purchase Request No.	: GAA-23-06-16899
Purchase / Work Order No.	: 23-07-145
Total Contract Price	: Php 65,000.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Sixty Five Thousand Pesos

Upon issuance of this Notice, your company, **THORITA TRANSPORT 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. B.Sc. ^{Officially signed by Franz A. De Leon}
Director

DATE OF ISSUANCE:

AUGUST 01, 2023

RECEIVED BY:

Signature over Printed Name

Date and Time

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