



Republic of the Philippines  
**DEPARTMENT OF SCIENCE AND TECHNOLOGY**  
**ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE**



**PURCHASE ORDER**

ASTI – FM 03-17  
REV 4 / 09 June 2025

Supplier:	ZIONEYES GENERAL MERCHANDISE	PO No.:	25-07-141
Address:	40 B Miami St., Silangan 3, Cubao, Quezon Ciy, 1109	PO Date:	July 08, 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:	ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101	Delivery Term:	On or before 25 July 2025
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p><b>Supply and Delivery of One (1) Lot Customized DOST-ASTI Tokens</b></p> <p>1. Background and Objectives</p> <p>1.1. The DOST-Advanced Science and Technology Institute (DOST-ASTI) is seeking qualified and competent bidders to participate in the procurement of the Supply and Delivery of Customized Tokens for Advanced Science, Technology, and Innovation Convention (ASTICon) 2025. These customized tokens will feature branding for ASTICon scheduled for August 2025.</p> <p>1.2. Proposals that meet or exceed the stated specifications will be evaluated and considered.</p> <p>1.3. The Approved Budget for the Contract is inclusive of all applicable government taxes, duties, and service charge</p> <p>2. Technical Specifications</p> <p>2.1. Multi-function data cable set</p> <p>2.1.1. Quantity: Two hundred (200) pieces</p> <p>2.1.2. Color: White</p> <p>2.1.3. Size: Diameter approximately 3.3 inches (round); Thickness: 0.4 inch</p> <p>2.1.4. Printing: Full-color UV print on casing</p> <p>2.1.5. Features</p> <p>2.1.5.1. 5-in-1 mini data cable storage box</p> <p>2.1.5.2. Includes 60W fast charging USB</p>	1	P154,600.00	P154,600.00

