



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:	ASYANA CONSTRUCTION CONSULTANCY AND TRADING	PO No.:	24-10-247
Address:	FPH Unit H Unit 21 Residence Bryant 3 East Bay, East Service Rd., Sucat, Muntinlupa City, 1771	PO Date:	October 22, 2024
TIN:	129-576-198-000	Mode of Procurement:	NP-53.1 Two Failed Biddings

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:	Sixty (60) calendar days upon issuance of NTP
Date of Delivery:	_____	Payment Term:	Government Terms
		Warranty Term:	_____

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>ASTI Doors Replacement</p> <p>1. BACKGROUND AND OBJECTIVES</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply, Delivery, and Installation of Twenty-Five (25) Doors at DOST-ASTI Building (including removal and reframing) to improve and renovate its existing facilities by providing an adequate, conducive, and more safety-working environment for ASTI employees, clients, and visitors.</p> <p>2. APPROVED BUDGET FOR THE CONTRACT</p> <p>2.1. The total Approved Budget for the Contract for this procurement is One Million Four Hundred Two Thousand Seventy Three Pesos and Six Centavos (₱1,402,073.06), inclusive of all applicable government taxes and other charges.</p> <p>3. DELIVERY AND PROJECT DURATION</p> <p>3.1. The project duration for the DOST-ASTI doors replacement shall be for a period of sixty (60) calendar days upon the issuance of Notice to Proceed.</p> <p>3.2. Any request for delivery and time extension shall be for valid reasons or of unforeseen circumstances subject to</p>	1	₱1,402,073.06	₱1,402,073.06

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
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 Website : www.asti.dost.gov.ph
 Email : info@asti.dost.gov.ph

Tel No. : +632 8249-8500
 +632 8426-9755

approval, in writing, by DOST-ASTI which must be submitted before the end of the contract.

3.3. Delivery site is DOST-ASTI Bldg., UP Technology Park Complex, C.P. Garcia Avenue, Diliman, Quezon City

4. QUALIFICATION OF SUPPLIER

4.1. The Supplier must have at least five (5) years of similar and/or relevant experience related to this Terms of Reference, reckoned from the date of registration with the Department of Trade and Industry for sole proprietorships; Securities and Exchange Commission for corporations and partnerships; or Cooperative Development Authority for cooperatives.

4.2. The Supplier must have completed at least three (3) similar and/or relevant projects in the last three (3) years.

4.3. The Supplier must have the necessary equipment, tools, facilities and other means necessary to deliver the goods under this contract.

5. GENERAL REQUIREMENTS

5.1. The Supplier shall provide materials, tools, labor and other necessary services and equipment required to complete all the works of the project although not specifically mentioned in the specifications, working drawings, or in other contract documents without extra cost to DOST-ASTI.

5.2. Protect and maintain in the required acceptable conditions of all repairs works and accessories during construction until hand over.

5.3. All materials shall be subject to inspection and approval of DOST-ASTI prior installation.

5.4. Properly manage and dispose of all materials and waste generated during and after the project in accordance with local regulations.

6. SCOPE OF WORKS

6.1. The Supplier is required to perform ocular. He will be deemed to have done this before preparing his proposal and any subsequent claims on the grounds of inadequate or inaccurate information will not be entertained.

6.2. Removal and reframing of twenty

five (25) existing doors and door frames, and other materials to be replaced, in all identified areas specified in "Annex A" and "Annex B".

6.2.1. Replace and install appropriate / compatible door frames, if any, on the new doors to be installed.

6.2.2. Upon removal and reframing of the existing doors, the Supplier shall rehabilitate all the destructed areas and restore in place all areas. This includes the restoration of physical, aesthetic features and painting of structures.

6.2.3. Restoration shall be properly checked by DOST-ASTI. Rectification shall be made to the satisfaction of the DOST-ASTI end-user/representative.

6.3. Supply and delivery of new Doors shall be done during office hours, unless instructed by the end-user, at DOST-ASTI, Diliman, Quezon city for inspection of ASTI personnel/representative.

6.4. Mounting and Installation of new Doors and all its components on the refitted door frames.

6.5. Provision of demonstration and testing of newly installed doors.

6.6. Supply of other equipment, including all necessary accessories and appurtenances not specifically mentioned herein but are considered standard issue and necessary for the safe, reliable, and proper operation of the Doors.

