



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



PURCHASE ORDER

ASTI-FM 03-17
 REV 3 / 10 October 2023

Supplier:	LCD REPUBLIC LAPTOP SERVICE CENTER	PO No.:	23-11-224
Address:	3F Diamond Arcade, #873 A. Blvd. E. Rodriguez Sr., Quezon City	PO Date:	November 7, 2023
TIN:	208-873-054-000	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:	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>REPLACEMENT OF LAPTOP'S LCD SCREEN WITH INSTALLATION</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of defective laptop screen. The repair of said defective laptop includes PARTS and LABOR.</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 15.6" LED-backlit display screen</p> <p>2.2. Full HD 1920 x 1080</p> <p>3. Warranty</p> <p>3.1. At least one (1) year warranty on parts and labor</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1. The goods must be delivered within thirty (30) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P8,000.00	P8,000.00
2	Piece	<p>LENOVO THINKPAD L380 KEYBOARD</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of the defective laptop keyboard for Lenovo ThinkPad L380.</p> <p>1.2. The ABC is inclusive of all applicable</p>	1	P5,000.00	P5,000.00

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

		<p>government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. US English keyboard layout 2.2. With backlit</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts and labor.</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
3	Lot	<p>REPLACEMENT OF LAPTOP'S LCD SCREEN AND DEEP CLEANING</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of the laptop screen. The repair of said defective laptop includes PARTS and LABOR for screen installation and deep cleaning of the laptop. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 12.5" display screen 2.2. Includes labor and materials for screen installation and deep cleaning of the laptop.</p> <p>3. Warranty</p> <p>3.1. At least one (1) year warranty on parts and labor.</p> <p>4. DELIVERY and PAYMENT TERMS</p> <p>4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	₱7,500.00	₱7,500.00
4	Lot	<p>FIXING OF LENOVO THINKPAD T14</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of the laptop display distortion and lagging. The repair of said defective laptop includes PARTS and LABOR for screen installation. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p>	1	₱16,000.00	₱16,000.00

		<p>2. TECHNICAL SPECIFICATIONS 2.1. 14.0" display screen 2.2. Full HD 1920 x 1080 2.3. Repair/Replacement unit must be genuine or Original Equipment Manufacturer (OEM)</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
5	Piece	<p>LAPTOP BATTERY FOR LENOVO THINKPAD T480 1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of defective battery for Lenovo ThinkPad T480. The repair of said defective laptop battery includes PARTS and LABOR. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 3-Cell Li-on, 24 Wh battery 2.2. Repair/Replacement unit must be genuine or OEM 2.3. Includes parts and labor</p> <p>3. Warranty 3.1. At least one (1) month warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	₱4,500.00	₱4,500.00
6	Piece	<p>LAPTOP BATTERY FOR MSI GP65 LEOPARD 10SEK 1. GENERAL OVERVIEW 1.1. The DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of defective battery for MSI GP65 Leopard. The repair of said defective laptop includes PARTS and LABOR. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 6-cell Li-on, 51 Wh battery 2.2. Repair/Replacement unit must be genuine or OEM 2.3. Includes parts and labor</p> <p>3. Warranty</p>	1	₱5,000.00	₱5,000.00

		<p>3.1. At least one (1) month warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
7	Piece	<p>LAPTOP MEMORY FOR HP PROBOOK 440 G7</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the supply and delivery of one (1) laptop memory, which will be used for laptop upgrade. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 1 x 16GB DDR4 2.2. Frequency: 2666MHz 2.3: Type: SODIMM</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P5,000.00	P5,000.00
8	Lot	<p>LAPTOP SCREEN REPLACEMENT FOR HP PROBOOK 440 G7</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the repair/replacement of defective laptop screen for HP ProBook 440 G7. The repair of said defective laptop includes PARTS and LABOR. 1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 14.0" LED-backlit display screen 2.2. Full HD 1920 x 1080</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P7,500.00	P7,500.00

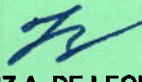

9	Lot	<p>LAPTOP MEMORY FOR MSI GP65 LEOPARD</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider/s for the supply and delivery of two (2) pieces of memory, which will be used for laptop upgrade. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 2 x 16GB DDR4 2.2. Frequency: 2666MHz 2.3. Type: SODIMM</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the End User. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P9,400.00	P9,400.00
10	Lot	<p>REPAIR OF LAPTOP NOT TURNING ON FOR MACBOOK PRO A1708</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders for the repair of the laptop that does not turn on. The repair of said defective laptop includes PARTS and LABOR. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. Issue: Laptop not turning on and charging</p> <p>3. Warranty 3.1. At least one (1) month warranty on parts and labor</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P5,000.00	P5,000.00
			TOTAL:	P72,900.00	
(Total Amount in Words)			Seventy Two Thousand Nine 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,

(Signature over Printed Name of Supplier)


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

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>01101102023-11-000865</u>
Funds Available:	<u>PHP 72,900.00</u>	ORS / BURS Date:	<u>NOVEMBER 08, 2023</u>
		Amount:	<u>₱ 72,900.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



06 November 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Ms. EIZEL G. GONZALES
 Owner
LCD REPUBLIC LAPTOP SERVICE CENTER
 3F Diamond Arcade
 #873 A. Blvd. E. Rodriguez Sr.
 Quezon City

Dear Ms. Gonzales,

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

Contract Name	: Supply and Delivery of One (1) Lot Replacement of Laptop's LCD Screen with Installation and Other Items
Purchase Request No.	: GAA-23-09-17686
Purchase / Work Order No.	: 23-11-224
Total Contract Price	: Php 72,900.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Seventy Two Thousand Nine Hundred Pesos

Upon issuance of this Notice, your company, **LCD REPUBLIC LAPTOP SERVICE CENTER** 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. By: [Signature]
 Director

DATE OF ISSUANCE:

NOV 09 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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 Fax No. : +632 8426-9764

ASTI-FM 03-19
 REV 2 / 05 October 2023