



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:	REX PRINTING COMPANY, INC.	PO No.:	SAR-AIS-24-04-003
Address:	84 P. Florentino, Matalahib 1, Quezon City 1114	PO Date:	April 19, 2024
TIN:	000-368-509-000	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:	Provided for under description
Date of Delivery:	_____	Payment Term:	Government Terms
		Warranty Term:	_____

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	Printing of Book 1. General Statement / Background / Objectives 1.1. DOST-ASTI is seeking qualified and competent bidder for the Printing of the SARwAIS Project's Book. 1.2. The Approved Budget for the Contract is inclusive of government taxes and all other applicable charges. 2. Functional / Technical Specifications 2.1. The provider will be responsible for the pre-production preparation, printing, and delivery of the SARwAIS Project's Book and any other related items. 2.2. Quantity and Size 2.2.1. Total Number of Copies: Two hundred (200) copies 2.2.1.1. Breakdown of Sizes per Copy: 2.2.1.1.1. Regular Book Release: One hundred eighty (180) copies of 18 cm by 18 cm 2.2.1.1.2. Limited Edition Book Release: Twenty (20) copies of 25 cm by 25 cm 2.3. Book Print Specifications 2.3.1. Process: Offset print 2.3.2. Color separation included 2.3.3. Binding: Hardbound (Preferably Smythe perfect hardbound) 2.3.4. Book Pages (Regular and Limited-Edition) 2.3.4.1. Number of Pages: Maximum of one hundred (100) pages exclusive of front and back cover 2.3.4.2. Inside Pages: Full color Coated-2-Sides (C2S) 100 2.3.5. Book Cover (Regular and Limited-Edition) 2.3.5.1. Full color Coated-2-Sides (C2S) 120 mounted on Chipboard 30 2.3.5.2. Matte lamination on one side for front and	1	₱180,813.00	₱180,813.00

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>back cover</p> <p>2.4. Proofing</p> <p>2.4.1. Layout and revisions will be sent to the provider electronically in PDF and/or other file types as agreed by end-user and supplier.</p> <p>2.4.2. During the proofing stage the print color proofs should be delivered to DOST-ASTI within five (5) calendar days after the provider has received the layout revisions.</p> <p>2.4.3. Maximum of three (3) revisions with Full Color Full Size Computer-to-Plate (CTP) proofs per revision.</p> <p>2.4.4. Print color proofs should, as much as possible, use the specified paper to be used for actual print production.</p> <p>2.5. Others</p> <p>2.5.1. The provider undertakes that it will not violate and/or infringe on any third-party intellectual property rights in the course of production of the publication.</p> <p>2.5.2. The provider is responsible as to the quality of the printing and binding of the book. Any and all defective copies will be replaced by the provider at no additional cost to DOST-ASTI.</p> <p>2.5.3. The provider must provide breakdown of prices, specifically of the a) regular book release and b) limited edition book release upon submission of quotation/proposal.</p> <p>3. Delivery and Payment</p> <p>3.1. Delivery must be made within fifteen (15) calendar days upon approval of final proof.</p> <p>3.2. The bid price shall be inclusive of taxes and all other related charges.</p> <p>3.3. Prescribed government terms.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	P180,813.00
(Total Amount in Words)			One Hundred Eighty Thousand Eight Hundred Thirteen 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:

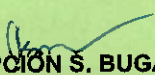
Very Truly Yours,

(Signature over Printed Name of Supplier)



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

(Date)

Fund Cluster:	07	ORS / BURS No.: 073086012024-04-000116
Funds Available:	Php 180,813.00	ORS / BURS Date: APRIL 22, 2024
		Amount: ₱ 180,813.00
<p style="text-align: center;"> _____ GAY CONCEPCION S. BUGAGAO Accountant III</p>		



19 April 2024

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. JONATHAN M. DIAZ
 Sales Consultant
REX PRINTING COMPANY, INC.
 84 P. Florentino, Matalahib 1
 Quezon City 1114

Dear Mr. Diaz,

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

Contract Name	: Supply and Delivery of One (1) Lot Printing of Book
Purchase Request No.	: SAR-AIS-24-03-18900
Purchase / Work Order No.	: SAR-AIS-24-04-003
Total Contract Price	: P180,813.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Hundred Eighty Thousand Eight Hundred Thirteen Pesos

Upon issuance of this Notice, your company, **REX PRINTING COMPANY, 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
 Bayani Benjamin
 R. Lara

DATE OF ISSUANCE:

April 23, 2024

RECEIVED BY:

 Signature over Printed Name

 Date and Time



17 April 2024

NOTICE OF AWARD
ALTERNATIVE MODE OF PROCUREMENT

Mr. JONATHAN M. DIAZ
 Sales Consultant
REX PRINTING COMPANY, INC.
 84 P. Florentino, Matalahib 1
 Quezon City 1114

Dear Mr. Diaz,

This Notice of Award is hereby issued for the following procurement details and item/s below:

Purchase Request No.	: <u>SAR-AIS-24-03-18900</u>
Purchase Request Date	: <u>19 March 2024</u>
Date of Submission of Bids	: <u>01 April 2024</u>
Date of Opening of Bids	: <u>01 April 2024</u>
Total Bid Offer Price	: <u>₱180,813.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Bid Offer Price in Words	: <u>One Hundred Eighty Thousand Eight Hundred Thirteen Pesos</u>

Item/s.

- **One (1) Lot Printing of Book**

Upon the recommendation of the Bids and Awards Committee (BAC), the abovementioned items have been awarded to you in accordance with your bid offer submitted to Advanced Science and Technology Institute (ASTI).

Please acknowledge acceptance of this Notice by signing in the space provided below and return it to us within two (2) working days upon receipt. Should you have any questions or clarifications, you may coordinate with our BAC Secretariat through email at bac-sec@asti.dost.gov.ph.

Respectfully,
 Digitally signed
 by Bayani Benjamin R. Lara
 Benjamin R. Lara
BAYANI BENJAMIN R. LARA
 BAC Chairperson

Approved By:
 Digitally signed
 by De Leon
 Franz Asunta
FRANZ A. DE LEON, Ph.D.
 Director

ACKNOWLEDGEMENT

I hereby acknowledge receipt of this Notice on: April 18, 2024
 Name of Representative of the Bidder: Jonathan M. Diaz
 Signature of the Representative of the Bidder: [Signature]

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 Fax No. : +632 8426-8704

ASTI-FM 03-15
 REV 2 / 05 October 2023