



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

PURCHASE ORDER

Supplier:	OCTA DRAGON ENTERPRISES	PO No.:	23-06-102
Address:	Lot 31 Blk 2 Ph 1-A Vista Verde Ave., Cor. Valencia St., Vista Verde Executive Village, Cainta, Rizal	PO Date:	June 15, 2023
TIN:	904-917-301-000	Mode of Procurement:	NP: Shopping (a)

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:	Fifteen (15) calendar days upon issuance of NTP
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>Electrical Supplies</p> <p>1. GENERAL OVERVIEW The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the supply and delivery of various electrical supplies.</p> <p>1.1. The approved budget for the contract is inclusive of all applicable government taxes and other charges.</p> <p>1.2. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>1.3. The procurement of various electrical supplies is needed for the replacement of defective and non-serviceable outlets located in various locations in ASTI building. See Annex A.</p> <p>2. Technical Specifications</p> <p>2.1. Convenience Outlet</p> <p>2.1.1. Two (2) Gang</p> <p>2.1.2. Three (3) plate prong wide series</p> <p>2.1.3. 36 pcs.</p> <p>2.2. AMCO Box</p> <p>2.2.1. 2x4 PVC</p> <p>2.2.2. 2 pcs.</p> <p>2.3. Black Plate</p> <p>2.3.1. 2x4 PVC</p> <p>2.3.2. 2 pcs.</p> <p>2.4. THHN Wire</p> <p>2.4.1. #12 Stranded</p> <p>2.4.2. 1 box</p> <p>2.5. Black Screw</p> <p>2.5.1. 1" (inches)</p> <p>2.5.2. 1 box</p> <p>2.6. Tox #5</p> <p>2.6.1. 1 box</p> <p>2.7. Electrical flat moulding</p> <p>2.7.1. 3/4" x 8'</p> <p>2.7.2. 3 pcs</p> <p>2.8. Sealant</p> <p>2.8.1. 300 ml</p> <p>2.8.2. 1 pc</p>	1	P68,800.00	P68,800.00

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

	<p>2.9. Floor Outlet 2.9.1. One (1) Gang 2.9.2. Round 2.9.3. 5 pcs 2.10. Fine Thread 2.10.1. 1 1/2" (inches) 2.10.2. 72 pcs.</p> <p>3. DELIVERY AND PAYMENT TERMS</p> <p>3.1. Supply and Delivery of one (1) lot of electrical supplies must be completed within fifteen (15) calendar days upon issuance of Notice to Proceed. 3.2. Payment shall be made only upon certification/acceptance by the end user to the effect that the Goods have been delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for supplies and materials not yet delivered under this Contract.</p> <p>(Please see attached quotation.)</p>			
				TOTAL: P68,800.00
(Total Amount in Words)		Sixty Eight Thousand Eight 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)


FRANZ A. DE LEON, Ph.D. Digitally signed by Franz A. De Leon

Director, DOST-ASTI

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>01101012023-06-000423</u>
		ORS / BURS Date:	<u>June 16, 2023</u>
Funds Available:	<u>PHP 68,800.00</u>	Amount:	<u>₱ 68,800.00</u>
<p>_____ GAY CONCEPCION S. BUGAGAO Accountant III</p>			



15 June 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. SOLITARIO E. BALSAMO

Owner

OCTA DRAGON ENTERPRISES

Lot 31 Bk 2 Ph 1-A Vista Verde Ave.

Cor. Valencia St., Vista Verde Executive Village

Cainta, Rizal

Dear Mr. Balsamo,

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

Contract Name	: Supply and Delivery of One (1) Lot Electrical Supplies
Purchase Request No.	: GAA-23-05-16683
Purchase / Work Order No.	: 23-06-102
Total Contract Price	: Php 68,800.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Sixty Eight Thousand Eight Hundred Pesos

Upon issuance of this Notice, your company, **OCTA DRAGON ENTERPRISES** 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
Director

DATE OF ISSUANCE:

June 20, 2023

RECEIVED BY:

Signature over Printed Name

Date and Time

Postal Address : ASTI Bldg., U.P. Technology Park Complex,
CP Garcia Ave., Diliman, Quezon City 1101
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ASTI-FM 03-19
REV 1 / 13 January 2020