



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



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

PURCHASE ORDER

Supplier:	GIBMA ENGINEERING SERVICES	PO No.:	24-06-146
Address:	93 Kalikasan St., Karangalan Vill. Ph. 2A, Manggahan, Pasig City 1611	PO Date:	June 26, 2024
TIN:	106-459-911-000	Mode of Procurement:	Competitive Bidding

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	<p>Engineering Consultancy Service for Structural Integrity Assessment and Repainting Estimates of DOST-ASTI Building</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Engineering Consultancy Service for a) Structural Integrity Assessment and b) Repainting Estimates of DOST-ASTI Building.</p> <p>1.2. Work shall include supervision, delivery, and services necessary to properly conduct and implement the works.</p> <p>1.3. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and other charges, broken down as follows:</p> <p>1.3.1. STRUCTURAL INTEGRITY ASSESSMENT OF DOST-ASTI BUILDING – ₱998,000.00 (Bid Amount: ₱997,995.60)</p> <p>1.3.2. REPAINTING ESTIMATES – ₱100,000.00 (Bid Amount: ₱99,999.20)</p> <p>1.4. Breakdown of quotations must be within the ABC per service, must be submitted by the CONSULTANT.</p> <p>2. LOCATION</p> <p>2.1. DOST-ASTI Bldg., UP Technology Park Complex, C.P. Garcia Avenue, Diliman, Quezon City, Philippines 1101</p> <p>3. DELIVERY AND PROJECT DURATION</p> <p>3.1. The project duration covering the Structural Integrity Assessment and Repainting Estimates of DOST-ASTI Building shall be for a period of ninety days (90) calendar days upon the issuance of Notice to Proceed.</p> <p>3.2. The CONSULTANT shall provide a draft work plan shown in Gantt Chart for a schedule of</p>	1	P1,097,994.80	P1,097,994.80

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

activities and deliveries.

3.3. Any request for delivery and time extension shall be for valid reasons or of unforeseen circumstances subject to approval, in writing, by DOST-ASTI. Work will be scheduled on or after office hours, and during weekends, and/or holidays duly approved by the end.

4. QUALIFICATIONS

4.1. The CONSULTANT shall be an engineering/consulting firm registered with SEC or DTI, owned and managed by professionals qualified to work in the fields of engineering and allied services. The CONSULTANT must have at least three (3) years' experience in similar or related work to the project and must have completed at least three (3) similar projects in the last three (3) years.

4.2. The Project-In-Charge shall serve as the representative of the CONSULTANT. All communications with the CONSULTANT shall be through the Project-In-Charge. The Project-In-Charge must be a duly licensed Architect or Civil engineer, with a master's degree, with at least three (3) years' experience in similar or related work to the project.

4.3. The CONSULTANT shall have at least two (2) designated staff, with a valid Civil Engineer license and with at least two (2) years' experience in similar or related work to the project, assigned to the DOST-ASTI for the completion of the project.

4.4. The CONSULTANT shall have at least one (1) designated staff, with a valid Architect license and with at least two (2) years' experience in similar or related work to the project, assigned to the DOST-ASTI for the completion of the project.

5. CONSULTANCY SERVICES

5.1 Structural Integrity Assessment

5.1.1. General Requirements

5.1.1.1. The CONSULTANT shall strictly comply with the General Requirements stipulated in the Term of Reference (TOR).

5.1.2. Scope of Works

5.1.2.1. Site Inspection and As-built Verification

5.1.2.1.1. Site Inspection

5.1.2.1.2. As-built Verification

5.1.2.1.3. As-built Plans and Drawings

5.1.2.2. Structural Test and Geotechnical Investigation

5.1.2.2.1. Reinforcing Bar Scanning

5.1.2.2.2. Rebound Hammer Test

5.1.2.2.3. Foundation Probing Test

5.1.2.2.4. Geotechnical Investigation

5.1.2.2.5. Rehabilitation

5.1.2.3. Structural Assessment/Analysis

5.1.2.4. Structural Retrofitting and Reports (If found necessary)

5.1.2.5. Details are stipulated in the TOR.

5.1.3. Deliverables

5.1.3.1. The CONSULTANT must submit the following documents within fifteen (15) calendar days after commencement of service.

