



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:	MARIA AVE RENT A- CAR	PO No.:	ROAMER-25-04-001
Address:	24-A San Rafael Vill., Brgy. 10-A, Davao City 8000	PO Date:	April 29, 2025
TIN:	930-199-515-000	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:	ASIMOV-HAWKS Project Office, Pryce Tower, J.P. Laurel Ave., Davao City	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>VEHICLE RENTAL</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Nine (9) Lots of Vehicle Rental to be used during the conduct of fieldworks, drone test flights and experiments of the HAWKS Component.</p> <p>1.2. The Approved Budget for the Contract is inclusive of all applicable government taxes and service charges.</p> <p>2. SPECIFICATIONS AND REQUIREMENTS</p> <p>2.1. Lease/rental of transportation vehicle good for twelve (12) hours usage per day</p> <p>2.2. Quantity: One (1) unit</p> <p>2.3. Capacity: Can accommodate big equipment with a dimension of L34" x W34" x H35"</p> <p>2.4. Number of Passengers: At least seven (7) pax</p> <p>2.5. Vehicle Type: Closed-type, spacious van with air conditioning system with removable or foldable back seats</p> <p>2.6. Number of Usage: Nine (9) Days</p> <p>2.7. Duration of Usage: 02 May 2025 - 14 June 2025</p> <p>2.8. Possible Routes: ASIMOV-HAWKS Project Office, Pryce Tower, J.P. Laurel Ave., Davao City to any areas (districts)</p>	9	P4,500.00	P40,500.00

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+632 8426-9755

within Davao City and vice versa but not limited to the following:

2.8.1. Tugbok District, Davao City;
and/or

2.8.2. Calinan District, Davao City;
and/or

2.8.3. Baguio District, Davao City;
and/or

2.8.4. Marilog District, Davao City;
and/or

2.8.5. Buhangin District, Davao City;
and/or

2.8.6. Talomo District, Davao City;
and/or

2.8.7. Poblacion District, Davao City;
and/or

2.8.8. Paquibato District, Davao City;
and/or

2.8.9. Toril District, Davao City.

2.9. Rate must include vehicle rental cost, fuel cost, driver's fee, meals & accommodation, bank charges, and all other charges related to the rental.

2.10. Designated driver of the service provider must have a valid driver's license with restriction code of at least 1 and 2 and must be fully vaccinated against COVID-19.

2.11. The service provider is required to submit a breakdown of the quotation which must indicate the rental rate per day, which is not subject to change.

2.12. The office address of the service provider must be located within Davao City only.

2.13. The schedules of the trips are executory upon the perfection of the contract and issuance of the Notice to Proceed (NTP) unless otherwise re-scheduled or canceled by the end-user for any justifiable causes. If delays or rescheduling are likely to be incurred, the end-user unit shall notify the DOST-ASTI Procurement Management Section (PMS) within three (3) days before the schedule. Within the same three (3)-day period, the end-user shall justify the delay or rescheduling to the Head of the Procuring Entity in writing stating its cause/s and the new trip schedule. After which, the DOST-ASTI PMS shall issue a letter to the service provider.

3. DELIVERY AND PAYMENT TERMS

3.1. The final schedule for van rental will be provided by the end-user at least two (2) days prior to each daily activity.

3.2. The tentative schedule will be at least once a week or depending on the

		<p>needs of the project during the specified duration.</p> <p>3.3. The maximum number of lots (trips) is nine (9); however, if there are unpredictable weather conditions that would make scheduled activities difficult, only the actual usage will be processed for payment.</p> <p>3.4. Progress payment is allowed, subject to the submission of a billing statement and other documentary requirements.</p> <p>(Please see attached quotation.)</p>			
2	Lot	<p>VEHICLE RENTAL</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Six (6) lots of Vehicle Rental to be used during the fieldwork activities of the HAWKS Component within Davao Region.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and service charges.</p> <p>2. SPECIFICATIONS AND REQUIREMENTS</p> <p>2.1. Lease/rental of transportation vehicle good for twelve (12) hours usage per day</p> <p>2.2. Quantity: One (1) Unit</p> <p>2.3. Capacity: Can accommodate big equipment with a dimension of L34" x W34" x H35"</p> <p>2.4. Vehicle Type: Closed-type, spacious van with air conditioning system with removable or foldable back seats</p> <p>2.5. Number of Passengers: At least seven (7) pax per unit</p> <p>2.6. Number of Usage: Six (6) Days</p> <p>2.7. Duration of Usage: 02 May 2025 - 14 June 2025</p> <p>2.8. Possible Routes: ASIMOV-HAWKS Project Office, Pryce Tower, J.P. Laurel Ave., Davao City to any areas (municipalities) within Davao Region and vice versa but not limited to the following:</p> <p>2.8.1. Carmen, Davao del Norte; and/or</p> <p>2.8.2. Tagum City, Davao Del Norte; and/or</p> <p>2.8.3. Braulio E. Dujali, Davao del Norte; and/or</p> <p>2.8.4. Sto. Tomas, Davao Del Norte; and/or</p> <p>2.8.5. Kapalong, Davao del Norte; and/or</p> <p>2.8.6. Asuncion, Davao del Norte; and/or</p>	6	P5,500.00	P33,000.00

