



Republic of the Philippines
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 STII Building, DOST Complex, Bicutan, Taguig City
 Telefax No. 837-2071 local 2145

PURCHASE ORDER

Supplier : LINAR INTERNATIONAL BOOK RESOURCES, INC.	P.O. No. : 2021-09-012
Address : Unit A, G/F Tempus Place Condominium II, 21 Makatarungan St., Diliman, Quezon City	Date : September 7, 2021
Tel. No. : (02) 929-0490	Mode of
TIN : 009-003-383-000	Procurement : Sec. 53.1 - Two Failed Biddings

Ma'am/Sir:
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: STII Bldg., DOST Complex General Santos Avenue Bicutan, Taguig City	Payment Term: 15 Working Days
Date of Delivery :	Delivery Term: 90 Calendar Days

Qty.	Unit	Description	Stock No.	Unit Cost	Amount
Supply and Delivery of 21 Library Books					
1	copy	Governing Through Goals Sustainable Development Goals as Governance Innovation / Norichika Kanie, 2017. ISBN: 978026253195, PB		2,905.00	2,905.00
1	copy	Career Development All-in-One for Dummies / Shamash Alidina, 2017. ISBN: 9781119363088, PB		2,486.00	2,486.00
1	copy	Communicating at Work Strategies for Success in Business and the Professions, 12th edition / Ronald B. Adler, 2019. ISBN:978126008459, PB		4,229.00	4,229.00
1	copy	Communicating Causes Strategic Public Relations for the Nonprofit Sector / Nicky Garsten, 2018. ISBN: 9780815394013, PB		3,734.00	3,734.00
1	copy	Creative Career Coaching: Theory into Practice / Liane Hambly, 2019. ISBN: 9781138543591, PB		3,112.00	3,112.00
1	copy	Crisis Communication: Case Studies and Lessons Learned From International Disasters / Kjell Brataas, 2018. ISBN: 9781498751346, HB		6,847.00	6,847.00
1	copy	Crisis Communications Management /Adrian Wheeler, 2019. ISBN: 9781787566187,HB		1,618.00	1,618.00
1	copy	Community Archives Community Spaces Heritage, Memory and Identity /Jeannette A. Bastian, 2020. ISBN: 9781783303502, PB		8,709.00	8,709.00
1	copy	Do Archives Have Value? / Michael Moss, 2019. ISBN: 9781783303328, PB		5,806.00	5,806.00
1	copy	Trusting Records in the Cloud / Luciana Duranti, 2019. ISBN: 9781783304028, PB		8,709.00	8,709.00
				Sub-Total:	48,155.00

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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.

Conforme:

 (Signature over Printed Name of Supplier)

 (Date)

Very truly yours,

RICHARD P. BURGOS
 Director

Fund Cluster : **GAA**
 Funds Available: **₱118,240 -**

MA. AURORA FELI DAYANGCO
 Accountant III

ORS/BURS No.: **02-101-2021-09-0524**
 Date of the ORS/BURS : **09/13/2021**
 Amount : **₱118,240**



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PURCHASE ORDER

Supplier : LINAR INTERNATIONAL BOOK RESOURCES, INC.	P.O. No. : 2021-09-012
Address : Unit A, G/F Tempus Place Condominium II, 21 Makatarungan St., Diliman, Quezon City	Date : September 7, 2021
Tel. No. : (02) 929-0490	Mode of
TIN : 009-003-383-000	Procurement : Sec. 53.1 - Two Failed Biddings

Ma'am/Sir:
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: STII Bldg., DOST Complex General Santos Avenue	Payment Term: 15 Working Days
Bicutan, Taguig City	Delivery Term: 90 Calendar Days
Date of Delivery :	

