



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>J8'S TRADING</b>	<b>PO No.:</b>	<b>24-05-093</b>
<b>Address:</b>	<b>Unit A Blk 3 Lot 8 Capitoline Hills St., BF Resort Village, Talon Dos</b>	<b>PO Date:</b>	<b>May 14, 2024</b>
<b>TIN:</b>	<b>305-937-096-00000</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>ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101</b>	<b>Delivery Term:</b>	<b>Thirty (30) calendar days upon issuance of NTP</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>Replacement of LCD Screen for HP Pavillion X360 Convertible PC with installation</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider for the replacement of defective laptop screen. The replacement of the said defective laptop screen includes provision of PARTS and LABOR.</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 13.3" diagonal FHD IPS UWVA WLED-backlit multitouch-enabled edge-to-edge glass (1920 x 1080) screen.</p> <p>2.2. Includes labor and materials for screen installation.</p> <p>3. Warranty</p> <p>3.1. At least one (1) year warranty on parts.</p> <p>3.2. At least three (3) months warranty on labor.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1. The item must be delivered within thirty (30) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>4.2. The service provider who is qualified must have diagnosed the mentioned laptop before participating in the bid activity.</p> <p>4.3. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	2	₱9,540.00	₱19,080.00
2	Lot	<p><b>Repair of HP PRO BOOK 440 G7 laptop not turning on</b></p> <p>1. GENERAL OVERVIEW</p>	1	₱15,400.00	₱15,400.00

*Semi Expendable - ICT EQUIP*

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>1.1. DOST-ASTI is looking for a qualified and competent service provider to repair a defective laptop. The repair of said defective laptop includes PARTS and LABOR.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Board repair</p> <p>2.1.1. Replace mofettes</p> <p>2.1.2. Repair burn parts</p> <p>2.2. Includes labor and materials.</p> <p>3. Warranty</p> <p>3.1. At least one (1) year warranty on parts.</p> <p>3.2. At least three (3) months warranty on labor.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1. The item must be delivered within thirty (30) calendar days upon issuance of NTP.</p> <p>4.2. The service provider who is qualified must have diagnosed the mentioned laptop before participating in the bid activity.</p> <p>4.3. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
3	Lot	<p><b>RAM for Lenovo ThinkPad L390</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider for the Supply and Delivery of One (1) Lot of Laptop Memory, specifically RAM.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Single stick of 8 GB DDR4</p> <p>2.2. 2400MHz frequency</p> <p>3. Warranty</p> <p>3.1. At least one (1) year warranty on parts.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1. The item must be delivered within thirty (30) calendar days upon issuance of NTP.</p> <p>4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	₱3,674.00	₱3,674.00
4	Lot	<p><b>RAM for Lenovo ThinkPad E14</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is looking for a qualified and competent service provider for the Supply and Delivery of One (1) Lot of Laptop Memory, specifically RAM.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Single stick of 16GB DDR4</p> <p>2.2. 2666 MHz frequency</p>	1	₱6,204.00	₱6,204.00

		<p>3. Warranty 3.1. At least one (1) year warranty on parts.</p> <p>4. DELIVERY AND PAYMENT TERMS 4.1. The item must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
5	Lot	<p><b>SSD and RAM for Lenovo ThinkPad E480</b> 1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider for the Supply and Delivery of One (1) Lot of SSD and Laptop Memory / RAM. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. SSD 2.1.1. 500GB capacity 2.1.2. SATA 2.5-inch form factor 2.2. RAM 2.2.1. single stick of 16 GB DDR4 2.2.2. 2133 MHz frequency</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts.</p> <p>4. DELIVERY AND PAYMENT TERMS 4.1. The item must be delivered within thirty (30) calendar days upon issuance of NTP. 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	1	P9,108.00	P9,108.00 <i>semi-dependable - ICT equipment</i>
6	Lot	<p><b>RAM and Keyboard for Lenovo ThinkPad E490</b> 1. GENERAL OVERVIEW 1.1. DOST-ASTI is looking for a qualified and competent service provider for the Supply and Delivery of One (1) Lot of Keyboard and Laptop Memory / RAM. 1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. Keyboard 2.1.1. Embedded laptop keyboard for Lenovo ThinkPad E490 2.1.2. US Keyboard layout 2.2. RAM 2.2.1. Two (2) sticks of 8 GB DDR4 2.2. 2. 2400 MHz frequency</p> <p>3. Warranty 3.1. At least one (1) year warranty on parts.</p> <p>4. DELIVERY AND PAYMENT TERMS 4.1. The item must be delivered within thirty (30)</p>	1	P10,725.00	P10,725.00

calendar days upon issuance of NTP.  
4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the end-user. No payment shall be made for the supplies and materials not yet delivered under this contract.

(Please see attached quotation.)

**TOTAL: P64,191.00**


**(Total Amount in Words)**

**Sixty-Four Thousand One Hundred Ninety-One Pesos Only**

Conforme:

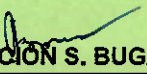
Very Truly Yours,

\_\_\_\_\_  
(Signature over Printed Name of Supplier)

  
**FRANZ A. DE LEON, Ph.D.**

\_\_\_\_\_  
Director, DOST-ASTI

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

<b>Fund Cluster:</b>	<u>01</u>	<b>ORS / BURS No.:</b>	<u>01101012024-05-000343</u>
<b>Funds Available:</b>	<u>Php 64,191.00</u>	<b>ORS / BURS Date:</b>	<u>MAY 15, 2024</u>
		<b>Amount:</b>	<u>₱ 64,191.00</u>
  <b>GAY CONCEPCION S. BUGAGAO</b> _____ Accountant III			



14 May 2024

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

**Mr. JESSIE T. AMARO**  
 Owner  
**J8'S TRADING**  
 Unit A Bk 3 Lot 8 Capitoline Hills St.  
 BF Resort Village, Talon Dos  
 Las Piñas City 1747

Dear Mr. Amaro,

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

	<b>Contract Name</b>	:	<b>Supply and Delivery of Two (2) Lots Replacement of LCD Screen for HP Pavillion X360 Convertible PC with installation and Other Items</b>
	<b>Purchase Request No.</b>	:	<b>GAA-24-04-19057</b>
	<b>Purchase / Work Order No.</b>	:	<b>24-05-093</b>
	<b>Total Contract Price</b>	:	<b>P64,191.00</b>
<b>(inclusive of taxes, import duties and all other charges or fees)</b>			
	<b>Total Contract Price in Words</b>	:	<b>Sixty-Four Thousand One Hundred Ninety-One Pesos</b>

Upon issuance of this Notice, your company, **J8'S TRADING** 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

DATE OF ISSUANCE:

May 20, 2024

RECEIVED BY:

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

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