



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.:	24-07-177
Address:	88 Venus St., Manuyo Dos, Las Piñas City, 1744	PO Date:	July 30, 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:	Per end-user's schedule
Date of Delivery:	_____	Payment Term:	Government Terms
		Warranty Term:	_____

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>LEASE OF VEHICLE</p> <p>1. Overview</p> <p>1.1. DOST-ASTI requires vehicle rental services, in which vehicle/s can accommodate forty (40) passengers, for its 2024 Midyear Performance Assessment and Planning.</p> <p>1.2. The Approved Budget for the Contract is inclusive of government taxes and service charges.</p> <p>2. Vehicle</p> <p>2.1. Type of Vehicle: Minibus or Coaster</p> <p>2.2. No. of Units: Two (2)</p> <p>2.3. Capacity: Forty (40) passengers</p> <p>2.4. Fully airconditioned</p> <p>2.5. Vehicle preferably not more than five (5) years old</p> <p>2.6. Vehicle must be well-maintained, safe, and in good running condition</p> <p>2.7. Must have RFIDs</p> <p>3. Trip Schedule and Destination</p> <p>3.1. Schedule is on 07-09 August 2024</p> <p>3.1.1. August 07, 2024</p> <p>3.1.1.1. Pick-up Time: 6:00 AM</p> <p>3.1.1.2. Pick-up Point: DOST-ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City</p> <p>3.1.1.3. Destination: Mabini, Batangas</p> <p>3.1.2. August 09, 2024</p> <p>3.1.2.1. Pick-up Time: 3:00 PM</p> <p>3.1.2.2. Pick-up Point: Mabini, Batangas</p> <p>3.1.2.3. Destination: DOST-ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City</p> <p>3.1.3. Bus Route</p> <p>3.1.3.1. Vehicle/s should traverse designated safe,</p>	1	P100,000.00	P100,000.00

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

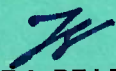
	<p>shortest and fastest route, i.e., via expressways or skyways, etc.</p> <p>4. Other Conditions</p> <p>4.1. Service is inclusive of fuel, toll fees, parking fees, driver's fee, driver's meals, passenger insurance, among others.</p> <p>4.2. Bus driver and its conductor must be in good health, fully vaccinated against COVID-19 and observe proper health and safety protocols.</p> <p>4.3. Bus should be disinfected and properly maintained prior to occupancy.</p> <p>4.4. Supplier must have a backup unit in case of emergency, i.e., engine breakdown, flat tire, etc.</p> <p>4.5. 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>5. Pricing and Payment</p> <p>5.1. Price must be inclusive of applicable government taxes and charges.</p> <p>5.2. Payment shall be processed upon submission of complete documentation to DOST-ASTI.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	₱100,000.00
(Total Amount in Words)		One Hundred 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:

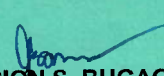
Very Truly Yours,

(Signature over Printed Name of Supplier)


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

Digitally signed by Bayani Benjamin R. Lara

(Date)

Fund Cluster:	01	ORS / BURS No.: 021011012029-08-000613
Funds Available:	₱100,000.00	ORS / BURS Date: AUGUST 01, 2029
		Amount: ₱ 100,000.00
<p> GAY CONCEPCION S. BUGAGAO Accountant III</p>		



30 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	: <u>Provision of One (1) Lot Lease of Vehicle</u>
	Purchase Request No.	: <u>GAA-24-06-19495</u>
	Purchase / Work Order No.	: <u>24-07-177</u>
	Total Contract Price	: <u>Php 100,000.00</u>
(inclusive of taxes, import duties and all other charges or fees)	Total Contract Price in Words	: <u>One Hundred Thousand Pesos</u>

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. Digitally signed by Franz A. De Leon, DN: cn=Franz A. De Leon, o=DOST, ou=ASTI, email=franz@asti.dost.gov.ph
 Director

DATE OF ISSUANCE:

05 AUG 2024

RECEIVED BY:

 Signature over Printed Name

 Date and Time