



Republic of the Philippines  
**METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER**  
 Gen. Santos Avenue, Bicutan, Taguig City  
 Tel. nos. 837-0431 to 38; Fax: 837-0430  
 TIN# 000-284-708

SMU 001  
 Rev. 5/08-01-13  
 OCT 31 2023  
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 MIRDC-FAD-FMS

# PURCHASE ORDER

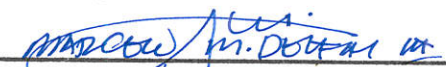
Supplier: <b>QUARTZ BUSINESS PRODUCTS CORPORATION</b>	P.O. No.: <b>23-10-1077</b>
Address: 15th Floor Capital House Building , 9th Avenue corner 34th Street ,Bonifacio	Date: <b>24-Oct-23</b>
Tel No.: Global City, Taguig City	P.R. No.: <b>23081305</b>
TIN : <b>000-167-050-000</b>	Date: <b>09-Aug-23</b>

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:  
 Place of Delivery: **PROPERTY MGMT UNIT FOR MPRD/TRIAMPH/Machinery and Equip't Outlay** Delivery Term: **60 CD ARNP**  
 Date of Delivery: **60 calendar days after receipt of Notice to Proceed** Payment Term: **LDDAP**  
 Mode of Procurement: **Public Bidding** VAT: **VAT INCLUSIVE**

Item No.	Unit	Description	Quantity	Unit Cost	Amount
<b>1</b>	<b>lot</b>	<b>PROCUREMENT OF TEN UNITS DESKTOP WORKSTATIONS</b>	<b>1</b>	<b>815,050.00</b>	<b>815,050.00</b>
		<i>Technical Specifications by End-User (MIRDC)</i>			<i>MIRDC Evaluation (Pass/Fail)</i>
	Processor	Intel i5 12th gen			Complied
	Storage	1TB SSD			Complied
	RAM	16GB (2x8gb)			Complied
	Graphics Card	4GB (certified for SOLIDWORKS)			Complied
	Monitor	24" screen, 1920x1080 resolution			Complied
	Audio Card	Installed			Complied
	Integrated LAN	Installed			Complied
	Wireless Connectivity	Bluetooth and WIFI			Complied
	Keyboard	Included (wired)			Complied
	Mouse	Included (wired)			Complied
	UPS	Included (compatible with workstation)			Complied

(Total Amount in Words) 1 of 2

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,  
**ROBERT O. DIZON**  
 Executive Director  
 Authorized Official

Funds Available:  
**JOHNNY G. QUINGCO**  
 Accountant IV  
 Chief Accountant

ALOBS No. 16-308(w)-2023-10-000168  
 Amount: ₱ 815,050.00 TRIAMPH  
 P.O. No. **23-10-1077**





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Gen. Santos Avenue, Bicutan, Taguig City  
Tel. nos. 837-0431 to 38; Fax: 837-0430  
TIN# 000-284-708

MBO

**PURCHASE ORDER**

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Item No.	Unit	Description	Quantity	Unit Cost	Amount
<b>1</b>	<b>lot</b>	<b>PROCUREMENT OF TEN UNITS DESKTOP WORKSTATIONS</b>	<b>1</b>	<b>815,050.00</b>	<b>815,050.00</b>
	Operating System	Windows 11 Pro 64			Complied
	Productivity Tool	MS Office Home/Student 2021 (perpetual license)			Complied
	All accessories necessary for proper installation and efficient operation	Included			Complied
	Warranty / Maintenance / Support	<ul style="list-style-type: none"> <li>Three (3) years of free parts and service in case of warranty claim</li> <li>Three (3) years maintenance agreement for all software.</li> <li>Three (3) years post-sales (maintenance support) for the workstation and other accessories.</li> </ul>			
	Acceptance	<ul style="list-style-type: none"> <li>Test run onsite. The winning bidder shall provide all materials related to workstation installation and all requirements related to such as but not limited to, cables for connection to the electrical supply, cables for display, other peripherals necessary for the proper function, labor needed in the installation, commissioning, and test-running where applicable.</li> </ul>			
				<b>TOTAL</b>	<b>815,050.00</b>
				<b>Less: 5% GMP</b>	<b>(36,386.16)</b>
				<b>1% EWT</b>	<b>(7,277.23)</b>
				<b>1% RF</b>	<b>(8,150.50)</b>
					<b>763,236.11</b>

