



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

PURCHASE ORDER

Supplier:	QUARTZ BUSINESS PRODUCTS CORPORATION	PO No.:	23-07-120
Address:	15th Floor Capital House, 9th Ave. cor. 34th Street, Bonifacio Global City, Taguig City	PO Date:	July 7, 2023
TIN:	000-167-050-000	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:	forty-five (45) 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	Unit	<p>Laptops</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the supply and delivery of 15 units of laptops —14 for KMD and one (1) for FAD—for staff's mobile workstation.</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications written herein are of minimum requirement, unless otherwise stated.</p> <p>1.4. The procurement of the item is for general office use.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Quantity: 15 units</p> <p>2.2. Operating System: At least Windows 11 OS Pro</p> <p>2.3. CPU and Chipset: At least Intel Core i5 1235U Processor (12MB Cache, 10-Physical Cores, 12Threads, up to 4.40GHZ), 12th Generation or equivalent technology</p> <p>2.4. Memory: At least 16GB DDR4, Two (2) Memory Slots, Expandable Up to 32GB</p> <p>2.5. Display: At least 14.0" display with IPS technology, Full HD 1920 x1080</p> <p>2.6. Graphics: Intel® Iris® Xe Graphics or equivalent technology</p> <p>2.7. Audio: Built-in stereo speakers, Built-in microphone</p> <p>2.8. Storage: At least 512GB PCIe NVMe SSD</p> <p>2.9. Webcam: 720p (1280 x 720 resolution) or better</p> <p>2.10. Wireless and networking:</p> <p>LAN: Gigabit Ethernet 10/100/1000</p> <p>WLAN: 802.11a/b/g/n/acR2+ax Dual Band (2.4GHz and 5GHz)</p>	15	₱49,990.00	₱749,850.00

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>2x2 MU-MIMO technology Supports Bluetooth@5.1 2.11. Battery: At least 40Wh 3-cell Li-ion battery 2.12. Input and Control: Keyboard: FineTip Backlit keyboard with international language support Touchpad: Multi-gesture touchpad, supporting two-finger scroll 2.13. Accessories: Laptop Bag</p> <p>3. WARRANTY 3.1. At least one (1) year warranty on parts and labor 3.2. Supplier shall respond within 24/7 Technical Assistance/Support Center which can provide response to technical issues via Telephone Call, E-mail or Site Visit (for NCR) upon verbal/written notification by the end-user agency.</p> <p>4. DELIVERY and PAYMENT TERMS 4.1. The goods must be delivered within forty-five (45) calendar days upon issuance of Notice to Proceed (NTP). 4.2. Full payment will only be given once the item is completely delivered, inspected, and accepted by the End User. No payment shall be made for the supplies and materials not yet delivered under this contract.</p> <p>(Please see attached offer.)</p>			
				TOTAL: ₱749,850.00
(Total Amount in Words)		Seven Hundred Forty Nine Thousand Eight Hundred Fifty 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. DOST-ASTI
Director, DOST-ASTI

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011021012023-07-000015</u>
		ORS / BURS Date:	<u>July 11, 2023</u>
Funds Available:	<u>₱ 749,850.00</u>	Amount:	<u>₱ 749,850.00</u>
<p> GAY CONCEPCION S. BUGAGAO Accountant III</p>			



07 July 2023

NOTICE TO PROCEED
PUBLIC BIDDING

Ms. FATIMA B. LICARDO
 Account Manager
QUARTZ BUSINESS PRODUCTS CORPORATION
 15th Floor Capital House
 9th Ave. cor. 34th Street
 Bonifacio Global City, Taguig City

Dear Ms. Licardo,

Notice is hereby given to **QUARTZ BUSINESS PRODUCTS CORPORATION** that work/delivery may proceed for the following procurement details:

Contract Name	: <u>Supply and Delivery of Fifteen (15) Units Laptop</u>
Purchase Request No.	: <u>GAA-23-04-16573</u>
Purchase / Work Order No.	: <u>23-07-120</u>
Total Contract Price	: <u>Php 749,850.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <u>Seven Hundred Forty Nine Thousand Eight Hundred Fifty Pesos</u>

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
<u>JULY 12 2023</u>	_____	_____
	Signature over Printed Name	Type of Warranty Security: _____
	_____	Amount of Warranty Security: <u>Php</u>
	Date and Time	O.R. No.: _____

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