



Republic of the Philippines
 Department of Science and Technology
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



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

PURCHASE ORDER

Supplier:	BBMarciano Catering Services	PO No.:	22-06-120
Address:	52 Road 2, Bagong Pag-asa D1, Quezon City	PO Date:	June 13, 2022
TIN:	913-972-443-000	Mode of Procurement:	NP: 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:	Provided for under description
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	Catering services for the 2022 ASTI Midyear Performance Assessment and Planning I. Event Venue and Schedule a. Title of event: 2022 ASTI Midyear Performance Assessment and Planning Workshop b. Venue: DOST-Advanced Science & Technology Institute (DOST-ASTI), ASTI Bldg., UP Technology Park Complex, C.P. Garcia Ave., Diliman, Quezon City c. Schedule: July 6 to 8, 2022 (3 days) d. No. of guests: 50 e. End-user reserves the right to revise the schedule if necessary and should inform the supplier two(2) weeks prior to the conduct of event. II. Food (A.M./P.M. snacks, and Lunch) a. Managed buffet @P500/head/day. b. A.M. snacks @9:30 A.M. b.1 snacks without beverage. c. Lunch @12:00 NN c.1 menu set: meat (choices of chicken/fish/pork/beef), vegetable, dessert, beverage. d. P.M. snacks @3:00 P.M. e.1 snacks without beverage. e. Menu choices to be provided by the vendor and attached to the quotation. f. DOST-ASTI to select the final menu for the event.	1	P75,000.00	P75,000.00

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

	<p>III. Services</p> <p>a. Set up of food buffet table with dinnerware and with servers.</p> <p>b. Servers should wear name tags for identification.</p> <p>c. Provision of electric coffee percolator for at least 70 cups capacity.</p> <p>d. Catering staff should be fully vaccinated and must comply with the prescribed DOST-ASTI/IATF health protocols while in the ASTI premises.</p> <p>IV. Pricing and Payment</p> <p>a. Price should be inclusive of applicable tax.</p> <p>b. Payment to the supplier will be thru LDDAP (Landbank bank transfer)</p> <p>c. Provision of Official Receipt by the supplier upon receipt of full payment</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	₱75,000.00
(Total Amount in Words)	Seventy Five 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.
 Director, DOST-ASTI

Digitally signed by Bayani Benjamin R. Lara

June 14, 2022
 (Date)

Fund Cluster: <u>01</u>	ORS / BURS No.: <u>01101012022-06-000411</u>
Funds Available: <u>PHP 75,000.00</u>	ORS / BURS Date: <u>JUNE 14, 2022</u>
	Amount: <u>₱ 75,000.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III	