



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:	UBQTY INC.	PO No.:	24-03-041
Address:	Rm 201 Puno Bldg. 336 Roosevelt Ave., San Francisco Del Monte Ave., Quezon City 1630	PO Date:	March 21, 2024
TIN:	009-118-465-000	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>Procurement of Training Services on Information Technology Infrastructure Library (ITIL) Procurement of Training Services on Information Technology Infrastructure Library (ITIL)</p> <p>1. Scope 1.1. The training courses should aim at (1) providing participants a background on ITIL; and (2) confirmation of knowledge through an IT management simulation. 1.2. The maximum number of participants for each session is 40 persons.</p> <p>2. Methodology 2.1. The trainer/s should be an expert in the field. The training provider must submit a copy of the CV of potential resource upon submission of quotation. 2.2. The training provider should be flexible to conduct on-site and off-site training. Should the work-from-home scheme still apply at the agreed time of the training, the training provider should be able to conduct the training online. 2.3. To ensure maximum learning experience, lectures and group exercises should be utilized. 2.4. Materials such as handouts could be provided. Softcopy and/or printed copies are accepted. 2.5. Training certificates should be provided.</p> <p>3. Schedule 3.1. Tentative Schedule: 3.1.1. The training is preferred to run for one (1) day within the week the first or second week of April 2024 or any date within the year as agreed between the provider and the client.</p> <p>4. Payment Terms 4.1. Payment shall be made upon completion of</p>	1	P82,199.96	P82,199.96

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


	the training courses, subject to Government Terms and Conditions. (Please see attached quotation.)		
		TOTAL:	₱82,199.96
(Total Amount in Words)		Eighty-Two Thousand One Hundred Ninety-Nine Pesos and Ninety-Six 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,

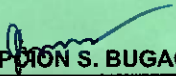
(Signature over Printed Name of Supplier)



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

Digitally signed
by Benjamin R. Lara

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011011012024-03-000186</u>
		ORS / BURS Date:	<u>MARCH 25, 2024</u>
Funds Available:	<u>₱ 82,199.96</u>	Amount:	<u>₱ 82,199.96</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



21 March 2024

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. PABLO LEONARDO DELIMA YAMBOT
 Managing Director
UBQTY INC.
 Rm 201 Puno Bldg. 336 Roosevelt Ave.
 San Francisco Del Monte Ave.
 Quezon City 1630

Dear Mr. Yambot,

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

	Contract Name	:	Procurement of One (1) Lot Training Services on Information Technology Infrastructure Library (ITIL)
	Purchase Request No.	:	GAA-24-02-18730
	Purchase / Work Order No.	:	24-03-041
	Total Contract Price	:	P82,199.96
(inclusive of taxes, import duties and all other charges or fees)			
	Total Contract Price in Words	:	Eighty-Two Thousand One Hundred Ninety-Nine Pesos and Ninety-Six Centavos

Upon issuance of this Notice, your company, **UBQTY INC.** 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=Franz A. De Leon, o=ASTI, ou=ASTI, email=franz@asti.dost.gov.ph

DATE OF ISSUANCE:

APR 01 2024

RECEIVED BY:

Signature over Printed Name

Date and Time

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 Fax No. : +632 8426-9764

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