



ASTI – FM 03-17  
 REV 2 / 31 January 2020

**PURCHASE ORDER**

<b>Supplier:</b>	<b>3RLFD TRANSPORTATION SERVICES</b>	<b>PO No.:</b>	<b>NetMesh-23-05-003</b>
<b>Address:</b>	<b>7 Garnet Street, Concepcion Subd. Concepcion Uno, Marikina City 1807</b>	<b>PO Date:</b>	<b>May 8, 2023</b>
<b>TIN:</b>	<b>408-717-359-00000</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>Per end-user's schedule</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	<p><b>VEHICLE RENTAL FOR SERVER CONFIGURATION IN NTC REGIONAL OFFICE NO. VIII</b></p> <p>1. GENERAL OVERVIEW:            1.1. DOST-ASTI is seeking qualified and competent bidders for the provision of vehicle rental to be used in the conduct of server configuration and deployment in Tacloban City, Leyte.            1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and services charges.</p> <p>2. SPECIFICATIONS:            2.1. Tentative Schedule            2.1.1. May 09 to 10, 2023, two (2) days only            2.1.2. Final schedule to be confirmed by end-user at least three (3) calendar days before travel.            2.2. Vehicle            2.2.1. Airconditioned van, with eight (8) to ten (10) pax seating capacity.            2.2.2. The type of vehicle to be used must be approved by the end-user.            2.2.3. Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine/vehicle malfunction during the trip, if any.            2.3. To be used as a service vehicle by DOST-ASTI staff during the conduct of project activities in the region.            2.3.1. Schedule on May 09, 2023:            2.3.1.1. Pick-up DOST-ASTI staff from Daniel Z. Romualdez Airport to transport to NTC Regional Office No. VIII, Army Rd., Tacloban City, Leyte.            2.3.1.2. Transport DOST-ASTI staff from their place of accommodation at 8:00 AM and transport to NTC Regional Office No. VIII.            2.3.2.2. Transport DOST-ASTI staff from NTC Regional Office No. VIII to Daniel Z. Romualdez Airport.</p>	1	P22,000.00	P22,000.00

Rd 8

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

Tel No. : +632 8249-8500  
 +632 8426-9755;  
 Fax No. : +632 8426-9764

		<p><b>3. PRICE AND PAYMENT TERMS</b></p> <p>3.1. Price must be inclusive of government tax and other applicable charges.</p> <p>3.2. Send-bill arrangement. Bill and other relevant documents must be submitted to DOST-ASTI within five (5) days after the conclusion of the trip.</p> <p>3.3. Payment shall be made upon submission of bill and relevant documents, as well as certification and acceptance of the end-user of the service rendered.</p> <p>(Please see attached quotation.)</p>				
2	Lot	<p><b>VEHICLE RENTAL FOR SERVER CONFIGURATION IN NTC REGIONAL OFFICE NO. III</b></p> <p><b>1. GENERAL OVERVIEW</b></p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the provision of vehicle rental to be used in the conduct of server configuration and deployment in San Fernando, Pampanga.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p><b>2. SPECIFICATIONS</b></p> <p><b>2.1. Tentative Schedule</b></p> <p>2.1.1. May 16 to 17, 2023, two (2) days only</p> <p>2.1.2. Final schedule to be confirmed by end-user at least three (3) calendar days before travel.</p> <p><b>2.2. Vehicle</b></p> <p>2.2.1. Airconditioned van, with eight (8) to ten (10) pax seating capacity.</p> <p>2.2.2. The type of vehicle to be used must be approved by the end-user.</p> <p>2.2.3. Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine/vehicle malfunction during the trip, if any.</p> <p>2.3. To be used as a service vehicle by DOST-ASTI staff during the conduct of project activities in the region.</p> <p>2.3.1. Schedule on May 16, 2023:</p> <p>2.3.1.1. Pick-up DOST-ASTI staff from DOST-ASTI Bldg., CP Garcia Ave., UP Campus, Diliman, Quezon City at 8:00 AM and transport to the NTC Regional Office No. III, Government Center Maimpis, City of San Fernando, Pampanga.</p> <p>2.3.1.2. Transport DOST-ASTI staff from NTC Regional Office No. III to their place of accommodation.</p> <p>2.3.2. Schedule on May 17, 2023:</p> <p>2.3.2.1. Pick up DOST-ASTI staff from thier place of accommodation at 8:00 AM and transport to NTC Regional Office No. III.</p> <p>2.3.2.2. Transport DOST-ASTI staff from NTC Regional Office No. III to DOST-ASTI Bldg., CP Garcia Ave., UP Campus, Diliman, Quezon City.</p> <p><b>3. PRICE AND PAYMENT TERMS</b></p> <p>3.1. Price must be inclusive of government tax and other applicable charges.</p> <p>3.2. Send-bill arrangement. Bill and other relevant documents must be submitted to DOST-ASTI within five (5) days after conclusion of the trip.</p> <p>3.3. Payment shall be made upon submission of bill and relevant documents, as well as certification and acceptance of the end-user of the service rendered.</p> <p>(Please see attached quotation.)</p>	1	P14,000.00	P14,000.00	RD-3



