



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:	PATRICK MARK CAR CARE CENTER	PO No.:	23-12-274
Address:	47 K-H Ext. Cor. Mapagmahal St., Pinyahan, Quezon City 1100	PO Date:	December 18, 2023
TIN:	268-720-984-00000	Mode of Procurement:	Shopping A

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: **Provided for under description**

Date of Delivery: _____

Payment Term: **Government Terms**

Warranty Term: _____

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	Repair of Toyota Innova 1. GENERAL OVERVIEW 1.1 DOST-ASTI is seeking qualified and competent service provider for the repair of DOST-ASTI Toyota Innova with Property No. 1.1.4. 1.2. The Approved Budget for the Contract is inclusive of all applicable government taxes and services charges. 2. SCOPE OF WORK 2.1. Perform replacement of parts: 2.1.1. Timing Belt Components; 2.1.1.1. Timing Belt 2.1.1.2. Idler/Tensioner Bearing 2.1.1.3. Tensioner Adjuster 2.1.2. Brake Pads; 2.1.2.1. Quantity: 2 pairs of Front Brake Pads 2.1.4. Valve Cover Gasket; 2.1.5. Rack End 2.1.5.1. Left Hand threaded Rack End 2.1.5.2. Right Hand threaded Rack End 2.1.6. Tie Rod 2.1.6.1. Left Hand threaded Tie Rod 2.1.6.2. Right Hand threaded Tie Rod 2.1.7. Injector Seal 2.1.7.1. 4pcs Upper/Big Injector Seal 2.1.7.2. 4pcs Lower/Small Injector Seal 2.1.8. Stabilizer Link 2.1.8.1. Quantity: 2 pcs 2.1.9. Stabilizer Bushing 2.1.9.1. Quantity: 2 pcs 2.2. Perform Wheel Alignment 2.3. Testing and Commissioning 3. OTHER REQUIREMENTS 3.1. Provide a service report or recommendation. 4. DELIVERY AND PAYMENT TERMS	1	P37,700.00	P37,700.00

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>4.1. Repair of DOST-ASTI Toyota Innova must be completed within fifteen (15) working days upon turnover by DOST-ASTI to the service center.</p> <p>4.2. Payment shall be made only upon certification/acceptance by the End-user to the effect that the Services have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for services not yet rendered under this Contract.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	P37,700.00
(Total Amount in Words)			Thirty Seven Thousand Seven 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:

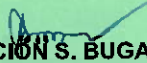
Very Truly Yours,

(Signature over Printed Name of Supplier)


FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

(Date)

Fund Cluster:	<u>DI</u>	ORS / BURS No.: <u>DI101012023-12-001022</u>
Funds Available:	<u>PHP 37,700.00</u>	ORS / BURS Date: <u>DECEMBER 18, 2023</u>
		Amount: <u>P 37,700.00</u>
<p> GAY CONCEPCION S. BUGAGAO Accountant III</p>		



18 December 2023

NOTICE TO PROCEED
 ALTERNATIVE MODE OF PROCUREMENT

Ms. HAZEL MAE A. DELA ROSA
 Manager
PATRICK MARK CAR CARE CENTER
 47 K-H Ext. Cor. Mapagmahal St.
 Pinyahan, Quezon City 1100

Dear Ms. Dela Rosa,

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

Contract Name	: <u>Provision of One (1) Lot Repair of Toyota Innova</u>
Purchase Request No.	: <u>GAA-23-11-18343</u>
Purchase / Work Order No.	: <u>23-12-274</u>
Total Contract Price	: <u>Php 37,700.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <u>Thirty Seven Thousand Seven Hundred Pesos</u>

Upon issuance of this Notice, your company, **PATRICK MARK CAR CARE 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.
 Director

B. De Leon
Digitally signed by Franz A. De Leon, Ph.D.

DATE OF ISSUANCE:

DEC 20 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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