Qty.	Unit	Description	Stock No.	Unit Cost	Amount
1	copy	Applied Dairy Microbiology /Greg Nader, 2020. ISBN: 9781799600350, HB		4,980.00	4,980.00
1	copy	Fungal Biotechnology / Ibrahim Parker, 2020. ISBN: 9781799600190, HB		4,980.00	4,980.00
1	copy	Modern Industrial Microbiology and Biotechnology / Tatum Mitchell, 2020. ISBN: 9781799600244, HB		4,980.00	4,980.00
1	copy	Agro-industries Paper, Pulp, Rubberband Tea / Vidal Kunze, 2020. ISBN: 9781684699612, HB		4,980.00	4,980.00
1	copy	Social Media Marketing: A Strategic Approach, 2nd edition / Zahay, 2017. ISBN: 9781305502758, PB		5,525.00	5,525.00
1	copy	Becoming Rhetorical: Analyzing and Composing in a Multimedia World /Jodie Nicotra, 2019. ISBN: 9781305956773, PB		6,221.00	6,221.00
1	copy	Media Now: Understanding Media, Culture, and Technology, 10th edition / Straubhar et al., 2018. ISBN: 9781305950849, PB		7,055.00	7,055.00
1	copy	Video Basics, 8th edition / Zettl, 2018. ISBN: 9781305950863, PB		7,055.00	7,055.00
1	copy	Crafting & Executing Strategy: the Quest for Competitive Advantage Concepts and Cases / Arthur A. Thompson, 2020. ISBN: 9781260565744, PB		4,014.00	4,014.00
1	copy	Being Evidence Based in Library and Information Practice / Denise Koufogiannakis, 2016. ISBN: 9781783300716, PB		8,467.00	8,467.00
1	copy	Thermochemical Waste Treatment Combustion, Gasification, and Other Methodologies / Elena Critina Rada, 2017. ISBN: 9781771883085, HB.		11,828.00	11,828.00
				Sub-Total:	70,085.00
				Grand Total:	118,240.00

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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.

Conforme:

(Signature over Printed Name of Supplier)

(Date)

Very truly yours,

RICHARD P. BURGOS
 Director

Fund Cluster : **GAA**
 Funds Available: **₱ 118,240-**

MA. AURORA FELICIANO DAYANGCO
 Accountant III

ORS/BURS No.: **02-101-2021-09-0124**
 Date of the ORS/BURS : **9/13/2021**
 Amount : **₱ 118,240**

TERMS AND CONDITIONS

1. **ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.**
2. **AWARDEE** shall be responsible for the source(s) of his supplies/materials/equipment shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the **AWARDEE** to comply with the same shall be ground for cancellation of the award and purchase order issued to that **AWARDEE** and for re-awarding the item(s) to the **ALTERNATE AWARDEE**.
3. **AWARDEE** shall pick up purchase order(s) issued in his favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the **AWARDEE**. Thereafter, if the purchase order(s) remain unclaimed, the said purchase order(s) shall be sent messengerial service to the **AWARDEE** at the latter's expense. To avoid delay in the delivery of the requesting agency's requirement, all **DEFAULTING AWARDEES** shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where **AWARDEE** has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, he shall be extended a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter if **AWARDEE** has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from the **AWARDEE**. The Procurement Service shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the **DEFAULTING AWARDEE**. Refusal by the **DEFAULTING AWARDEE** to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the Imposition of other sanctions as prescribed under RA 9184 and its IRR-A.
5. All deliveries by suppliers shall be subject to inspection and acceptance by the **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**. All necessary laboratory tests undertaken by the **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** on the item(s) shall be for the account of the supplier.
6. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
7. Supplier shall guarantee his deliveries to be free from defects. Any defective item(s)/products(s), therefore that may be discovered by the **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** within three (3) months after acceptance of the same, shall be replaced by the supplier with seven (7) calendar days upon receipt of a written notice to that effect.
8. A penalty of one-tenth of one percent (0.001) of the total value of the product(s)/goods purchased shall be deducted for each day of delay in the delivery of the product(s)/goods ordered.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTATION DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**.
11. All transactions are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93.

Instructions to the User: