



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

PURCHASE ORDER

Supplier:	GAMMA LINE ENTERPRISES	PO No.:	23-09-185
Address:	16-M Maya Bldg. EDSA Cubao, E. Rodriguez, Quezon City	PO Date:	September 21, 2023
TIN:	403-226-159-000	Mode of Procurement:	Competitive Bidding

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	Lot	<p>OFFICE CHAIR</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the supply and delivery of various office furniture and fixtures for its six (6) divisions, specifically Office of the Director (OD), Finance and Administrative Division (FAD), Knowledge Management Division (KMD), Solutions and Services Engineering Division, Research and Development Division (RDD), and Computer Software Division (CSD), to replace and improve worn-out furniture and fixtures.</p> <p>1.2. Minimal adjustments (within 10% +/-) in the dimensions shall be acceptable, as dimensions are approximations.</p> <p>1.3. The colors indicated are preferences and may be subject to change depending on color availability. Procuring Entity (PE) may choose among the colors readily available.</p> <p>1.4. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and other charges.</p> <p>2. FUNCTIONAL/TECHNICAL SPECIFICATIONS</p> <p>2.1. Quantity: One hundred eighty-six (186) units</p> <p>2.2. Ergonomic high back chair</p> <p>2.3. Heavy duty mesh type backrest</p> <p>2.4. 3D headrest, adjustable height and angle</p> <p>2.5. 3D adjustable, soft PU armrest</p> <p>2.6. 3D adjustable padded lumbar support (up-down, back-forward, tilt up)</p> <p>2.7. Three function 3D lumbar support, adjustable front and back</p> <p>2.8. At least 5 cm molded foam cushion seat rest</p> <p>2.9. Swivel and tilting mechanism</p> <p>2.9.1. Reclining mechanism up to 135°</p> <p>2.9.2. With Seat slide mechanism</p> <p>2.9.3. Pneumatic height adjustment (Gas lift)</p> <p>2.10. At least 350mm aluminum base with casters</p> <p>2.11. Weight Capacity: Minimum 150 kg</p>	1	₱1,647,960.00	₱1,647,960.00

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
CP Garcia Ave., Dilliman, 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


	<p>3. WARRANTY</p> <p>3.1. Supplier warrants items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. A replacement unit should be provided for defective units, seven (7) calendar days upon receipt of notice from the end-user and/or ASTI Property and Supply Section.</p> <p>3.3. Warranty should be one (1) year for parts and labor.</p> <p>4. TERMS OF DELIVERY AND PAYMENT</p> <p>4.1. The price of the supplier must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>4.3. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End-user. No payment shall be made for items not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>		
			TOTAL: P1,647,960.00
(Total Amount in Words)	One Million Six Hundred Forty Seven Thousand Nine Hundred Sixty 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,

(Signature over Printed Name of Supplier)


FRANZ A. DE LEON, Ph.D.
 Director, DOST-ASTI

Digitally signed by Franz A. De Leon

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.: <u>011021012023-09-000032</u>
Funds Available:	<u>PHP 1,647,960.00</u>	ORS / BURS Date: <u>SEPTEMBER 22, 2023</u>
		Amount: <u>₱ 1,647,960.00</u>
<p>_____ GAY CONCEPTION S. BUGAGAO Accountant III</p>		



21 September 2023

NOTICE TO PROCEED
PUBLIC BIDDING

Mr. GABRIEL MORATO Jr.
 Sales Manager
GAMMA LINE ENTERPRISES
 16-M Maya Bldg. EDSA Cubao
 E. Rodriguez, Quezon City

Dear Mr. Morato,

Notice is hereby given to **GAMMA LINE ENTERPRISES** that work/delivery may proceed for the following procurement details:

Contract Name	: <u>Supply and Delivery of One (1) Lot Office Chair</u>
Purchase Request No.	: <u>GAA-23-07-17224</u>
Purchase / Work Order No.	: <u>23-09-185</u>
Total Contract Price	: <u>Php 1,647,960.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <u>One Million Six Hundred Forty Seven Thousand Nine Hundred Sixty Pesos</u>

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

Digitally signed
 by Franz A. De Leon
 DN: cn=Franz A. De Leon

DATE OF ISSUANCE: **RECEIVED BY:** **WARRANTY SECURITY**

25 SEP 2023

 Signature over Printed Name

Type of Warranty Security: _____

Amount of Warranty Security: Php

O.R. No.: _____

 Date and Time

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ASTI-FM 03-18
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