



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.:	25-07-143
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>Supply and Delivery of One (1) Lot ASTICON Customized Conference Bag</p> <p>1. Background and Objectives 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 ASTICON Customized Conference Bag. These customized conference bags will feature branding for the Advanced Science, Technology, and Innovation Convention (ASTICon) scheduled for August 2025. 1.2. Proposals that meet or exceed the stated specifications will be evaluated and considered. 1.3. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes, duties, and service charge</p> <p>2. Technical Specifications 2.1. Quantity: 200 pieces 2.2. Material: Polypropylene woven 2.3. Color: Full color 2.4. Printing: Silkscreen and/or DTF Printing 2.5. Handle: Approximately 21-inch orange handles made of polyester fabric 2.6. Dimensions: Approximately 12 x 14 x 4 inches (W X H X D)</p>	1	P51,600.00	P51,600.00

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. 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 NTP.</p> <p>3. Sampling Requirements</p> <p>3.1. The supplier shall submit one (1) customized sample 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</p>		
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		<p>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>			
2	Lot	<p>Supply and Delivery of one (1) lot ASTICON Customized Lanyards</p> <p>1. Background and Objectives</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of one (1) lot Customized lanyards, for the ASTICon 2025. These customized lanyards 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 ABC is inclusive of all applicable government taxes and service charges.</p> <p>2. Technical Specifications</p> <p>2.1. Quantity: Two hundred sixty (260) pieces</p> <p>2.2. Design Features:</p> <p>2.2.1. Customized lanyard with buckle clip</p> <p>2.2.2. Universal string, and dog clip</p> <p>2.3. Material: Polycotton Subli-Lace</p> <p>2.4. Dimensions: At least one (1) inch width and thirty-seven (37) inches in length</p> <p>2.5. Printing: Full-color sublimation or equivalent method</p> <p>2.6. Branding and Design Requirements</p> <p>2.6.1. With DOST-ASTI branding, including the DOST-ASTI logo, wordmark, and tagline (refer to end-user specifications and attached layout).</p> <p>2.6.2. The layout attached to the RFQ is subject to minor changes.</p> <p>2.6.3. Final design and layout shall be provided by the end-user within five (5) calendar days from the issuance of NTP.</p> <p>2.6.4. Supplier must submit one (1) customized lanyard (with approved cloth swatches and print) to demonstrate quality and craftsmanship.</p> <p>2.6.5. Sample must be submitted within ten (10) calendar days from receipt of the final design from the end-user.</p> <p>2.6.6. 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>	1	P22,100.00	P22,100.00

	<p>3.1. The supplier warrants 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>			
			TOTAL:	₱73,700.00
(Total Amount in Words)		Seventy Three Thousand Seven 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,

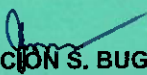
(Signature over Printed Name of Supplier)

(Date)

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

Digitally signed by Franz A. de Leon, Ph.D.
Date: 2025.07.09 18:58:00
DOST45+08'00'

Digitally signed by Jeffrey A. Aborot

Fund Cluster:	01	ORS / BURS No.:	021011012025-07-000582
		ORS / BURS Date:	JULY 09, 2025
Funds Available:	Php 73,700.00	Amount:	₱ 73,700.00
<div> GAY CONCEPCION S. BUGAGAO 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 ASTICON Customized Conference Bag and One (1) lot ASTICON Customized Lanyards
Purchase Request No.	: GAA-25-06-21479
Purchase / Work Order No.	: 25-07-143
Total Contract Price	: Php 73,700.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Seventy Three Thousand Seven Hundred 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
Franz A. de Leon, Ph.D.
Date: 2025.07.09 18:58:
58+08'00'
Digitally signed by
Jeffrey A. Aberot

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
Email: : info@asti.dost.gov.ph

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ASTI - FM 03-10
REV 5 / 05 June 2025