



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

PURCHASE ORDER

Supplier:	MZR BUILDERS	PO No.:	23-05-076
Address:	32 Chicago St., Brgy. Pinagkaisahan, Cubao, Quezon City	PO Date:	May 22, 2023
TIN:	006-788-239-000	Mode of Procurement:	Competitive Bidding

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>Glass Doors</p> <p>1. OBJECTIVE</p> <p>1.1. DOST-ASTI is looking for a service provider, with necessary expertise, experience, and knowledge for the Supply, Delivery, and Installation of GLASS DOORS for DOST-ASTI's main/front, back, and roof deck doors.</p> <p>2. LOCATION</p> <p>2.1. DOST-ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City 1101</p> <p>3. SCOPE OF WORK</p> <p>3.1. Dismantling of existing glass wall and doors in the main/front, back and roof deck entrances.</p> <p>3.2. Demolition, restoration, and refurbishment of affected walls for installation.</p> <p>3.3. Supply and installation of new frameless door entrances.</p> <p>3.4. Supply and installation of complete set of motorized automatic frameless sliding doors with sensor, touch switch, RFID mechanism, parts, and components, inclusive of electrical wiring and breaker installation for main/front and back entrances.</p> <p>3.5. Supply and installation of complete set of glass swing doors for the roof deck entrances.</p> <p>3.6. Provision of demonstration and testing of motion sensor doors.</p> <p>3.7. Testing and commissioning of actual/functional and installed doors/ entrances.</p> <p>4. TECHNICAL SPECIFICATIONS</p> <p>4.1. MAIN/FRONT ENTRANCE</p> <p>4.1.1. Dimension</p> <p>4.1.1.1. 7 meter/s x 2.72 meter/s</p>	1	P1,398,000.00	P1,398,000.00

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;
Fax No. : +632 8426-9764

AD 2023-05-0419
OR 2023-05-040012

- 4.1.2. Frameless Automatic Sliding Door
 - 4.1.2.1. Two (2) 1 meter/s x 2.72 meter/s
- 4.1.3. Clear tempered glass for wall and door
 - 4.1.3.1. 1/2 inches (thickness)
- 4.1.4. Motorized (Automatic)
 - 4.1.4.1. Motion sensor sliding glass door
- 4.1.5. Fixed Frameless Glass Wall
 - 4.1.5.1. Four (4) Fixed Glass Wall
 - 4.1.5.1.1. Minimum: 0.85 meter/s x 2.72 meter/s
 - 4.1.5.2. Two (2) Fixed Glass Wall
 - 4.1.5.2.1. Minimum: 0.8 meter/s x 2.3 meter/s
- 4.1.6. Sensor doors shall be equipped with manual transfer.
- 4.1.7. Dimensions given above may vary depending on the actual size and design of entrance. Minimum variations (+/-) shall be accepted by the end-user.

4.2. BACK ENTRANCE

- 4.2.1. Dimension
 - 4.2.1.1. 3.7 meter/s x 2.66 meter/s
- 4.2.2. Frameless Sliding Door
 - 4.2.2.1. Two (2) - 0.90 meter/s x 2.66 meter/s
- 4.2.3. Clear tempered glass for wall and door
 - 4.2.3.1. 1/2 inches (thickness)
- 4.2.4. Motorized (Automatic)
 - 4.2.4.1. Motion sensor sliding glass door
- 4.2.5. Fixed Frameless Glass Wall
 - 4.2.5.1. Two (2) 0.95 meter/s x 2.66 meter/s
- 4.2.6. Sensor doors shall be equipped with manual transfer.
- 4.2.7. Dimensions given above may vary depending on the actual size and design of entrance. Minimum variations (+/-) shall be accepted by the end-user.

