



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**

<b>Supplier:</b>	<b>RGSA Carpets and Interior Products, Inc.</b>	<b>PO No.:</b>	<b>22-09-196</b>
<b>Address:</b>	<b>Blk 19 Lot 34, Kalayaan Village, Brgy. 201, Pasay City 1300</b>	<b>PO Date:</b>	<b>September 27, 2022</b>
<b>TIN:</b>	<b>008-399-412-000</b>	<b>Mode of Procurement:</b>	<b>NP: Small Value Procurement</b>

Gentleman:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery:</b>	<b>ASTI Bldg., C.P. Garcia Ave., U.P. Technology Park Complex, U.P. Campus, Diliman, Quezon City 1101</b>	<b>Delivery Term:</b>	<b>Fourteen (14) calendar days upon issuance of NTP</b>
<b>Date of Delivery:</b>		<b>Payment Term:</b>	<b>Government Terms</b>
		<b>Warranty Term:</b>	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<p><b>Carpet Tiles for Training Room and Conference Room</b></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 Carpet tiles for Conference Room and Training Room.</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 indicated herein are minimum requirements, unless otherwise specified.</p> <p>1.4. The procurement of Carpet Tiles will be used as replacement for the old carpet tiles in conference and Training room.</p> <p>2. Scope of Work</p> <p>2.1. Supply and Delivery of Carpet tiles</p> <p>2.2. Stripping of existing carpet tiles.</p> <p>2.3. Cleaning of the Stripped Floor for application of Adhesive.</p> <p>2.4. Application of Odorless Adhesive for application of Carpet Tiles.</p> <p>2.5. Installation of Carpet Tiles in Conference and Training Room.</p> <p>2.6. Cut parts must be properly disposed and any excess carpet tiles will be subjected to end users discretion of use.</p> <p>2.7. Installation of Aluminum knaplocks in the three (3) entrances of Room, One (1) for Conference Room and Two (2) for Training Room.</p> <p>3. Technical Specifications</p>	1	P109,811.28	P109,811.28

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>3.1. Conference Room Dimensions: 8.30m x 5.90m  3.1.1. Area: 48.97 sq. m.  3.2. Training Room Dimensions: 7.72m x 9.50m  3.2.1. Area: 73.34 sq. m.  3.3. Carpet Tiles Dimensions: 50cm x 50cm  3.4. Pile Fiber: 100% Olefin  3.5. Backing: PVC plus Fiberglass  3.6. Gauge: 1/10" (2.54 mm)  3.7. Pile Height: 4mm  3.8. Thickness: 6mm or 7mm  3.9. Color: Dark Blue  3.10. Pile: Loop Pile  3.11. Adhesive: Odorless UCAR  3.12. Static Control: Permanent  3.13. Flammability: Fire Retardant Class II  3.14. Static Propensity: Less than 2.0 KV  3.15. Wear Classification: Light Contract Use  3.16 Stock: 10 pcs Carpet Tiles of the same specs  4. DELIVERY and PAYMENT TERMS  4.1. Delivery of the Goods and Services shall be made by the Supplier within Fourteen (14) calendar days upon issuance of Notice to Proceed (NTP).  4.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.  4.3. No payment shall be made for the supplies and materials not yet delivered under this contract.  4.4. The price of the bid must be inclusive of government taxes and other fees.</p> <p><i>(Please see attached quotation.)</i></p>			
				<b>TOTAL: ₱109,811.28</b>
<b>(Total Amount in Words)</b>	<b>One Hundred Nine Thousand Eight Hundred Eleven Pesos and Twenty Eight Centavos Only</b>			

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:

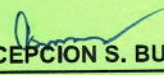
Very Truly Yours,

\_\_\_\_\_  
(Signature over Printed Name of Supplier)

  
**FRANZ A. DE LEON, Ph.D.**

Director, DOST-ASTI

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(Date)

<b>Fund Cluster:</b>	<u>01</u>	<b>ORS / BURS No.:</b>	<u>011021012022-09-000469</u>
<b>Funds Available:</b>	<u>₱ 109,811.28</u>	<b>ORS / BURS Date:</b>	<u>SEP. 28. 2022</u>
<p>  <b>GAY CONCEPCION S. BUGAGAO</b>  Accountant III</p>		<b>Amount:</b>	<u>₱ 109,811.28</u>

Digitally  
Signed by  
Franz A. De Leon  
DOST-ASTI