



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:	MAXTRONIX, INC.	PO No.:	24-12-297
Address:	1 Mon-el St., Mon-el Subd., San Antonio, Parañaque City	PO Date:	December 13, 2024
TIN:	002-154-723-00000	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: EPDC Bldg., MIRDC Compound, Bicutan, Taguig City

Delivery Term: One hundred twenty (120) 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>CNC Machine 1 and Vacuum Repair and Maintenance</p> <p>1. GENERAL: 1.1. DOST-ASTI is seeking qualified and competent bidders/service providers for the repair of One (1) Lot CNC Machine 1 and Vacuum Repair and Maintenance, for the continuous operation of Manufacturing Laboratory of Electronics Product Development Center (EPDC). 1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and charges.</p> <p>2. TECHNICAL SPECS: 2.1. The CNC Machine 1 and vacuum has the following details: 2.1.1. Machine Brand and Model: LPKF Protomat S103 2.1.2. Serial Number: 2524000581 2.1.3. Property Number: PDH-086 2.2. On-site repair and maintenance of CNC Machine 1 and vacuum has the following details: 2.2.1. Perform degreasing and greasing in LM Guide and Ball screw of XY and Z-axis. 2.2.2. Supply, delivery, installation and setup of worn-out parts that includes the following: 2.2.2.1. Tool Holder – One (1) unit 2.2.2.2. Tool Ramp – One (1) unit</p>	1	P320,980.00	P320,980.00 <i>Tech 4 Ser- Repair cost</i>

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>2.2.2.3. Carbon Brush of Vacuum – One (1) unit</p> <p>2.2.3. Perform Calibration and teach parameters of the following items:</p> <p>2.2.3.1. Table Height</p> <p>2.2.3.2. Camera Head Offset</p> <p>2.2.3.3. Tool Holder Position</p> <p>2.2.4. Check all axis minimum and maximum position. Manually pick and place of Tool Bits in all Tool Holder</p> <p>2.2.5. Perform milling width in universal cutter and end mills</p> <p>2.2.6. Perform Routing and run PCB project</p> <p>2.3. Warranty</p> <p>2.3.1. One (1) year from date of repair completion. The date of delivery written on the certificate of completion will serve as the reference point for determining the commencement of this warranty period.</p> <p>2.3.2. The warranty ensures that the repaired CNC Machine 1 and Vacuum is free from additional defects or physical damage not related to the repair process. Any discrepancies found during EPDC inspection should be resolved by the service provider prior to end-user acceptance.</p> <p>3. PAYMENT AND DELIVERY TERMS</p> <p>3.1. Repair must be performed within one hundred twenty (120) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Price is inclusive of taxes and other service charges, i.e., labor, parts, etc.</p> <p>3.3. Breakdown of costs for parts and labor must be provided upon submission of billing or invoice.</p> <p>3.4. Government terms. Full payment will only be processed once the service is completely delivered, and repaired equipment is inspected (fully functioning), and accepted by the end-user.</p> <p>(Please see attached quotation.)</p>			
2	Lot	<p>CNC Machine 2 and Vacuum Repair and Maintenance</p> <p>1. GENERAL:</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders/service providers for the repair of One (1) Lot CNC Machine 2 and vacuum Repair and Maintenance, for the continuous operation of Manufacturing Laboratory of EPDC</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable</p>	1	P316,250.00	P316,250.00

government taxes and charges.

2. TECHNICAL SPECS:

2.1. The CNC Machine 2 and Vacuum has the following details:

2.1.1. Machine Brand and Model: LPKF Protomat S103

2.1.2. Serial Number: 2527000872

2.1.3. Property Number: PDH-293

2.2. On-site repair and maintenance of CNC Machine 2 and vacuum has the following details:

2.2.2. Supply, delivery, installation and setup of worn-out parts that includes the following:

2.2.2.1. Depth Limiter - One (1) unit

2.2.2.2. Tool Ramp - One (1) unit

2.2.2.3. Carbon Brush of Vacuum -

One (1) unit

2.2.3. Perform Calibration and teach parameters of the following items

2.2.3.1. Table Height

2.2.3.2. Camera Head Offset

2.2.3.3. Tool Holder Position

2.2.4. Check all axis minimum and maximum position. Manually pick and place of Tool Bits in all Tool Holder

2.2.5. Perform milling width in universal cutter and end mills

2.2.6. Perform Routing and run PCB project

2.3. Warranty

2.3.1. One (1) year from date of repair completion. The date of delivery written on the certificate of completion will serve as the reference point for determining the commencement of this warranty period.

2.3.2. The warranty ensures that the repaired CNC Machine 2 and Vacuum is free from additional defects or physical damage not related to the repair process. Any discrepancies found during EPDC inspection should be resolved by the service provider prior to end-user acceptance.

3. PAYMENT AND DELIVERY TERMS

3.1. Repair must be performed within one hundred twenty (120) calendar days upon issuance of Notice to Proceed (NTP).

3.2. Price is inclusive of taxes and other service charges, i.e., labor, parts, etc.

3.3. Breakdown of costs for parts and labor must be provided upon submission of billing or invoice.

3.4. Government terms. Full payment will only be processed once the service is

	completely delivered, and repaired equipment is inspected (fully functioning), and accepted by the end-user. (Please see attached quotation.)			
			TOTAL:	P637,230.00
(Total Amount in Words)			Six Hundred Thirty Seven Thousand Two Hundred Thirty 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 Benjamin R. Lara

(Date)

Fund Cluster:	01	ORS / BURS No.:	02101012024-12-00190
	Php 220,980.00	ORS / BURS Date:	DECEMBER 13, 2024
Funds Available:	Php 316,250.00	Amount:	₱ DECEMBER 637,230.00
 GAY CONCEPCION S. BUGAGAO Accountant III			



13 December 2024

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. RAYMOND D. DAQUIL
 Executive Vice President
MAXTRONIX, INC.
 1 Mon-el St., Mon-el Subd.
 San Antonio, Parañaque City

Dear Mr. Daquil,

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

Contract Name	: Repair of One (1) Lot CNC Machine 1 and Vacuum Repair and Maintenance and Repair of One (1) Lot CNC Machine 2 and Vacuum Repair and Maintenance
Purchase Request No.	: GAA-24-10-20144
Purchase / Work Order No.	: 24-12-297
Total Contract Price	: Php 637,230.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Six Hundred Thirty Seven Thousand Two Hundred Thirty Pesos

Upon issuance of this Notice, your company, **MAXTRONIX, INC.** 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
 DN: cn=Franz A. De Leon, o=DOST, ou=ASTI, email=franz.deleon@asti.dost.gov.ph

DATE OF ISSUANCE:

RECEIVED BY:

 Signature over Printed Name

 Date and Time

Postal Address : ASTI Bldg. UP Technology Park Complex
 CP Garcia Ave., Diliman, Quezon City 1101
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 Fax No.: +632 8249-9764

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