



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



Ab 2024-09-0009  
 ORS 2024-09-000744

**PURCHASE ORDER**

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

<b>Supplier:</b>	<b>ON-LINE CLOTHING ENTERPRISES</b>	<b>PO No.:</b>	<b>24-09-204</b>
<b>Address:</b>	<b>4 Rolling Rd., Obrero, Quezon City, 1103</b>	<b>PO Date:</b>	<b>September 12, 2024</b>
<b>TIN:</b>	<b>158-813-934-000</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	Piece	<b>Jacket with embroidered logo and text</b> 1. OVERVIEW 1.1 DOST-ASTI is seeking a qualified and competent bidder for the Supply and Delivery of One Hundred (100) Pcs of Jacket with Embroidered Logo and Text, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholder, etc. 1.2 The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and charges.  2. DOST-ASTI BRANDING MATERIALS 2.1. Use of the DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued Purchase Order (PO) and/or contract. 2.2. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof. 2.3. The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.  3. TECHNICAL SPECIFICATIONS 3.1. Description: Customized Jacket with embroidered logo and text 3.2. Quantity: One hundred (100) pieces 3.3. Color: Army green or similar	100	₱1,230.50	₱123,050.00

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>3.4. Fabric: Preferably stretch wool or water-repellent stretch fabric, microfiber lining</p> <p>3.5. Two (2) side inset slash pockets with durable plastic zipper</p> <p>3.6. Knit cuff and waistband</p> <p>3.7. Full zip closure</p> <p>3.8. Straight collar</p> <p>3.9. Embroidered frontal and/or dorsal design</p> <p>3.10. Design and Layout</p> <p>3.10.1. The layout attached to the Request for Quotation (RFQ) is subject to change. Only minimum changes are allowed.</p> <p>3.10.2. The end-user shall provide the final design and layout five (5) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.10.3. Supplier must submit one (1) customized sample similar to the design provided by the end-user, with similar approved swatches or cloth, showing sample craftsmanship and embroidery within ten (10) calendar days of receiving the final design from the end-user.</p> <p>3.10.4. Maximum Number of Revisions: Three (3)</p> <p>3.11. Sizes</p> <p>3.11.1. XS, S, M, L, XL, XXL, XXXL</p> <p>3.11.2. The end-user will provide a breakdown of sizes within five (5) calendar days of the issuance of NTP.</p> <p>3.11.3. No additional charges to DOST-ASTI for XL, XXL, and XXXL sizes.</p> <p>4. WARRANTY AND AFTER SALES SUPPORT</p> <p>4.1. Supplier warrants the item against defects in manufacturing, as well as shipping and delivery issues.</p> <p>4.2. Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1. Delivery of items shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>5.2. Price must be inclusive of government taxes and other charges.</p> <p>5.3. Payment upon complete delivery.</p> <p>(Please see attached quotation.)</p>			
			<b>TOTAL:</b>	<b>₱123,050.00</b>
<b>(Total Amount in Words)</b>			<b>One Hundred Twenty Three Thousand Fifty 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.**  
 Director, DOST-ASTI

Digitally signed  
by Franz A. De Leon  
Benjamin R. Lara

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

<b>Fund Cluster:</b>	<u>01</u>	<b>ORS / BURS No.:</b>	<u>BR101062024-09-000744</u>
		<b>ORS / BURS Date:</b>	<u>SEPTEMBER 15, 2024</u>
<b>Funds Available:</b>	<u>Php 123,050.00</u>	<b>Amount:</b>	<u>₱ 123,050.00</u>
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III			



12 September 2024

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

**Mr. JERMYN CHUA**  
 Owner  
**ON-LINE CLOTHING ENTERPRISES**  
 4 Rolling Rd., Obrero  
 Quezon City, 1103

Dear Mr. Chua,


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

Contract Name	: <b>Supply and Delivery of One Hundred (100) Pieces Jacket with embroidered logo and text</b>
Purchase Request No.	: <b>GAA-24-08-19749</b>
Purchase / Work Order No.	: <b>24-09-204</b>
Total Contract Price	: <b>Php 123,050.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>One Hundred Twenty Three Thousand Fifty Pesos</b>

Upon issuance of this Notice, your company, **ON-LINE CLOTHING 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.**  
 Director

Digitally signed  
 by Bayant Benjamin R. Lara

DATE OF ISSUANCE:

September 17 2024

RECEIVED BY:

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

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

Postal Address : ASTI Bldg. UP Technology Park Complex  
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 +632 8426-9755  
 Fax No.: +632 8249-9764

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



**OBLIGATION REQUEST AND STATUS****Advanced Science and Technology Institute**

No. : 021011012024-09-000744

Date : September 13, 2024

Fund : (01101101) Regular Agency Fund - General Fund - New General Appropriations - Specific Budgets of National Government Agencies

Payee	158-813-934-000 VAT - ON-LINE CLOTHING ENTERPRISES			
Office				
Address	4 Rolling Rd., Obrero, Quezon City, 1103			
Responsibility Center	Particulars	MFO/PAP/KRA	Object Code	Amount
19-002-00-00000-08-05-19.GulAI Ph 2: Gul.AI: AI and IoT-assisted Small-scale Plant-growing System	SUPPLY AND DELIVERY OF 100 PCS JACKET WITH EMBROIDED LOGO AND TEXT PER PO NO. 24-09-204 DATED SEPTEMBER 12, 2024.	310100100001000	(5020399000)	123,050.00
	Total			123,050.00

<b>A.</b>	<b>Certified:</b> Charges to appropriation / allotment necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	<b>B.</b>	<b>Certified:</b> Allotment available and obligated for the purpose/adjustment necessary as indicated above
Signature :	 Digitally signed by Joanna Gonzales Syjuco	Signature :	
Printed Name :	JOANNA G. SYJUCO	Printed Name :	JAYSON C. HERNANDEZ
Position :	Chief, CSD Head, Requesting Office/Authorized Representative	Position :	Head, Budget Unit/Authorized Representative
Date :	Sep 13 2024	Date :	Sep 13 2024