4.3. ROOF DECK ENTRANCE

- 4.3.1. Dimension
 - 4.3.1.1. 4 meter/s x 2.10 meter/s
- 4.3.2. Frameless Swing Door
 - 4.3.2.1. Two (2) 0.90 meter/s x 2.10 meter/s
- 4.3.3. Clear tempered glass for wall and door
 - 4.3.3.1. 1/2 inches (thickness)
- 4.3.4. Fixed Frameless Glass Wall
 - 4.3.4.1. Two (2) 0.95 meter/s x 2.1 meter/s
- 4.3.5. Dimensions given above may vary depending on the actual size and design of entrance. Minimum variations (+/-) shall be accepted by the end-user.

5. OTHER MATTERS

- 5.1. Temporary facilities/barracks shall be of the expense of the service provider at the approved location of the end-user required for use of his/her workers and safe storage of tools and materials and shall maintain sanitary operable conditions, all in conformity of the local regulations, if necessary.
- 5.2. As-built Plan and Schematic Diagram shall be provided by the service provider upon completion of the project. A complete set of as-built drawings in printed Form (20"x 30") and/or A3, whichever is required by DOST-ASTI and a softcopy in AutoCAD or any related drawing application.
- 5.3. The service provider shall be responsible for the proper execution and coordination of his/her work. All in compliance with the Safety and Health Standards.
- 5.4. The service provider shall secure applicable insurance, warranty bond, bid and performance bonds for disruptions, loss, or failure in the conduct of the Project.


	<p>5.5. The service provider shall seek approval from the end-user prior to dismantling and installation of glass doors.</p> <p>6. DELIVERY AND PAYMENT TERMS</p> <p>6.1. Delivery of goods and services shall commence within ten (10) calendar days upon issuance of Notice to Proceed and shall be completed on or before 30 June 2023.</p> <p>6.2. Full payment will only be given once the goods and services are completely delivered, inspected, and accepted by the end-user unit.</p> <p>6.3. No payment shall be made for the goods and services not delivered under this contract.</p> <p>6.4. The price of the bid must be inclusive of the government taxes and other charges.</p> <p>7. WARRANTY TERMS</p> <p>7.1. The goods and services must carry a one (1) year warranty for parts and services.</p> <p>7.2. Warranty service shall commence from the date of end-user acceptance.</p> <p>(Please see attached offer.)</p>			
				TOTAL:
				₱1,398,000.00
(Total Amount in Words)	One Million Three Hundred Ninety Eight Thousand 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. By: [Signature]
Director, DOST-ASTI

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.: <u>011021012023-05-000012</u>
Funds Available:	<u>PHP 1,398,000.00</u>	ORS / BURS Date: <u>May 22, 2023</u> Amount: <u>₱ 1,398,000.00</u>
<p> GAY CONCEPCION S. BUGAGAO Accountant III</p>		



22 May 2023

NOTICE TO PROCEED
PUBLIC BIDDING

Ms. MARILOU R. QUIROZ
 Vice President for Admin and Finance
MZR BUILDERS
 32 Chicago St., Brgy. Pinagkaisahan
 Cubao, Quezon City

Dear Ms. Quiroz,

Notice is hereby given to **MZR BUILDERS** that work/delivery may proceed for the following procurement details:

Contract Name	: Supply, Delivery, and Installation of One (1) Lot Glass Doors
Purchase Request No.	: GAA-23-02-16189
Purchase / Work Order No.	: 23-05-076
Total Contract Price	: Php 1,398,000.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Million Three Hundred Ninety Eight Thousand Pesos

Upon signing receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement/Purchase Order/Work Order and in accordance with the schedule of requirements/delivery schedule.

You are also hereby required to file a Warranty Security for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. It shall be either retention money in an amount equivalent to at least five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof. Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Note that failure to comply with the above requirements and failure to perform the services under the terms and conditions of the Agreement/Purchase Order/Work Order may constitute grounds for its forfeiture.

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:

RECEIVED BY:

WARRANTY SECURITY

MAY 24, 2023

Signature over Printed Name

Type of Warranty Security:

Amount of Warranty Security:

O.R. No.:

Php

Date and Time

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
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ASTI-FM 03-18
 REV 2 / 13 January 2020