



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:	AMALGATED CAP (ACI) INCORPORATED	PO No.:	ALAM-23-12-019
Address:	ACI IT and Business Center, Dona Carolina Bldg., JP Laurel Ave., Cor. Inigo St., Davao City 8000	PO Date:	December 19, 2023
TIN:	405-635-918-000	Mode of Procurement:	NP-53.10 Lease of Real Property and Venue

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	<p>ONE (1) LOT LEASE OF OFFICE SPACE AND STORAGE UNIT</p> <p>1.GENERAL STATEMENT / BACKGROUND / OBJECTIVES</p> <p>1.1.The DOST-ASTI is seeking a qualified and competent lessor for the lease of office space and storage unit in Davao City pursuant to Section 53.10 (Lease of Real Property and Venue) of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184. Said office space and storage unit shall be used by the Automated Labeling Machine (ALAM) Project Team based in Davao City to conduct research and operations.</p> <p>1.2. The Approved Budget for the Contract is inclusive of all applicable government taxes and charges.</p> <p>2.1.Premises to be leased must be/have:</p> <p>2.1.1.Free and clear of any liens/encumbrances and not subject to/involved in any suit;</p> <p>2.1.2.An area of at least 120 square meters each for office space and storage unit, in one (1) building;</p> <p>2.1.3.Accessible via public and private transportation;</p> <p>2.1.4.Good air-conditioning system;</p> <p>2.1.5.Main meter and/or sub-meter for electrical and water supply exclusively;</p> <p>2.1.6.Provision for internet and telephone lines;</p> <p>2.1.7.Sufficient supply of usable water in the building;</p> <p>2.1.8.Power provision of at least 110kVA;</p> <p>2.1.9.Backup power or generator set;</p> <p>2.1.10.Sufficient and in good working condition electrical fixtures such as lighting fixtures and convenience outlets.;</p> <p>2.1.11.Secured entry and space with 24/7 security personnel and CCTV surveillance;</p> <p>2.1.12.Janitorial services for common areas;</p> <p>2.1.13.Updated payment of real property taxes</p>	1	P1,242,118.32	P1,242,118.32

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>and assessments, etc.;</p> <p>2.1.14. Comfort rooms with working fixtures such as lavatory, bidet, and water closet for both males and females.;</p> <p>2.1.15. Elevator or lift to transport staff between levels;</p> <p>2.1.16. In compliance with RA 9514 (Fire Code of the Philippines); and</p> <p>2.1.17. Parking space and service areas.</p> <p>2.2. Lessor shall:</p> <p>2.2.1. Keep a quiet and peaceful possession of the leased premises during the term of the lease; and</p> <p>2.2.2. In case of a change in ownership of the leased premises, the lease shall not be affected.</p> <p>2.3. Term of Lease</p> <p>2.3.1. The basic term of lease of contract shall be for six (6) months only.</p> <p>2.3.2. The Procuring Entity (PE) may renew its lease contract subject to the Guidelines on Renewal of Regular and Recurring Services. If it does not, then the PE should procure a new lease contract in accordance with Section 53.10 of the 2016 revised IRR of RA No. 9184.</p> <p>3. PAYMENT AND DELIVERY TERMS</p> <p>3.1. Unit shall be made available for inspection, sanitized and cleaned, and ready for occupancy within ten (10) calendar days upon issuance of Notice to Proceed.</p> <p>3.2. A single advance payment not to exceed fifty percent (50%) of the contract amount shall be allowed pursuant to Section 4.3 of Annex "D" or Contract Implementation Guidelines for the Procurement of Goods, Supplies, and Materials of the 2016 revised IRR of RA No. 9184. Said advance payment shall be consumed, as monthly rental, in the last three (3) months of the contract's duration.</p> <p>3.3. Lease payment shall be made, on a monthly basis, in the succeeding months, upon submission of billing.</p> <p>3.4. Monthly payment of lease is inclusive of government taxes and other applicable charges.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	₱1,242,118.32
(Total Amount in Words)		One Million Two Hundred Forty Two Thousand One Hundred Eighteen Pesos and Thirty Two Centavos 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:

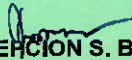
Very Truly Yours,

(Signature over Printed Name of Supplier)


FRANZ A. DE LEON, Ph.D. *B. De Leon*
 Director, DOST-ASTI

(Date)

Digitally signed by Franz A. De Leon

Fund Cluster:	<u>07</u>	ORS / BURS No.:	<u>073086012023-12-000411</u>
Funds Available:	<u>PHP 1,242,118.32</u>	ORS / BURS Date:	<u>DECEMBER 20, 2023</u>
		Amount:	<u>₱ 1,242,118.32</u>
 <u>GAY CONCEPCION S. BUGAGAO</u> Accountant III			



19 December 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Ms. FEDERICA C. DELA CRUZ
 Business Unit - Leasing
AMALGATED CAP (ACI) INCORPORATED
 ACI IT and Business Center, Dona Carolina Bldg.
 JP Laurel Ave., Cor. Inigo St.
 Davao City 8000

Dear Ms. Dela Cruz,

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

Contract Name	: Provision of One (1) Lot Lease of Office Space and Storage Unit
Purchase Request No.	: ALAM-23-11-18287
Purchase / Work Order No.	: ALAM-23-12-019
Total Contract Price	: Php 1,242,118.32
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Million Two Hundred Forty Two Thousand One Hundred Eighteen Pesos and Thirty Two Centavos

Upon issuance of this Notice, your company, **AMALGATED CAP (ACI) INCORPORATED** 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@astl.dost.gov.ph.

Respectfully,

FRANZ A. DE LEON, Ph.D.
 Director

Digitally signed by Franz A. De Leon

DATE OF ISSUANCE:

DEC 21 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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 REV 2 / 05 October 2023