



Republic of the Philippines
 Department of Science and Technology
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



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

PURCHASE ORDER

Supplier:	MOBLER CONTRACT GROUP, INC.	PO No.:	QCS-23-03-005
Address:	2nd Flr. 167 F. Manalo St., Kabayanan, San Juan City	PO Date:	March 07, 2023
TIN:	008-429-894-000	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	Unit	<p>Office table</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute is seeking qualified and competent bidders for the supply and delivery of twenty-three (23) Office table</p> <p>1.2. Said units shall be used as workstation in the daily work of the staffs</p> <p>1.3. The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.4. The technical specifications indicated herein are minimum requirement unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Materials: MFC Table, Steel legs & Modesty, Bullnose Edge</p> <p>2.2. Dimension: 70x70x74cm</p> <p>2.3. Finish: Powder Coated Metal</p> <p>2.4. Color: Light gray</p> <p>2.5. With center drawer</p> <p>3. WARRANTY</p> <p>3.1. Supplier warrants the item against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective and incorrect items shall be replaced.</p> <p>3.3. Warranty Period: at least six (6) months</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1. The Price of bid must be inclusive of government taxes and additional fees.</p> <p>4.2. Delivery of goods shall be made by the supplier</p>	23	₱7,500.00	₱172,500.00

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

	within thirty (30) days upon issuance of Notice to Proceed. 4.3. Government terms, payment upon complete delivery 4.4. Item must be brand new and unused. (Please see attached quotation.)			
				TOTAL:
				₱172,500.00
(Total Amount in Words)		One Hundred Seventy-Two Thousand Five Hundred Pesos Only		

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,



Digitally signed by De Leon Franz Asunta


FRANZ A. DE LEON, Ph.D.

Registered
2-10-2018
10:20:12 AM

Director, DOST-ASTI

(Signature over Printed Name of Supplier)

(Date)

Fund Cluster:	<u>07</u>	ORS / BURS No.:	<u>073086012023-03-000071</u>
		ORS / BURS Date:	<u>MARCH 8, 2023</u>
Funds Available:	<u>₱172,500.00</u>	Amount:	<u>₱172,500.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



07 March 2023

NOTICE TO PROCEED
 ALTERNATIVE MODE OF PROCUREMENT

Ms. ROCHELLE DOMINGO
 Marketing Assistant
MOBLER CONTRACT GROUP, INC.
 2nd Flr. 167 F. Manalo St.
 Kabayanan, San Juan City

Dear Ms. Domingo,

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

Contract Name	: <u>Supply and Delivery of Twenty-Three (23) Units of Office table</u>
Purchase Request No.	: <u>QCS-23-02-16059</u>
Purchase / Work Order No.	: <u>QCS-23-03-005</u>
Total Contract Price	: <u>Php 172,500.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <u>One Hundred Seventy Two Thousand Five Hundred Pesos</u>

Upon issuance of this Notice, your company, **MOBLER CONTRACT GROUP, 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,

Digitally signed by De
 Leon Franz Asunta

FRANZ A. DE LEON, Ph.D.
 Director

DATE OF ISSUANCE:

March 8, 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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