



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:	AMO CHARTERED BUSES AND CARS OPERATION SERVICES	PO No.:	24-07-164
Address:	88 Venus St., Manuyo Dos, Las Piñas City, 1744	PO Date:	July 10, 2024
TIN:	323-924-081-00000	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	Vehicle Rental for the Advanced Science and Technology Innovations Convention 1.OVERVIEW 1.1.The DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF ONE (1) LOT OF VEHICLE RENTAL SERVICES to be used for multiple trips within Metro Manila for one (1) day, for the conduct of Advanced Science and Technology Innovations Convention in Quezon City. 1.2.The Approved Budget for the Contract includes all applicable government taxes and services charges. 2.TECHNICAL REQUIREMENTS 2.1.VAN 2.1.1.Quantity: One (1) 2.1.2.Type: Regular air-conditioned van 2.1.3.Capacity: Can fit up to fifteen (15) persons 2.1.4. Target Destinations and Schedule of Travel 2.1.4.1.Travel Period: 17-19 July 2024 2.1.4.2.Schedule: 2.1.4.2.1.Day 1 2.1.4.2.1.1.Date: 17 July 2024 2.1.4.2.1.2.Time: 2 PM to 12MN 2.1.4.2.1.3.Number of Trips: Maximum of two (2) round trips 2.1.4.2.2.Day 2 2.1.4.2.2.1.Date: 18 July 2024 2.1.4.2.2.2.Time: 6 AM to 12MN 2.1.4.2.2.3.Number of Trips: Maximum of four (4) round trips 2.1.4.2.3.Day 3 2.1.4.2.3.1.Date: 19 July 2024 2.1.4.2.3.2.Time: 6 AM to 12MN 2.1.4.2.3.3.Number of Trips: Maximum of four (4) round trips 2.1.4.3.Tentative Target Destinations 2.1.4.3.1.Within Quezon City	1	P150,000.00	P150,000.00

Postal Address : ASTI Bldg., U.P. Technology Park Complex.
 CP Garcia Ave., Diliman, Quozon City 1101
 Website : www.asti.dost.gov.ph
 Email : info@asti.dost.gov.ph

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 +632 8426-9755

	<p>2.2.4.3.2.Bicutan, Taguig City 2.2.4.4.Number of trips: One (1) round trip 2.3.BUS 2.3.1.Quantity: Four (4) 2.3.2.Type: Regular air-conditioned bus 2.3.3.Capacity: Can fit up to forty-eight (48) persons 2.3.4.Target Destinations and Schedule of Travel 2.3.4.1. Travel Period: 19 July 2024 2.3.4.2.Schedule: 2PM to 2AM the following day 2.3.4.3. Tentative Target Destinations 2.3.4.3.1.Within Quezon City 2.3.5.Number of trips: One (1) round trip 2.4. DRIVER 2.4.1.Driver/s must have a valid professional driver's license with restriction codes at least 1 and 2. 2.4.2.Driver/s must be fully vaccinated against COVID-19 and follow the minimum health protocols. 2.4.3.All benefits due to the driver shall be for the account of the service provider. 2.5. OTHER TERMS AND CONDITIONS 2.5.1.Rental costs are inclusive of driver's fees, meals, accommodation, toll fees, parking fees, and gasoline, among others. 2.5.2.The service provider is required to submit a breakdown of the quotation which must indicate the rental rate per day. The said rate per day is not subject to change. 2.5.3.The schedule of the trips are executory upon the perfection of the contract and issuance of the Notice to Proceed (NTP) unless otherwise re-scheduled or canceled by the end-user for any justifiable causes. 2.5.3.1. If delays or rescheduling are likely to be incurred, the end-user unit shall notify the DOST-ASTI Procurement Management Section (PMS) within three (3) days before the schedule. Within the same three (3)-day period, the end-user shall justify the delay or rescheduling to the Head of the Procuring Entity in writing stating its cause/s and the new trip schedule. Afterwhich, the DOST-ASTI PMS shall issue a letter to the service provider.</p> <p>3.PAYMENT TERMS 3.1. Price must be inclusive of government taxes and other charges. 3.2. Payment shall be made upon certification and acceptance of the end-user of the service rendered. No payment shall be made for services not rendered under this contract.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	₱150,000.00
(Total Amount in Words)			One Hundred Fifty Thousand 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,

FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

Digitally signed
by Benjamin R. Lara

(Signature over Printed Name of Supplier)

(Date)

Fund Cluster:	01	ORS / BURS No.:	021011012024-07-000569
Funds Available:	Php 150,000.00	ORS / BURS Date:	JUL 10, 2024
		Amount:	₱ 150,000.00
 GAY CONCEPCION S. BUGAGAO Accountant III			



10 July 2024

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. ALFIE OMPAD
 Owner
AMO CHARTERED BUSES AND CARS OPERATION SERVICES
 88 Venus St., Manuyo Dos
 Las Piñas City, 1744

Dear Mr. Ompad,

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

Contract Name	: Supply and Delivery of One (1) Lot Vehicle Rental for the Advanced Science and Technology Innovations Convention
Purchase Request No.	: GAA-24-06-19459
Purchase / Work Order No.	: 24-07-164
Total Contract Price	: Php 150,000.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Hundred Fifty Thousand Pesos

Upon issuance of this Notice, your company, **AMO CHARTERED BUSES AND CARS OPERATION SERVICES** 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
 Benjamin R. Lara

DATE OF ISSUANCE:

JUL 11 2024

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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