



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>TANJER ENTERPRISES</b>	<b>PO No.:</b>	<b>24-07-151</b>
<b>Address:</b>	<b>Rm 1104 Tower B, Antel Seaview, Brgy. 76, Pasay City 1300</b>	<b>PO Date:</b>	<b>July 04, 2024</b>
<b>TIN:</b>	<b>101-588-369-00000</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>Provided for under description</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	<b>Customized flashdrive</b> 1. BACKGROUND AND OBJECTIVES A customized On-the-Go USB to be used as marketing collaterals during the stakeholder's meeting or external events to promote DOST-ASTI's commercialized technologies. 1.1 DOST-ASTI is seeking qualified and competent bidders for the delivery of customized On-the-Go USB. 1.2 The Approved Budget for the Contract is inclusive of all applicable government taxes and services charges. 2. TECHNICAL SPECIFICATIONS 2.1 On-the-Go USB 2.1.1 Quantity: Eighty (80) pieces 2.1.2 Type of Material: Metal 2.1.3 Style: 4-in-1 OTG USB with allotment for key chain/cellphone hook/strap. Please see attached photo, for reference. 2.1.4 Interface: Type C iOS and Type C Android and Micro USB and USB 3.0 2.1.5 Weight: 11 g 2.1.6 Size: 46*46*5 mm 2.1.7 Capacity: 64 GB 2.1.8 Support system: 2.1.8.1 iOS 8 or above/ME/2000/XP/Vista/win7/win8/win10, Mac OS 9.X/Linux2.4 or above 2.1.8.2 OTG-Functional Smartphone (Android System 5.5+) 2.1.9 Hardware Requirement: Y-Disk software (only for iOS system device) 2.1.10 Speed Reading: 3.0 2.1.11 Print: Engraved DOST-ASTI Logo and Text (DOST-ASTI) 2.1.12 Inclusion of Lanyard 2.1.12.1 Lanyard Specifications 2.1.12.2 Size width: 1 inch 2.1.12.3 Material: Smooth Satin Lace	1	P80,000.00	P80,000.00

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>2.1.12.4 Color: Navy Blue  2.1.12.5 Features: Lobster claw and smooth release buckle with cellphone strap  2.1.13 Inclusion of OTG Packaging:  2.1.13.1 Type: Hard Box  2.1.13.2 Texture: Grained Matte  2.1.13.3 Color: Black  2.1.13.4 Thickness: 2.0 mm  2.1.13.5 Size Width: 4.5 inches  2.1.13.6 Size Length: 5.5 inches  2.1.13.7 Size Height: 1 inch  2.1.13.8 Style: Flip Type Magnetic Box  2.1.13.9 Features:  2.1.13.9.1 EVA foam embedding molded on the OTG shape with half-moon hole for lifting and molded lanyard allotment  2.1.13.9.2 With user guide for Y-disk usage  2.1.13.10 Printing: Full-color UV Print  2.1.13.10.1 DOST-ASTI Logo and website link: <a href="http://www.asti.dost.gov.ph">www.asti.dost.gov.ph</a>  2.1.13.10.2 FB icon and text: DOSTASTI  2.1.13.10.3 E-mail icon and email address: <a href="mailto:tlo@asti.dost.gov.ph">tlo@asti.dost.gov.ph</a>  2.1.13.10.4 FB icon and text: <a href="http://tlo.asti.dost.gov.ph">tlo.asti.dost.gov.ph</a>  2.1.13.11 Please see the attached file for sample OTG Packaging and Print Layout.  2.2 Must produce sample design within ten (10) calendar days upon receipt of Notice to Proceed.  2.3 Maximum of three (3) sample revisions  3. COVERAGE AND WARRANTY  3.1.1. Must carry at least six (6) months warranty.  4. DELIVERY AND PAYMENT TERMS  4.1 Price must be inclusive of delivery, service, VAT, and other applicable fees  4.2 Delivery of the products must be made within thirty (30) calendar days upon approval of final production design sample.  4.2 Payment shall be made only upon certification/acceptance/by the end-user to the effect that the Goods are rendered or delivered in accordance with the terms of this Contract and are duly inspected and accepted. No payment shall be made for Goods not delivered under this Contract.</p> <p>(Please see attached quotation.)</p>			
			<b>TOTAL:</b>	<b>₱80,000.00</b>
<b>(Total Amount in Words)</b>		<b>Eighty 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.** *B. De Leon*  
\_\_\_\_\_  
Director, DOST-ASTI

Digitally signed  
by Benjamin R. Lar

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

<b>Fund Cluster:</b>	<u>01</u>	<b>ORS / BURS No.:</b>	<u>01101012029-07-000596</u>
		<b>ORS / BURS Date:</b>	<u>JUN 05, 2029</u>
<b>Funds Available:</b>	<u>PHP 80,000.00</u>	<b>Amount:</b>	<u>₱ 80,000.00</u>
  <b>GAY CONCEPCION S. BUGAGAO</b> <hr/> <b>Accountant III</b>			



04 July 2024

**NOTICE TO PROCEED**  
 ALTERNATIVE MODE OF PROCUREMENT

**Ms. ANGELICA S. TAN**  
 Authorized Representative  
**TANJER ENTERPRISES**  
 Rm 1104 Tower B Antel Seaview  
 Brgy. 76, Pasay City 1300

Dear Ms. Tan,

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

Contract Name	: <b>Supply and Delivery of One (1) Lot Customized flashdrive</b>
Purchase Request No.	: <b>GAA-24-05-19281</b>
Purchase / Work Order No.	: <b>24-07-151</b>
Total Contract Price	: <b>P80,000.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>Eighty Thousand Pesos</b>

Upon issuance of this Notice, your company, **TANJER ENTERPRISES** 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.** Digitally signed by Franz A. De Leon  
 Director

DATE OF ISSUANCE:

08 JUL 2024

RECEIVED BY:

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

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