



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

<b>Supplier:</b>	<b>JOPONS RENT A CAR</b>	<b>PO No.:</b>	<b>ALAM-24-03-003</b>
<b>Address:</b>	<b>#5 Limousine St., Sarphil Vill., Bajada, Davao City 8000</b>	<b>PO Date:</b>	<b>March 22, 2024</b>
<b>TIN:</b>	<b>431-974-703-000</b>	<b>Mode of Procurement:</b>	<b>NP-53.9 Small Value Procurement</b>

Gentleman:

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

<b>Place of Delivery:</b>	<b>Units 097 and 077 (9th and 7th floors) of Pryce Tower Condominium Corporation, Pryce Business Park, JP Laurel Avenue, Davao City</b>	<b>Delivery Term:</b>	<b>Per end-user's schedule</b>
<b>Date of Delivery:</b>	_____	<b>Payment Term:</b>	<b>Government Terms</b>
		<b>Warranty Term:</b>	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p><b>Vehicle Rental for Transportation of Project Equipment/Supplies/Materials/ Furniture and Fixture</b></p> <p><b>1. GENERAL STATEMENT / BACKGROUND / OBJECTIVES</b></p> <p>1.1. The Advanced Science and Technology Institute is seeking qualified and competent bidders for Vehicle Rental for the Hauling of Project Equipment, Supplies, and Materials in the Center for the Advancement of Research in Mindanao (CARIM) Phase II, University of the Philippines Mindanao, Mintal, Tugbok, Davao City.</p> <p>1.2. For successful transfer of the equipment, the supplies, materials and equipment of the project need to be loaded, hauled, and transported to the Units 097 and 077 (9th and 7th floors) of Pryce Tower Condominium Corporation, Pryce Business Park, JP Laurel Avenue, Davao City.</p> <p>1.3. The Approved Budget for the Contract is inclusive of all applicable government taxes and service charges.</p> <p><b>2. FUNCTIONAL AND TECHNICAL SPECIFICATIONS</b></p> <p>Wing Van that can transport furniture, supplies, materials, and various office equipment from the origin to the destination.</p> <p>The total allocation is estimated based on the volume of goods for transportation, fuel costs, and labor services. However, the final cost will be based on the actual cost of hauling and transportation within the total allocated budget.</p> <p>Rate must include laborers and materials needed</p>	1	P60,000.00	P60,000.00

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>for the packing and hauling of the equipment/ supplies/materials.</p> <p>Rate includes laborers that will load, unload, and transport the equipment and furniture from the origin to the destination.</p> <p>Target schedule of hauling: On or before 15 March 2024</p> <p>Origin: CARIM II Building, University of the Philippines Mindanao, Mintal, Tugbok, Davao City</p> <p>Destination: Units 097 and 077 (9th and 7th floors) Pryce Tower Condominium Corporation, Pryce Business Park, JP Laurel Avenue, Davao City</p> <p>Suppliers must submit price quotations with three (3) months validity.</p> <p>Rate inclusive of all charges related to the procurement such as materials, labor, taxes, bank charges and any other related charges applicable.</p> <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>Payment will 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> <p>(Please see attached quotation.)</p>		
		<b>TOTAL:</b>	<b>P60,000.00</b>
<b>(Total Amount in Words)</b>		<b>Sixty 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)

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

Digitally signed by Bayani Benjamin R. Lara

\_\_\_\_\_  
(Date)

<b>Fund Cluster:</b>	07	ORS / BURS No.: 07308606024-03-000073
<b>Funds Available:</b>	PHP 60,000.00	ORS / BURS Date: MARCH 22, 2024
<p style="text-align: center;"> <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III</p>		Amount: ₱ 60,000.00



22 March 2024

**NOTICE TO PROCEED**  
**ALTERNATIVE MODE OF PROCUREMENT**

**Mr. ANTONIO LUIS BALAGOT**  
 Office Associate  
**JOPONS RENT A CAR**  
 #5 Limousine St., Sarphil Vill.  
 Bajada, Davao City 8000

Dear Mr. Balagot,

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 for Transportation of Project Equipment/Supplies/ Materials/ Furniture and Fixture</b>
	<b>Purchase Request No.</b>	: <b>ALAM-24-02-18696</b>
	<b>Purchase / Work Order No.</b>	: <b>ALAM-24-03-003</b>
	<b>Total Contract Price</b>	: <b>P60,000.00</b>
<b>(inclusive of taxes, import duties and all other charges or fees)</b>		
	<b>Total Contract Price in Words</b>	: <b>Sixty Thousand Pesos</b>

Upon issuance of this Notice, your company, **JOPONS 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.**  
 Director

Digitally signed  
 by Franz A. De Leon  
 DN: cn=Benjamin R. Lara

DATE OF ISSUANCE:

March 25, 2024

RECEIVED BY:

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Date and Time