



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:	ZIONEYES GENERAL MERCHANDISE	PO No.:	ALAM-25-02-007
Address:	40 B Miami St., Silangan 3, Cubao, Quezon Ciy, 1109	PO Date:	February 18, 2025
TIN:	241-143-052-000	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: Pryce Tower Condominium, Bajada, Davao City

Delivery Term: On or before 21 February 2025

Date of Delivery: \_\_\_\_\_

Payment Term: Government Terms

Warranty Term: \_\_\_\_\_

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Piece	<p><b>Polo Shirts (Embroidered)</b></p> <p>Tokens for project's activities/trainings/ workshops/ Congress/conferences/meetings</p> <p>1.GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for Customized Embroidered Polo Shirts.</p> <p>1.2. The Approved Budget for the Contract (ABC) includes all applicable government taxes and services charges.</p> <p>2.Inclusions and Technical Specifications:</p> <p>2.1. Fabric Type: Cotton + Polyester blend piqué double knit material with computerized embroidery</p> <p>2.2. One (1) computerized embroidered colored logo and phrase on the front</p> <p>2.3. Three (3) computerized embroidered colored logos on the back with government agencies' names</p> <p>2.4. One (1) computerized embroidered phrase on the back</p> <p>2.5 Fabric color: Navy Blue</p> <p>2.6. SkAI-ALaM Logo and phrase</p> <p>2.6.1 Height: 2.2 inch</p> <p>2.6.2 Width: 3 inches</p> <p>2.7. DOST NAME AND LOGO:</p> <p>2.7.1 Font: Arial</p>	60	P540.00	P32,400.00

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>2.7.2 Font Size: 16 pt.  2.7.3. Height: 1.5 inch  2.7.4. Width: 1.5 inch  2.8. DOST-PCIEERD NAME AND LOGO:  2.8.1 Font: Arial  2.8.2 Font Size: 16 pt.  2.8.3. Height: 1.5 inch  2.8.4. Width: 1.5 inch  2.9. DOST-ASTI NAME AND LOGO:  2.9.1 Font: Arial  2.9.2 Font Size: 16 pt.  2.9.3. Height: 1.5 inch  2.9.4. Width: 1.5 inch  2.10. PHILIPPINE SKY ARTIFICIAL INTELLIGENCE  2.10.1. Font Style: Myriad Pro  2.10.2. Font Size 40 pt.</p> <p>2.11. DESIGN AND LAY-OUT  2.11.1 The end-user shall provide logos five (5) calendar days upon issuance of Notice to Proceed (NTP).  2.11.2. The layout attached to Request for Quotation (RFQ) is subject to change (minimum changes only).  2.11.3. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.  2.11.4. Samples must be provided by the supplier prior to mass production and must be approved by the end-user.  2.12. The rate includes delivery charges, bank and tax charges, and all other charges related to the procurement.</p> <p>3. PAYMENT AND DELIVERY TERMS  3.1. Goods must be delivered on or before February 21, 2025 to Pryce Tower Condominium, Bajada, Davao City.  3.2. Payment shall be made at least one (1) month after the services are rendered. Payment will be in the form of bank transfer (LDDAP); thus, bank charge may apply.  3.3. Payment shall be made after the product/supply has been delivered. No payment shall be made for the goods not delivered/utilized under this contract.</p> <p>(Please see attached quotation.)</p>			
2	Piece	<p><b>Corporate Jackets (embroidered)</b></p> <p>Tokens for project's activities/trainings/workshops/congress/conferences/meetings</p> <p>1.GENERAL OVERVIEW  1.1. DOST-ASTI is seeking qualified and</p>	25	P1,475.00	P36,875.00



competent bidders for Customized Embroidered Corporate Jackets.  
1.2. The ABC includes all applicable government taxes and services charges.

2.Inclusions and Technical Specifications:  
2.1. Fabric Type: C Polyester-viscose blend, wrinkle free, water resistant  
2.2. With two (2) side seam pockets (one for each side), double lined cloth with zipper and collar  
2.3. One (1) computerized embroidered colored logo on the front  
2.4. Three (3) computerized embroidered logos on the back with  
2.5 One (1) computerized embroidered phrase on the back with government agencies' names  
2.6 Fabric color: Gray  
2.7. SkAI-ALaM Logo  
2.7.1 Height: 2.2 inch  
2.7.2 Width: 3 inches  
2.8. DOST NAME AND LOGO:  
2.8.1 Font: Arial  
2.8.2 Font Size: 16 pt.  
2.8.3. Height: 1.5 inch  
2.8.4. Width: 1.5 inch  
2.9. DOST-PCIEERD NAME AND LOGO:  
2.9.1 Font: Arial  
2.9.2 Font Size: 16 pt.  
2.9.3. Height: 1.5 inch  
2.9.4. Width: 1.5 inch  
2.10. DOST-ASTI NAME AND LOGO:  
2.10.1 Font: Arial  
2.10.2 Font Size: 16 pt.  
2.10.6. Height: 1.5 inch  
2.10.7. Width: 1.5 inch  
2.11. PHILIPPINE SKY ARTIFICIAL INTELLIGENCE  
2.11.1. Font Style: Myriad Pro  
2.11.2. Font Size 40 pt.  
2.12. DESIGN AND LAY-OUT  
2.12.1 The end-user shall provide logos five (5) calendar days upon issuance of Notice to Proceed (NTP).  
2.12.2. The layout attached to Request for Quotation (RFQ) is subject to change (minimum changes only).  
2.12.3. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.  
2.12.4. Samples must be provided by the supplier prior to mass production and must be approved by the end-user.  
2.13. The rate includes delivery charges, bank and tax charges, and all other charges related to the procurement.



