



**PURCHASE ORDER**

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

<b>Supplier:</b>	MARIA AVE RENT A-CAR	<b>PO No.:</b>	ALAM-24-03-001
<b>Address:</b>	Gold St. Corner, Bronze St., Rafael Village, Barangay 10-A, Davao City, 6000	<b>PO Date:</b>	March 07, 2024
<b>TIN:</b>	930-199-515-000	<b>Mode of Procurement:</b>	NP-53.9 Small Value Procurement

Gentleman:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery:</b>	ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101	<b>Delivery Term:</b>	Provided for under description
<b>Date of Delivery:</b>	_____	<b>Payment Term:</b>	Government Terms
		<b>Warranty Term:</b>	_____

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>Vehicle Rental of Project Personnel during the Hauling/Transfer of Project Equipment</p> <p>1.GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute is seeking qualified and competent bidders for the Vehicle Rental of personnel during the transport/hauling of project equipment/materials from Center for the Advancement of Research in Mindanao (CARIM) Phase II, University of the Philippines Mindanao, Mintal, Tugbok, Davao City to Pryce Tower Condominium Corporation, Pryce Business Park, JP Laurel Avenue, Davao City, and vice versa.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. A total of two (2) vans will be used for the whole duration of the hauling/transporting of project equipment. The hauling will be done in two (2) days and one (1) van will be used per day.</p> <p>2.2. Locations are CARIM II Building, University of the Philippines Mindanao, Mintal, Tugbok, Davao City and Pryce Tower Condominium Corporation, Pryce Business Park, JP Laurel Avenue, Davao City, and vice versa.</p> <p>2.3. Rate includes vehicle rental costs, tax charges, fuel, and driver fees, bank charges, and all other charges related to the rental.</p> <p>2.3.1. At least eight (8)-seater van;</p> <p>2.3.2. The rate should be on a per-van basis; and</p> <p>2.3.3. Target Schedule of Hauling: On or before 15 March 2024.</p>	1	₱8,000.00	₱8,000.00

	<p><b>3. PAYMENT AND DELIVERY TERMS</b></p> <p>Service shall commence upon issuance of Notice to Proceed.</p> <p>Target Schedule of Hauling: On or before 15 March 2024</p> <p>The final schedule of van rental will depend on the schedule of the hauling of equipment.</p> <p>Payment shall be made at least one (1) month after the services are rendered. Payment will be in the form of bank transfer, particularly LDDAP; thus, bank charges may apply.</p>			
			<b>TOTAL:</b>	<b>P8,000.00</b>
<b>(Total Amount in Words)</b>			<b>Eight Thousand Pesos Only</b>	

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,

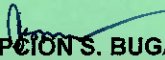
\_\_\_\_\_

(Signature over Printed Name of Supplier)

\_\_\_\_\_

(Date)

  
**FRANZ A. DE LEON, Ph.D.** Digitally signed by Franz A. De Leon  
 Director, DOST-ASTI

<b>Fund Cluster:</b>	01	ORS / BURS No.: 07308602024-03-000050
<b>Funds Available:</b>	PHP 8,000.00	ORS / BURS Date: MARCH 11, 2024
		Amount: ₱ 8,000.00
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III		



07 March 2024

**NOTICE TO PROCEED**  
 ALTERNATIVE MODE OF PROCUREMENT

**Mr. AVELINO E. MONTECALVO Jr.**  
 Manager  
**MARIA AVE RENT A-CAR**  
 Gold St. Corner, Bronze St., Rafael Village,  
 Barangay 10-A, Davao City, 6000

Dear Mr. Montecalvo,

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

	<b>Contract Name</b>	: <b>Supply and Delivery of One (1) Lot Vehicle Rental of Project Personnel during the Hauling/Transfer of Project Equipment</b>
	<b>Purchase Request No.</b>	: <b>ALAM-24-02-18697</b>
	<b>Purchase / Work Order No.</b>	: <b>ALAM-24-03-001</b>
	<b>Total Contract Price</b>	: <b>₱8,000.00</b>
<b>(inclusive of taxes, import duties and all other charges or fees)</b>		
	<b>Total Contract Price in Words</b>	: <b>Eight Thousand Pesos</b>

Upon issuance of this Notice, your company, **MARIA AVE RENT A-CAR** 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 MAR 2024**

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](http://www.asti.dost.gov.ph)  
 Email : [info@asti.dost.gov.ph](mailto:info@asti.dost.gov.ph)

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 Fax No. : +632 8426-9764

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