



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>Gemstone Enterprise</b>	<b>PO No.:</b>	<b>22-05-109</b>
<b>Address:</b>	<b>Unit 7 VAVA Bldg. Verdant Ave. Verdant Acres Subdivision, Pamplona Tres Las Piñas City</b>	<b>PO Date:</b>	<b>May 26, 2022</b>
<b>TIN:</b>	<b>101-559-086-000</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>Provided for under description</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	Unit	<p><b>Table</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 Two (2) units of table.</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 these brand-new table will be used by the new Staffs of Property Unit.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Material: Melamine board top w/ centralized locking mechanism and scratched resistance</p> <p>2.2. Body: made of quality cold rolled steel</p> <p>2.3. Leg Footing: Fixed/Leveler Stainless Steel</p> <p>2.4. Leg Finish: Metal frame legs</p> <p>2.5. Dimension: (approx) W24 X L48 X H30 inches</p> <p>2.6. With 3 side drawer and keyboard shelf</p> <p>2.7. With lock keys for drawer</p> <p>2.8. Thickness: Gauge 22</p> <p>2.9. Color: Light gray</p> <p>2.10. Sample must be provided One (1) day upon issuance of NOA must be submitted to end-user for approval.</p> <p>3. WARRANTY</p> <p>3.1. Table must carry at least Six (6) months</p>	2	₱8,870.00	₱17,740.00

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

warranty for parts and services.  
3.2. Warranty service shall commence only from the date of end-user acceptance.

**4. DELIVERY and PAYMENT TERMS**

- 4.1. Delivery of the Goods shall be made by the Supplier within Ten (10) calendar days after approval of sample / photo.
- 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.

*(Please see attached quotation.)*

**TOTAL: ₱17,740.00**

**(Total Amount in Words)**

**Seventeen Thousand Seven Hundred Forty 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 Benjamin R. Lara

May 31, 2022  
(Date)

<b>Fund Cluster:</b>	<u>01</u>	ORS / BURS No.:	<u>011021012022-05-000020</u>
		ORS / BURS Date:	<u>MAY 27, 2022</u>
<b>Funds Available:</b>	<u>PHP 17,740.00</u>	Amount:	<u>₱17,740.00</u>
<p> <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III</p>			