



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:	Pro Pen Office Supplies and Equipment Trading	PO No.:	22-07-152
Address:	12 Penabatan, Pulilan, Bulacan	PO Date:	July 14, 2022
TIN:	439-997-574-000	Mode of Procurement:	Shopping (b)

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:	Seven (7) 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	Book	RECORD BOOK 1. TECHNICAL SPECIFICATIONS 1.1. 500 pages 1.2. Size: 214mm x 278mm min 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP <i>(Please see attached quotation.)</i>	6	P160.00	P960.00
2	Pack	PAPER, STICKER, for Laserjet Printer 1. TECHNICAL SPECIFICATIONS 1.1. A4 Size 1.2. Matte or glossy 1.3. 20 pieces per pack 1.4. Color: White color only 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP <i>(Please see attached quotation.)</i>	5	P80.00	P400.00
				TOTAL:	P1,360.00
(Total Amount in Words)		One Thousand Three Hundred Sixty Pesos Only			

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

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,



FRANZ A. DE LEON, Ph.D.

 Digitally signed
by: 
Benjamin H. Lora

Director, DOST-ASTI

(Signature over Printed Name of Supplier)

July 19, 2022
(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011011012022-07-000555</u>
		ORS / BURS Date:	<u>JULY 15, 2022</u>
Funds Available:	<u>PHP 1,560.00</u>	Amount:	<u>₱ 1,560.00</u>
 GAY CONCEPCION S. BUGAGAO Accountant III			