3	Lot	<p><b>VEHICLE RENTAL FOR SERVER CONFIGURATION IN NTC REGIONAL OFFICE NO. XI</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the provision of vehicle rental to be used in the conduct of server configuration and deployment in Davao City, Davao Del Sur.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. SPECIFICATIONS</p> <p>2.1. Tentative Schedule</p> <p>2.1.1. May 23 to 24, 2023, two (2) days only</p> <p>2.1.2. Final schedule to be confirmed by end-user at least three (3) calendar days before travel.</p> <p>2.2. Vehicle</p> <p>2.2.1. Airconditioned van, with eight (8) to ten (10) pax seating capacity.</p> <p>2.2.2. The type of vehicle to be used must be approved by the end-user.</p> <p>2.2.3. Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine/vehicle malfunction during the trip, if any.</p> <p>2.3. To be used as a service vehicle by DOST-ASTI staff during the conduct of project activities in the region.</p> <p>2.3.1. Schedule on May 23, 2023:</p> <p>2.3.1.1. Pick-up DOST-ASTI staff from Francisco Bangoy International Airport to NTC Regional Office No. XI, Quimpo Blvd., Ecoland, Matina, Davao City, Davao del Sur.</p> <p>2.3.1.2. Transport DOST-ASTI staff from NTC Regional Office No. XI to their place of accommodation.</p> <p>2.3.2. Schedule on May 24, 2023:</p> <p>2.3.2.1. Pick up DOST-ASTI staff from their place of accommodation at 8:00 AM and transport to NTC Regional Office No. XI.</p> <p>2.3.2.2. Transport DOST-ASTI staff from NTC Regional Office No. XI to Francisco Bangoy International Airport.</p> <p>3. PRICE AND PAYMENT TERMS</p> <p>3.1. Price must be inclusive of government tax and other applicable charges.</p> <p>3.2. Send-bill arrangement. Bill and other relevant documents must be submitted to DOST-ASTI within five (5) days after conclusion of the trip.</p> <p>3.3. Payment shall be made upon submission of bill and relevant documents, as well as certification and acceptance of the end-user of the service rendered.</p> <p>(Please see attached quotation.)</p>	1	P17,000.00	P17,000.00	PD 11
4	Lot	<p><b>VEHICLE RENTAL FOR SERVER CONFIGURATION IN NTC REGIONAL OFFICE NO. XIII</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the provision of vehicle rental to be used in the conduct of server configuration and deployment in Butuan City.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>2. SPECIFICATIONS</p> <p>2.1. Tentative Schedule</p>	1	P20,000.00	P20,000.00	PD 13



	<p>2.1.1. May 29 to 30, 2023, two (2) days only</p> <p>2.1.2. Final schedule to be confirmed by end-user at least three (3) calendar days before travel.</p> <p>2.2. Vehicle</p> <p>2.2.1. Airconditioned van, with eight (8) to ten (10) pax seating capacity.</p> <p>2.2.2. The type of vehicle to be used must be approved by the end-user.</p> <p>2.2.3. Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine/vehicle malfunction during the trip, if any.</p> <p>2.3. To be used as a service vehicle by DOST-ASTI staff during the conduct of project activities in the region.</p> <p>2.3.1. Schedule on May 29, 2023:</p> <p>2.3.1.1. Pick-up DOST-ASTI staff from Butuan-Bancasi Airport to NTC Regional Office No. XIII, Purok 2, Doongan Rd., Upper Doongan, Butuan City.</p> <p>2.3.1.2. Transport DOST-ASTI staff from NTC Regional Office No. XIII to their place of accommodation.</p> <p>2.3.2. Schedule on May 30, 2023:</p> <p>2.3.2.1. Pick up DOST-ASTI staff from their place of accommodation at 8:00 AM and transport to NTC Regional Office No. XIII.</p> <p>2.3.2.2. Transport DOST-ASTI staff from NTC Regional Office No. XIII to Butuan-Bancasi Airport.</p> <p>3. PRICE AND PAYMENT TERMS</p> <p>3.1. Price must be inclusive of government tax and other applicable charges.</p> <p>3.2. Send-bill arrangement. Bill and other relevant documents must be submitted to DOST-ASTI within five (5) days after conclusion of the trip.</p> <p>3.3. Payment shall be made upon submission of bill and relevant documents, as well as certification and acceptance of the end-user of the service rendered.</p> <p>(Please see attached quotation.)</p>		
		<b>TOTAL:</b>	<b>P73,000.00</b>

<b>(Total Amount in Words)</b>	<b>Seventy Three Thousand Pesos Only</b>
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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

\_\_\_\_\_  
(Signature over Printed Name of Supplier)

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

<b>Fund Cluster:</b>	<u>07</u>	ORS / BURS No.:	<u>073086012023 - 05 - 000202</u>
		ORS / BURS Date:	<u>May 08, 2023</u>
<b>Funds Available:</b>	<u>PHP 73,000.00</u>	Amount:	<u>P 73,000.00</u>
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III			



08 May 2023

**NOTICE TO PROCEED**  
 ALTERNATIVE MODE OF PROCUREMENT

**Mr. RICO S. LIBANG**  
 President  
**3RLFD TRANSPORTATION SERVICES**  
 7 Garnet St., Concepcion Subdivision  
 Concepcion I, Marikina City

Dear Mr. Libang,

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

Contract Name	: <b>Supply and Delivery of One (1) lot Vehicle Rental for Server Configuration in NTC Regional Office No. VIII and Other Items</b>
Purchase Request No.	: <b>NetMeshR3-23-04-16566</b>
Purchase / Work Order No.	: <b>NetMesh-23-05-003</b>
Total Contract Price	: <b>Php 73,000.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>Seventy Three Thousand Pesos</b>

Upon issuance of this Notice, your company, **3RLFD TRANSPORTATION 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

DATE OF ISSUANCE:

MAY 08, 2023

RECEIVED BY:

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

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

Postal Address : ASTI Bldg., U.P. Technology Park Complex,  
 CP Garcia Ave., Diliman, Quezon City 1101

Website : [www.asti.dost.gov.ph](http://www.asti.dost.gov.ph)

Email : [info@asti.dost.gov.ph](mailto:info@asti.dost.gov.ph)

Tel No. : +632 8249-8500

+632 8426-9755;

Fax No. : +632 8426-9764

ASTI-FM 03-19  
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