



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

PURCHASE ORDER

Supplier:	3RLFD TRANSPORTATION SERVICES	PO No.:	23-07-115
Address:	7 Garnet St., Concepcion Subdivision, Concepcion I, Marikina City	PO Date:	July 3, 2023
TIN:	408-717-359-00000	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:	Per end-user's schedule
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p>Rent - Motor Vehicle for Regional Stakeholders' Event</p> <p>1. Overview 1.1. DOST-ASTI requires vehicle rental services, which can accommodate twenty (20) passengers, for its Regional Stakeholders' Event to be held in Baguio City. 1.2. The Approved Budget for the Contract is inclusive of government taxes and service charges.</p> <p>2. Specifications 2.1. Vehicle 2.1.1. Type of Vehicle: Bus 2.1.1.1. Capacity: Twenty (20) passengers 2.1.1.2. Fully airconditioned 2.1.1.3. With lavatory/restroom and luggage storage 2.1.1.4. Vehicle preferably not more than five (5) years old 2.1.1.5. Vehicle must be well-maintained, safe, and in good running condition</p> <p>2.2. Trip Schedule and Destination 2.2.1. Tentative Schedule: 12 and 14 July 2023 2.2.1.1. 12 July 2023 2.2.1.1.2. Pick-up Time: 10:00 AM 2.2.1.1.3. Pick-up Point: ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City 2.2.1.1.4. Destination: Baguio City 2.2.1.2. 14 July 2023 2.2.1.2.1. Pick-up Time: 3:00 PM 2.2.1.2.2. Pick-up Point: Baguio City 2.2.1.2.3. Destination: ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City</p> <p>2.3. Bus Route 2.3.1. Bus should traverse designated safe, shortest and fastest route (i.e. via SCTEX, TPLEX, expressways, use of RFIDs, etc.)</p> <p>2.4. Other Conditions 2.4.1. Service is inclusive of fuel, toll fees, parking fees, driver's fee, driver's meals, passenger insurance, among others.</p>	1	₱70,000.00	₱70,000.00

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
+832 8426-9755;
Fax No. : +632 8426-9764


	<p>2.4.2. Bus driver and its conductor must be in good health, fully vaccinated against COVID-19 and observe proper health and safety protocols.</p> <p>2.4.3. Vehicle must be disinfected properly prior to occupancy.</p> <p>2.4.4. Supplier must have a backup unit in case of emergency, i.e., engine breakdown, etc.</p> <p>3. Pricing and Payment</p> <p>3.1. Price quotation must be inclusive of applicable government taxes and service charges.</p> <p>3.2. Payment shall be processed upon submission of complete documents from end-user and supplier.</p> <p>3.3. Payment shall be through LDDAP.</p> <p>(Please see attached quotation.)</p>		
		TOTAL:	₱70,000.00
(Total Amount in Words)		Seventy 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.

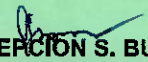
Conforme:

Very Truly Yours,

(Signature over Printed Name of Supplier)


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

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011011012023-07-000495</u>
		ORS / BURS Date:	<u>July 04, 2023</u>
Funds Available:	<u>₱ 70,000.00</u>	Amount:	<u>₱ 70,000.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			



03 July 2023

NOTICE TO PROCEED
ALTERNATIVE MODE OF PROCUREMENT

Mr. RICO S. LIBANG
President
3RLFD TRANSPORTATION SERVICES
7 Garnet St., Concepcion Subdivision
Concepcion I, Marikina City

Dear Mr. Libang,

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

Contract Name	: Supply and Delivery of One (1) Lot Rent - Motor Vehicle for Regional Stakeholders' Event
Purchase Request No.	: GAA-23-05-16656
Purchase / Work Order No.	: 23-07-115
Total Contract Price	: Php 70,000.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Seventy Thousand Pesos

Upon issuance of this Notice, your company, **3RLFD TRANSPORTATION SERVICES** 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

DATE OF ISSUANCE:

July 10, 2023

RECEIVED BY:

Signature over Printed Name

Date and Time

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ASTI-FM 03-19
REV 1 / 13 January 2020