	<p>2.8.7. Talaingod, Davao del Norte; and/or</p> <p>2.8.8. San Isidro, Davao del Norte; and/or</p> <p>2.8.9. Davao City, Davao del Sur; and/or</p> <p>2.8.10. Digos City, Davao del Sur; and/or</p> <p>2.8.11. Hagonoy, Davao del Sur.</p> <p>2.9. Rate must include vehicle rental cost, fuel cost, driver's fee, meals & accommodation, bank charges, and all other charges related to the rental.</p> <p>2.10. Designated driver of the service provider must have a valid driver's license with restriction code of at least 1 and 2 and must be fully vaccinated against COVID-19.</p> <p>2.11. The service provider is required to submit a breakdown of the quotation which must indicate the rental rate per day, which is not subject to change.</p> <p>2.12. The office address of the service provider must be located within Davao City only.</p> <p>2.13. The schedules of the trips are executory upon the perfection of the contract and issuance of the NTP unless otherwise re-scheduled or canceled by the end-user for any justifiable causes. If delays or rescheduling are likely to be incurred, the end-user unit shall notify the DOST-ASTI PMS shall issue a letter to the service provider.</p> <p>3. DELIVERY AND PAYMENT TERMS</p> <p>3.1. The final schedule for van rental will be provided by the end-user at least two (2) days prior to each fieldwork activity.</p> <p>3.2. The tentative schedule will be at least once a week or depending on the needs of the project during the specified duration.</p> <p>3.3. The maximum number of lots (trips) is six (6); however, if there are unpredictable weather conditions that would make scheduled activities difficult, only the actual usage will be processed for payment.</p> <p>3.4. Progress payment is allowed, subject to the submission of billing statement and other documentary requirements.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	P73,500.00
(Total Amount in Words)			Seventy-Three Thousand Five Hundred 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)


(Date)

Very Truly Yours,

Franz A. de Leon, Ph.D.
Director, DOST-ASTI

Digitally signed by Franz A. de Leon, Ph.D.
Date: 2025.04.30 09:47:22+08'00'

Digitally signed by Jeffrey A. Aborot

Fund Cluster:	07	ORS / BURS No.:	023086012025-04-000100
Funds Available:	Php 73,500.00	ORS / BURS Date:	APRIL 29, 2025
		Amount:	₱ 73,500.00
<div> GAY CONCEPCION S. BUGAGAO Accountant III</div>			



29 April 2025

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. AVELINO E. MONTECALVO, Jr.
Authorized Representative
MARIA AVE RENT A- CAR
24-A San Rafael Vill.
Brgy. 10-A, Davao City 8000

Dear Mr. Montecalvo,


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

Contract Name	: Supply and Delivery of Nine (9) Lots Vehicle Rental and Other Items
Purchase Request No.	: ROAMER-25-04-20958
Purchase / Work Order No.	: ROAMER-25-04-001
Total Contract Price	: ₱73,500.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Seventy-Three Thousand Five Hundred Pesos

Upon issuance of this Notice, your company, **MARIA AVE RENT A- CAR** 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,


Digitally signed by
Franz A. de Leon, Ph.D.
Date: 2025.04.30 09:47:
+08'00'
FRANZ A. DE LEON, Ph.D.
Director

Digitally
signed by
Jeffrey A.
Aborot

DATE OF ISSUANCE:

April 30, 2025

RECEIVED BY:

Signature over Printed Name

Date and Time

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REV 2 / 05 October 2023