		<p>3. PAYMENT AND DELIVERY TERMS</p> <p>3.1. Goods must be delivered on or before February 21, 2025 to Pryce Tower Condominium, Bajada, Davao City.</p> <p>3.2. Payment shall be made at least one (1) month after the services are rendered. Payment will be in the form of bank transfer (LDDAP); thus, bank charge may apply.</p> <p>3.3. Payment shall be made after the product/supply has been delivered. No payment shall be made for the goods not delivered/utilized under this contract.</p> <p>(Please see attached quotation.)</p>			
3	Piece	<p><b>Token for Invited Guests and Speakers during Program Wide Congress</b></p> <p>Tumbler with Coffee Bundle Box</p> <p>1.GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for token for invited guests and Speakers during program wide congress.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges.</p> <p>2. INCLUSIONS AND TECHNICAL SPECIFICATIONS:</p> <p>2.1. Type: Insulated Vacuum-Sealed</p> <p>2.2 Material: Stainless Steel with Handle and Snap-On Lid</p> <p>2.3 Capacity: 16oz</p> <p>2.4 Color: Navy Blue</p> <p>2.5 Coffee: Davao Arabica Coffee (200 grams)</p> <p>2.6 With Brown Bundle Box</p> <p>2.7. One (1) SkAI-ALaM computerized colored logo and phrase on the front cover</p> <p>2.8. Three (3) computerized logos (DOST Name, DOST – PCIEERD, DOST-ASTI, PHILIPPINE SKY ARTIFICIAL INTELLIGENCE) on the back with government agencies' names</p> <p>2.9 DESIGN AND LAY-OUT</p> <p>2.9.1 The end-user shall provide logos five (5) calendar days upon issuance of NTP.</p> <p>2.9.2. The layout attached to RFQ is subject to change (minimum changes only).</p> <p>2.9.3. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.</p> <p>2.9.4. Samples must be provided by the supplier prior to mass production and must</p>	15	P820.00	P12,300.00




	be approved by the end- user. 2.10. The rate includes delivery charges, bank and tax charges, and all other charges related to the procurement.  3. PAYMENT AND DELIVERY TERMS 3.1. Goods must be delivered on or before February 21, 2025 to Pryce Tower Condominium, Bajada, Davao City. 3.2. Payment shall be made at least one (1) month after the goods are rendered. Payment will be in the form of bank transfer (LDDAP); thus, bank charge may apply. 3.3. Payment shall be made after the product/supply has been delivered. No payment shall be made for the goods not delivered/utilized under this contract.  (Please see attached quotation.)			
			TOTAL:	₱81,575.00
(Total Amount in Words)			Eighty One Thousand Five Hundred Seventy Five 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

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

Fund Cluster:	07	ORS / BURS No.:	023086012025-02-000023
Funds Available:	₱ 81,575.00	ORS / BURS Date:	FEBRUARY 19, 2025
		Amount:	₱ 81,575.00
<div> GAY CONCEPCION S. BUGAGAO Accountant III</div>			



18 February 2025

**NOTICE TO PROCEED**  
ALTERNATIVE MODE OF PROCUREMENT

**Mr. APRIL JOHN P. VILLAS**  
Proprietor  
**ZIONEYES GENERAL MERCHANDISE**  
40 B Miami St., Silangan 3  
Cubao, Quezon City 1109

Dear Mr. Villas,

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

Contract Name	: Supply and Delivery of Sixty (60) Pieces Polo Shirts (Embroidered) and Other Items
Purchase Request No.	: ALAM-25-01-20506
Purchase / Work Order No.	: ALAM-25-02-007
Total Contract Price	: Php 81,575.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Eighty One Thousand Five Hundred Seventy Five Pesos

Upon issuance of this Notice, your company, **ZIONEYES GENERAL MERCHANDISE** 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  
Jeffrey  
Aborot

DATE OF ISSUANCE:

FEB 20 2025

RECEIVED BY:

Signature over Printed Name

Date and Time

Postal Address : ASTI Bldg. UP 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  
Fax No.: +632 8249-9764

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