5.1.3.1.1. Site Inspection and As-built Verification

5.1.3.1.1.1. Site Inspection Report – Three (3)

sets

5.1.3.1.1.2. Structural As-built Plans and Drawings – Three (3) sets of 20"x30" duly signed and sealed hard copy and one (1) set of CAD format soft copy/file

5.1.3.1.1.3. Final Work Plan, List of Manpower, List of Tools and Equipment, Minutes of the Meeting (MOM)

5.1.3.2. The CONSULTANT must submit the following documents duly signed and sealed within forty (40) calendar days upon submission of documents/report of Site Inspection and As-built Verification.

5.1.3.2.1. Structural Test and Geotechnical Investigation

5.1.3.2.1.1. Reinforcing Bar Scanning Report

5.1.3.2.1.2. Rebound Hammer Test Report

5.1.3.2.1.3. Foundation Probing Test Report

5.1.3.2.1.4. Geotechnical Investigation Report

5.1.3.3. The CONSULTANT must submit the following documents duly signed and sealed within thirty (30) calendar days upon submission of documents/reports of Structural Test and Geotechnical Investigation.

5.1.3.3.1. Structural Assessment/Analysis

5.1.3.3.1.1. Structural Assessment Report

5.1.3.3.1.2. Structural Calculations and Specifications

5.1.3.3.1.3. Structural Stability Certificate or Report of Inadequacy

5.1.3.4. The CONSULTANT must submit the following documents duly signed and sealed together with the submission of documents/reports of Structural Assessment/Analysis.

5.1.3.4.1. Structural Retrofitting and Reports (if found necessary)

5.1.3.4.1.1. Structural Retrofitting Analysis and Design

5.1.3.4.1.2. Complete structural drawings and applicable technical specifications required for tender and construction implementation.

5.2. Repainting Estimates

5.2.1. General Requirements

5.2.1.1. The CONSULTANT shall strictly comply with the General Requirements stipulated in the TOR.

5.2.2. Scope of Works

5.2.2.1. Conduct of Site Inspection

5.2.2.2. Conduct of Actual Dimensioning

5.2.2.3. Preparation of Contract Documents

5.2.2.4. Details are stipulated in the TOR.

5.2.3. Deliverables

5.2.3.1. The CONSULTANT shall prepare and submit technical and documentary requirements needed for the repainting, such as but not limited to:

5.2.3.1.1. Site Investigation

5.2.3.1.2. Detailed Area Measurement and Estimates

5.2.3.1.3. Program of Works

5.2.3.1.4. Construction Schedule

5.2.3.1.5. Bill of Materials, Quantity and Cost Estimates

5.2.3.1.6. Term of Reference (TOR) and Technical Specifications

5.2.3.2. The CONSULTANT must submit the listed

documents above duly signed and sealed within thirty (30) calendar days after commencement of service.

6. PROJECT CONDITIONS

6.1. Site Access: The CONSULTANT shall provide a list of service personnel, tools, and equipment's needed for the project. Any personnel not listed shall not gain access to the site.

6.2. Occupied Premises: The building undergoing Structural Assessment is occupied. Take necessary precautions to ensure the safety and comfort of the occupants throughout the project.

6.3. Weather Considerations: Prepare for potential weather-related delays and take appropriate measures to protect materials from adverse weather conditions.

7. PROGRESS PAYMENT

7.1. The CONSULTANT is expected to provide a summary of their fixed fees and expenses for the conduct of "Engineering Consultancy Service for Structural Integrity Assessment and Repainting Estimates of DOST-ASTI Building". The maximum cost of this service contract is for Philippines Pesos: One Million Ninety-Seven Thousand Nine Hundred Ninety-Four Pesos and Eighty Centavos (Php 1,097,994.80), broken down as follows:

