



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:	PATRICK MARK CAR CARE CENTER	PO No.:	25-02-039
Address:	47 KH cor. Mapagmahal St., Pinyahan, Quezon City 1100	PO Date:	February 21, 2025
TIN:	268-720-984-00000	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: ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101

Delivery Term: Provided for under description

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

Payment Term: Government Terms

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

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p><b>Repair of Nissan Urvan Grey</b></p> <p>1. BACKGROUND AND OBJECTIVES</p> <p>1.1. DOST-ASTI is seeking a qualified and competent service provider for the repair of DOST-ASTI Nissan Urvan Grey with Plate No. NAE1082, with Property No. 1.1.5. This is to repair the defective air-conditioning system and engine control module of Nissan Urvan Grey.</p> <p>1.2. The Approved Budget for the Contract is inclusive of all applicable government taxes and other charges.</p> <p>2. SCOPE OF WORK</p> <p>2.1. General Service Cleaning of Cooling Coil (including Rubber Tex, Compressor Oil, Freon Gas)</p> <p>2.2. Replacement of Expansion Valve – Quantity: Two (2) pieces</p> <p>2.3. Replacement of Filter Drain</p> <p>2.4. Replacement of Micro Filter</p> <p>2.5. Replacement of Cooling Coil</p> <p>2.6. Pulldown of Dashboard</p> <p>2.7. Replacement of Engine Control Module</p> <p>3. DELIVERY AND PAYMENT TERMS</p> <p>3.1. Delivery: Replacement must be</p>	1	P69,850.00	P69,850.00

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




	completed within three (3) working days upon turnover by DOST-ASTI to the service center. 3.2. Payment shall be processed only upon certification/acceptance by the End-user that the services are rendered in accordance with the terms of this Contract and are inspected and accepted. No payment shall be made for service/s not yet rendered under this Contract.  (Please see attached quotation.)			
			TOTAL:	P69,850.00
(Total Amount in Words)			Sixty Nine Thousand Eight Hundred Fifty 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:

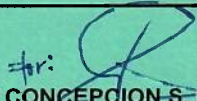
Very Truly Yours,

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

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

Digitally signed by Jeffrey Aborot

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

Fund Cluster:	01	ORS / BURS No.:	0210101-2025-02-000121
Funds Available:	Php 69,850.00	ORS / BURS Date:	FEBRUARY 25, 2025
		Amount:	P 69,850.00
<div> GAY CONCEPCION S. BUGAGAO _____ Accountant III</div>			



21 February 2025

**NOTICE TO PROCEED**  
ALTERNATIVE MODE OF PROCUREMENT

**Ms. ARIANNE ASEGUARADO**  
Authorized Representative  
**PATRICK MARK CAR CARE CENTER**  
47 KH cor. Mapagmahal St.  
Pinyahan, Quezon City 1100

Dear Ms. Asegurado,

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

Contract Name	: Provision of One (1) Lot Repair of Nissan Urvan Grey
Purchase Request No.	: GAA-25-01-20561
Purchase / Work Order No.	: 25-02-039
Total Contract Price	: Php 69,850.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Sixty Nine Thousand Eight Hundred Fifty Pesos

Upon issuance of this Notice, your company, **PATRICK MARK CAR CARE CENTER** 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.** Digitally signed by Jeffrey Aborot  
Director

DATE OF ISSUANCE:

27 FEB 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