



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.:	22-07-156
Address:	52 Road 2, Bagong Pag-asa D1, Quezon City	PO Date:	July 21, 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	<p>Catering Services For FAD 2022 Orientation I.Event Venue and Schedule a.Title of event: FAD 2022 Orientation on Processes and Procedures b.Venue: DOST – Advanced Science and Technology Institute (DOST-ASTI) Training Room, ASTI Bldg. U.P. Technology Park Complex, C.P. Garcia Ave., Diliman, Quezon City c.Schedule: Tentative July 25 to August 1, 2022 (6 days) d.No. of guests: Estimate 90 pax per day, guaranteed 50 pax/day e.End-user reserves the right to revise the schedule if necessary and should inform the supplier for the final date and total number of pax at least 3 days prior to the conduct of event.</p> <p>II.Food (AM/PM snacks and Lunch) a.Managed buffet with flowing coffee b.AM snacks @ 10:00 AM 1.Snacks with beverage c.Lunch @ 12:00NN 1.Menu set -Soup -Choice of 2-3 viands among chicken, pork, beef and fish -Vegetables -Dessert -Beverage/drinks d.PM snacks @ 3:00 PM 1.Snacks with beverage</p>	1	P270,000.00	P270,000.00

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>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.</p> <p>III.Services a.Supplier must have at least 10% buffer in all meals to be served without additional cost. b.Set up of food buffet table with dinnerware and with servers. c.Servers should wear name tags for identification. d.Provision of electric coffee percolator e.Catering staff should be fully vaccinated and must comply with the prescribed DOST-ASTI/IATF health protocols while inside ASTI premises.</p> <p>IV.Pricing and Payment a.Price should be inclusive of tax, vat and other government-related fees. b.Payment to the supplier will be thru LDDAP (Landbank bank transfer) c.Provision of Official Receipt by the supplier upon receipt of full payment.</p> <p><i>(Please see attached quotation.)</i></p>		
			TOTAL: P270,000.00
(Total Amount in Words)	Two Hundred 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)



Digitally signed by
De Leon Franz
Asunta


FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI



Digitally signed
by Benjamin R. Lara

July 22, 2022
(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>0101012022-07-000598</u>
Funds Available:	<u>PHP 270,000.00</u>	ORS / BURS Date:	<u>JULY 21, 2022</u>
		Amount:	<u>P 270,000.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			