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



	<p>cable</p> <p>2.1.5.3. Silicone Type-C Adapter</p> <p>2.1.5.4. Card slot for storage</p> <p>2.1.5.5. SIM tray pop-up screw</p> <p>2.1.5.6. Built-in mobile phone holder</p> <p>2.1.6. Function</p> <p>2.1.6.1. Data transmission, card storage, and mobile phone support.</p> <p>2.1.7. Branding and design requirements</p> <p>2.1.7.1. Each item must include DOST-ASTI branding, featuring the DOST-ASTI logo, wordmark, and tagline artwork, as specified by the end-user (refer to attached specifications and layout).</p> <p>2.1.7.2. The layout attached to the RFQ may be subject to minimal change.</p> <p>2.1.7.3. Final design and layout shall be provided by the end-user within five (5) calendar days from the issuance of Notice to Proceed (NTP).</p> <p>2.2. Wooden Phone Stand</p> <p>2.2.1. Quantity: 200 pieces</p> <p>2.2.2. Material: Beech wood</p> <p>2.2.3. Dimensions: 6 cm (W) x 8 cm (L) x 2 cm (H) (approximately), with one (1) universal phone slot</p> <p>2.2.4. Printing: Digital DTF printing or engraved (preferred)</p> <p>2.2.5. Branding and Design Requirements</p> <p>2.2.5.1. With DOST-ASTI branding, including the DOST-ASTI logo, wordmark, and tagline (refer to end-user specifications and attached layout).</p> <p>2.2.5.2. The layout attached to the RFQ may be subject to minimal change.</p> <p>2.2.5.3. Final design and layout shall be provided by the end-user within five (5) calendar days from the issuance of NTP.</p> <p>2.3. Tumbler</p> <p>2.3.1. Quantity: 200 pieces</p> <p>2.3.2. Color: Black</p> <p>2.3.3. Material: Insulated Hard Plastic Matte Finished Tumbler</p> <p>2.3.4. Capacity: Approximately 500ML</p> <p>2.3.5. Special Features</p> <p>2.3.5.1. BPA free</p> <p>2.3.5.2. Anti-slip silicon bottom</p> <p>2.3.5.3. Spill/Leak-proof lid</p> <p>2.3.5.4. Double-wall insulation for hot and cold liquid</p> <p>2.3.6. Branding and Design Requirements</p> <p>2.3.6.1. With DOST-ASTI branding, including the DOST-ASTI logo, wordmark, and tagline (refer to end-user specifications and attached layout).</p> <p>2.3.6.2. The layout attached to the RFQ is subject to minor changes.</p>		
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	<p>2.3.6.3. Final design and layout shall be provided by the end-user within five (5) calendar days from the issuance of NTP.</p> <p>3. Sampling Requirements</p> <p>3.1. The supplier shall submit one (1) customized sample of each item as part of their proposal, at no additional cost.</p> <p>3.2. The end-user will provide the official designs. Supplier may suggest revisions; however, any modifications must be approved by the end-user prior to implementation.</p> <p>3.3. Sample item/s must be submitted within seven (7) calendar days from issuance of Notice to Proceed (NTP).</p> <p>3.4. A maximum of three (3) revisions to the sample shall be allowed, subject to the approval of the end-user.</p> <p>4. Warranty</p> <p>4.1. The supplier warrants that the items are free from defects in materials, workmanship, and design.</p> <p>4.2. Any defective, damaged, incorrect, or disapproved item must be replaced immediately by the supplier at no additional cost to the procuring entity.</p> <p>4.3. The supplier shall be responsible for retrieval and replacement of any defective or disapproved item and must ensure completion within three (3) calendar days upon notification.</p> <p>4.4. Failure to replace or rectify the items within the specified period shall be subject to appropriate penalties as provided under existing procurement rules.</p> <p>5. Payment and Delivery Terms</p> <p>5.1. Delivery of Goods and/or performance of services shall be completed on or before 25 July 2025, at the location specified in the contract of purchase order.</p> <p>5.2. Payment shall be made only upon the issuance of a Certificate of Acceptance by the end-user, certifying that the goods are delivered in accordance with the terms and specifications of the contract.</p> <p>5.3. No payment shall be made for items that are not yet delivered, not accepted, or that fail to meet the agreed specifications.</p> <p>5.4. The contract price must be inclusive of all applicable government taxes, duties, delivery charges, and other incidental costs.</p> <p>(Please see attached quotation.)</p>			
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2	Lot	<p><b>Supply and Delivery of One (1) Lot DOST-ASTI Customized Polo Shirts</b></p> <p>1. Background and Objectives</p> <p>1.1. The DOST - Advanced Science and Technology Institute (DOST-ASTI) is seeking a qualified and competent supplier for the Supply and Delivery of one (1) lot Customized Polo Shirts for ASTICon 2025. These customized polo shirt will feature branding for the ASTICon scheduled for August 2025.</p> <p>1.2. Proposals that meet or exceed the stated specifications will be evaluated and considered.</p> <p>1.3. The ABC is inclusive of all applicable government taxes and service charges.</p> <p>2. Technical Specifications</p> <p>2.1. Quantity: Three hundred thirty (330) pieces</p> <p>2.2. Color: Preferably Steel Blue Gray</p> <p>2.3. Fabric: Preferably Pique Cotton / Honeycomb Cotton</p> <p>2.4. Embroidered Front and back design</p> <p>2.5. With individual plastic packaging</p> <p>2.6. Sizes</p> <p>2.6.1. XS, S, M, L, XL, XXL, XXXL, 7XL</p> <p>2.6.2. Size breakdown shall be provided by the end-user within five (5) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>2.6.2.1. No additional charges incurred for XL, XXL, XXXL, and 7XL sizes.</p> <p>2.7. Branding and Design Requirements</p> <p>2.7.1. With DOST-ASTI branding, including the DOST-ASTI logo, wordmark, and tagline (refer to end-user specifications and attached layout).</p> <p>2.7.2. The layout attached to the RFQ is subject to minor changes.</p> <p>2.7.3. Final design and layout shall be provided by the end-user within five (5) calendar days from the issuance of Notice to Proceed (NTP).</p> <p>2.8. Sampling requirements</p> <p>2.8.1. Supplier must submit one (1) customized sample polo shirt (with approved cloth swatches and embroidery) to demonstrate quality and craftsmanship; sample shall be part of their proposal, at no additional cost.</p> <p>2.8.2. Sample must be submitted within</p>	1	P162,360.00	P162,360.00
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	<p>ten (10) calendar days from receipt of the final design from the end-user.</p> <p>2.8.3. A maximum of three (3) revisions to the sample shall be allowed, subject to the approval of the end-user.</p> <p>3. Warranty</p> <p>3.1. The supplier warrants that the items are free from defects in materials, workmanship, and design.</p> <p>3.2. The defective damaged, incorrect, or disapproved item must be replaced immediately by the supplier at no additional cost to the procuring entity.</p> <p>3.3. The supplier shall be responsible for retrieval and replacement of any defective or disapproved item and must ensure completion within three (3) calendar days upon notification.</p> <p>3.4. Failure to replace or rectify the items within the specified period shall be subject to appropriate penalties as provided under existing procurement rules.</p> <p>3.5. Warranty coverage shall include defects in embroidery, stitching, and fabric integrity for a period of thirty (30) calendar days after delivery.</p> <p>4. Payment and Delivery Terms</p> <p>4.1. Delivery of Goods and/or performance of services shall be completed on or before 25 July 2025, at the location specified in the contract of purchase order.</p> <p>4.2. Payment shall be made only upon the issuance of a Certificate of Acceptance by the end-user, certifying that the goods are delivered in accordance with the terms and specifications of the contract.</p> <p>4.3. No payment shall be made for items that are not yet delivered, not accepted, or that fail to meet the agreed specifications.</p> <p>4.4. The contract price must be inclusive of all applicable government taxes, duties, delivery charges, and other incidental costs.</p> <p>(Please see attached quotation.)</p>			
			<b>TOTAL:</b>	<b>P316,960.00</b>
<b>(Total Amount in Words)</b>			<b>Three Hundred Sixteen Thousand Nine Hundred Sixty Pesos Only</b>	

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,



Digitally signed by  
Franz A. de Leon, Ph.D.  
Date: 2025.07.09 18:59:  
18+08'00"

Digitally  
signed by  
Jeffrey A.  
Aborot

FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

(Signature over Printed Name of Supplier)

(Date)

Fund Cluster:	01	ORS / BURS No.:	021011012025-07-00531
		ORS / BURS Date:	JUL 09, 2025
Funds Available:	PHP 316,960.00	Amount:	₱ 316,960.00
<div>GAY CONCEPCION S. BUGAGAO</div> <div>Accountant III</div>			





08 July 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 One (1) Lot Customized DOST-ASTI Tokens and One (1) Lot DOST-ASTI Customized Polo Shirts
Purchase Request No.	: GAA-25-06-21480
Purchase / Work Order No.	: 25-07-141
Total Contract Price	: Php 316,960.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Three Hundred Sixteen Thousand Nine Hundred Sixty 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,

Digitally signed by  
Franz A. de Leon, Ph.D.  
Date: 2025.07.09 18:59:  
31+08'00'  
DOST-ASTI  
Digitally signed by  
Jeffrey A. Aborot

**FRANZ A. DE LEON, Ph.D.**  
Director

DATE OF ISSUANCE:

July 10 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  
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