



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:	3RLFD TRANSPORTATION SERVICES	PO No.:	23-11-233
Address:	7 Garnet St., Concepcion Subdivision, Concepcion I, Marikina City	PO Date:	November 10, 2023
TIN:	408-717-359-00000	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 deployment and maintenance within Metro Manila and Cavite</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 Cavite for the preventive maintenance of stations for a maximum number of ten (10) 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: October to November 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. Pasig and Pateros</p> <p>2.2.2.1.1. RED Training Center, Pasig City</p> <p>2.2.2.1.2. E. Library Technological, College, Pateros</p> <p>2.2.2.1.3. RAVE Park, Pasig City</p> <p>2.2.2.2. Valenzuela and Navotas</p> <p>2.2.2.2.1. 3S Center Brgy. Punturin, Valenzuela</p> <p>2.2.2.2.2. 3S Center Brgy. Bagbaguin, Valenzuela</p> <p>2.2.2.2.3. Centennial Park, Navotas</p> <p>2.2.2.3. Pasay and Taguig</p> <p>2.2.2.3.1. Civil Aviation Authority of the Philippines, Pasay City</p>	1	P49,000.00	P49,000.00

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>2.2.2.3.2. National Mapping and Resource Information Authority, Taguig City</p> <p>2.2.2.4. Bacoor</p> <p>2.2.2.4.1. Sinaguelasan Barangay Hall</p> <p>2.2.2.4.2. University of Perpetual Help System DALTA – Molino campus</p> <p>2.2.2.5. Manila</p> <p>2.2.2.5.1. Universidad de Manila</p> <p>2.2.2.6. Muntinlupa</p> <p>2.2.2.6.1. National Bilbid Prison Reservation</p> <p>2.2.2.6.2. Pacwood, Tunasan</p> <p>2.2.2.7. Quezon City</p> <p>2.2.2.7.1. La Mesa Ecopark - Facility</p> <p>Treatment 2</p> <p>2.2.2.7.2. Nagkaisang Nayon</p> <p>2.2.2.7.3. Far Eastern University - Dilliman</p> <p>2.2.2.8. Marikina and QC</p> <p>2.2.2.8.1. Tañong Barangay Hall, Marikina City</p> <p>2.2.2.8.2. PAGASA Science Garden, Quezon City</p> <p>2.2.2.9. Las Piñas and Parañaque City</p> <p>2.2.2.9.1. Brgy. Elias Aldana, Las Piñas</p> <p>2.2.2.9.2. Las Piñas Science High School</p> <p>2.2.2.9.3. Greenheights Subdivision</p> <p>2.2.2.10. Mandaluyong and San Juan</p> <p>2.2.2.10.1. Rizal Technological University, Boni, Mandaluyong City</p> <p>2.2.2.10.2. Xavier School, San Juan</p> <p>2.2.2.10.3. C-3 Building, Mandaluyong City Hall</p> <p>2.3. Other Terms and Conditions</p> <p>2.3.1. COVID-19 Clearance</p> <p>2.3.1.1. One (1) driver must be assigned for the whole duration of the travel.</p> <p>2.3.1.2. Driver must be fully vaccinated against COVID-19.</p> <p>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.</p> <p>2.3.2. Contract is inclusive of the following:</p> <p>2.3.2.1. Driver's fee;</p> <p>2.3.2.2. Driver's meals;</p> <p>2.3.2.3. Gasoline expenses;</p> <p>2.3.2.4. Toll fees;</p> <p>2.3.2.5. Other miscellaneous expenses that may arise during the travel (i.e., parking charges, etc.); and</p> <p>2.3.2.6. Taxes and other charges.</p> <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:	₱49,000.00
	(Total Amount in Words)		Forty Nine Thousand 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.

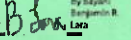
Conforme:


Very Truly Yours,

(Signature over Printed Name of Supplier)

(Date)



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

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>01011012023-11-000881</u>
Funds Available:	<u>PHP 49,000.00</u>	ORS / BURS Date:	<u>NOVEMBER 13, 2023</u>
		Amount:	<u>₱ 49,000.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



10 November 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. RICO S. LIBANG
 President
3RLFD TRANSPORTATION SERVICES
 7 Garnet St., Concepcion Subdivision
 Concepcion I, Marikina City

Dear Mr. Libang,

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 deployment and maintenance within Metro Manila and Cavite
Purchase Request No.	: GAA-23-09-17706
Purchase / Work Order No.	: 23-11-233
Total Contract Price	: Php 49,000.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Forty Nine Thousand Pesos

Upon issuance of this Notice, your company, **3RLFD TRANSPORTATION 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. Digitally signed by Franz A. De Leon
 Director

DATE OF ISSUANCE:

13 NOV 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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

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