7. TECHNICAL SPECIFICATIONS

7.1. Specifications and the quantities required in the labor and materials for the installation of the new doors are stipulated in the attached Annex A.

8. SUBMITTALS

8.1. Provide as built and schematic diagrams of installed doors and its components. Three (3) set of as built drawings in printed form (20"x30") and/or A3 whichever is required by DOST-ASTI and a softcopy in a PDF and DWG format submitted in email or USB.

8.2. All submittals shall be complete and shall contain all required and detailed information.

9. WARRANTY

9.1. The Supplier shall guarantee the following goods supplied to be free from

defects for a period of one (1) year upon the issuance of Certificate of Completion and Acceptance of the completed project by DOST-ASTI. Form of warranty shall be in accordance with the provisions in Section 62 of the Revised Implementing Rules and Regulations (IRR) of R.A. 9184.

9.2. Exclusions: This warranty does not cover damages or defects resulting from improper maintenance, misuse, natural disasters, or any modifications or alterations made by parties other than the supplier.

9.3. Service Level Agreement:

9.3.1. Within the warranty period, from the date of acceptance, the Supplier shall guarantee the goods to be free from the following defects:

9.3.1.1. Cracks on the glass surfaces.

9.3.1.2. Malfunctioning door hinge.

9.3.1.3. Defective door accessories & patch fittings.

9.3.2. Every year within the warranty period, the Supplier shall perform the following services:

9.3.2.1. Conduct semi-annual inspection of the goods as specified in the contract to ensure that the said goods are free from above-mentioned defects; and

9.3.2.2. Submit report certifying satisfactory conditions of the goods as specified in the contract.

9.3.3. After Sales Service and Support during the warranty period, all reported defects shall be completely/satisfactorily repaired/replaced by the winning bidder/supplier within 72 hours after receipt of a verbal and/or written notice from the procuring entity.

10. PAYMENT TERMS

10.1. Payment shall be made only upon certification/acceptance by the End-user that the Goods are delivered in accordance with the terms of this Contract and are inspected and accepted. No payment shall be made for Goods not yet rendered under this Contract.

11. LIQUIDATED DAMAGES

11.1. Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties/liquidated damages in the


	<p>amount to 1/10 of 1% of the cost of the unperformed portion for everyday of delay. Once the cumulative number of liquidated damages reaches 10% of the amount of the contract, DOST-ASTI shall rescind the contract, without prejudice to other courses of action and remedies open to it.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	₱1,402,073.06
(Total Amount in Words)			One Million Four Hundred Two Thousand Seventy Three Pesos and Six 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:

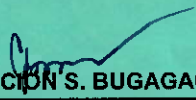
Very Truly Yours,

(Signature over Printed Name of Supplier)


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

Digitally signed by Bayani Benjamin R. Lara

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>021021012024-10-000053</u>
Funds Available:	<u>Php 1,402,073.06</u>	ORS / BURS Date:	<u>OCTOBER 28, 2024</u>
		Amount:	<u>₱ 1,402,073.06</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



22 October 2024

NOTICE TO PROCEED
TWO FAILED BIDDINGS

Mr. FERNANDO L. BALLASIO
 General Manager
ASYANA CONSTRUCTION CONSULTANCY AND TRADING
 FPH Unit H Unit 21 Residence Bryant 3 East Bay
 East Service Rd., Sucat
 Muntinlupa City, 1771

Dear Mr. Ballasio,

Notice is hereby given to **ASYANA CONSTRUCTION CONSULTANCY AND TRADING** that work/delivery may proceed for the following procurement details:

Contract Name	: Replacement of Doors at DOST-ASTI Building (including Removal and Reframing)
Purchase Request No.	: GAA-24-06-19356
Purchase / Work Order No.	: 24-10-247
Total Contract Price	: Php 1,402,073.06
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Million Four Hundred Two Thousand Seventy Three Pesos and Six 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 either retention money in an amount equivalent to at least five percent (5 %) of every progress payment, or a special bank guarantee equivalent to at least five percent (5 %) 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. Digitally signed by Franz A. De Leon
 Director

DATE OF ISSUANCE:	RECEIVED BY:	WARRANTY SECURITY
OCT 30 2024	Signature over Printed Name	Type of Warranty Security:
	Date and Time	Amount of Warranty Security: Php
		O.R. No.:

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