7.1.1. STRUCTURAL INTEGRITY ASSESSMENT OF DOST-ASTI BUILDING – (Php 997,995.60)

7.1.2. REPAINTING ESTIMATES – (Php 99,999.20)

7.2. The Procuring Entity shall pay the CONSULTANT based on the following payment schedule:

7.2.1. Structural Integrity Assessment of DOST-ASTI Building

7.2.1.1. Twenty Percent (20%) of the Contract Price for STRUCTURAL INTEGRITY ASSESSMENT OF DOST-ASTI BUILDING upon delivery and acceptance of its Deliverables of Site Inspection and As-built Verification (5.1.3.1.);

7.2.1.2. Forty Percent (40%) of the Contract Price for STRUCTURAL INTEGRITY ASSESSMENT OF DOST-ASTI BUILDING upon delivery and acceptance of its Deliverables of Structural Test and Geotechnical Investigation (5.1.3.2.);

7.2.1.3. Forty Percent (40%) of the Contract Price for STRUCTURAL INTEGRITY ASSESSMENT OF DOST-ASTI BUILDING upon delivery and acceptance of its Deliverables on Structural Assessment/Analysis (5.1.3.3.) and Structural Retrofitting and Reports (if found necessary) (5.1.3.4.).

7.2.2. Repainting Estimates

7.2.2.1. One-time payment of the Contract Price for Repainting Estimates upon delivery and acceptance of the complete Repainting Estimates Deliverables (5.2.3.1.).

8. OTHER TERMS AND CONDITION

8.1. The CONSULTANT shall not release any information or data obtained in the course of this consultancy to any person or entity without written consent from DOST-ASTI.

	<p>8.2. All intellectual property, including studies, estimates, specifications, documents, reports, or other materials, models, spreadsheets, or otherwise, prepared, developed, or produced and furnished by the CONSULTANT subject in the performance of the services subject to this arrangement shall be vested and remain property of DOST-ASTI.</p> <p>8.3. Should there be any discrepancy with the technical requirements stipulated in the Purchase Request and the Terms of Reference, requirement/s provided for in the latter shall govern.</p> <p>(Please see attached offer.)</p>			
				TOTAL: P1,097,994.80
(Total Amount in Words)			One Million Ninety-Seven Thousand Nine Hundred Ninety-Four Pesos and Eighty 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:

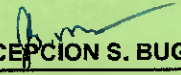
Very Truly Yours,

(Signature over Printed Name of Supplier)


FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011021012024-06-000046</u>
Funds Available:	<u>Php 1,097,994.80</u>	ORS / BURS Date:	<u>JUNE 27, 2024</u>
		Amount:	<u>₱ 1,097,994.80</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



26 June 2024

NOTICE TO PROCEED
PUBLIC BIDDING

Mr. GILBERT B. MAGBUTAY
 General Manager
GIBMA ENGINEERING SERVICES
 93 Kalikasan St., Karangalan Vill. Ph. 2A
 Manggahan, Pasig City 1611

Dear Mr. Magbutay,

Notice is hereby given to **GIBMA ENGINEERING SERVICES** that work/delivery may proceed for the following procurement details:

	Contract Name	: Consultancy Services for Structural Integrity Assessment and Repainting Estimates of DOST-ASTI Building
	Purchase Request No.	: GAA-24-02-18742
	Purchase / Work Order No.	: 24-06-146
	Total Contract Price	: P1,097,994.80
(inclusive of taxes, import duties and all other charges or fees)		
	Total Contract Price in Words	: One Million Ninety-Seven Thousand Nine Hundred Ninety-Four Pesos and Eighty Centavos

Upon signing receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement/Purchase Order/Work Order and in accordance with the schedule of requirements/delivery schedule.

You are also hereby required to file a Warranty Security for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. It shall be covered by either retention money in an amount equivalent to at least N/A percent (N/A%) of every progress payment, or a special bank guarantee equivalent to at least N/A percent (N/A%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Note that failure to comply with the above requirements and failure to perform the services under the terms and conditions of the Agreement/Purchase Order/Work Order may constitute grounds for its forfeiture.

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:

01 JUL 2024

RECEIVED BY:

Signature over Printed Name

Date and Time

WARRANTY SECURITY

Type of Warranty Security:

Amount of Warranty Security: ₱

O.R. No.:

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
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