2 of 2

(Total Amount in Words) Seven Hundred Sixty Three Thousand Two Hundred Thirty Six Pesos and Eleven Centavos Only **763,236.11**

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: 19/10/23

Very truly yours,  
  
**ROBERT O. DIZON**  
Executive Director  
Authorized Official

Funds Available:  
**JOHNNY G. QUINGCO**  
Accountant IV  
Chief Accountant

ALOBS No. 018-3091001-2023-10-000 108  
Amount: ₱815,050.00 TRIAMPH 50604600 03

**BUDGET UTILIZATION REQUEST AND STATUS**

**METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER**  
 MIRDC Compound, Gen. Santos Ave., Upper Bicutan, Taguig City

No. : 06-308601-2023-11-000168  
 Date : 11/03/2023  
 Fund : 07

**Payee** : QUARTS BUSINESS PRODUCTS CORPORATION

**Office** :

**Address** :

Responsibility Center	Particulars	MFO/PAP/KRA	UACS Code/ Expenditure	Amount
19-007-01-08-101 - TRIAMPH	PO No. 23-10-1077 dated 10/24/23 as per PR No. 23081305 dated 08/09/23.		5060405003	815,050.00
<b>TOTAL</b>				<b>815,050.00</b>

**A.** Certified: Charges to appropriation/budget necessary, lawful and under my direct supervision, and supporting documents valid, proper and legal

Signature : \_\_\_\_\_  
 Printed Name : **FRED P. LIZA**  
 Position : Project Leader  
 Date : \_\_\_\_\_

**B.** Certified: Budget available and utilized for the purpose/adjustment necessary as indicated above.

Signature : \_\_\_\_\_  
 Printed Name : **AGNES F. PEDRAZA**  
 Position : Head, Requesting Office/Authorized Representative  
 Date : \_\_\_\_\_

**C. STATUS OF UTILIZATION**

Reference			Amount			Balance	
Date	Particulars	BURS/JEV/RCI/RDAI No.	Utilization (a)	Payable (b)	Payment (c)	Not Yet Due (a-b)	Due and Demandable (b-c)
11/03/2023	BURS	06-308601-2023-11-000168	815,050.00				





PERFORMANCE SECURITY: BANK GUARANTEE  
Reference No. 066/LG/001832/23

OCTOBER 23, 2023

DEPARTMENT OF SCIENCE AND TECHNOLOGY  
METALS AND INDUSTRY RESEARCH AND DEVELOPMENT CENTER  
GEN. SANTOS AVENUE BICUTAN TAGUIG CITY

GENTLEMEN:

WE HEREBY ISSUE IN YOUR FAVOUR OUR BANK GUARANTEE FOR THE ACCOUNT OF QUARTZ BUSINESS PRODUCTS CORPORATION HEREBY REFERRED AS "APPLICANT" WITH OFFICE ADDRESS AT 15<sup>TH</sup> FLOOR CAPITAL HOUSE 9<sup>TH</sup> AVENUE CORNER 34<sup>TH</sup> STREET BONIFACIO GLOBAL CITY TAGUIG IN THE AMOUNT NOT EXCEEDING PESOS: FORTY THOUSAND SEVEN HUNDRED FIFTY TWO AND 50/100 ONLY (PHP40,752.50), TO GUARANTEE ITS OBLIGATIONS TO EXECUTE THE PROJECT: PROCUREMENT OF TEN UNITS DESKTOP WORKSTATIONS, PER NOTICE OF AWARD DATED OCTOBER 13, 2023 ("CONTRACT")

DRAWINGS UNDER THIS BANK GUARANTEE SHALL BE AGAINST PRESENTATION OF THE FOLLOWING ON ANY BANKING DAY DURING ITS EFFECTIVITY:

- I. ORIGINAL NOTARIZED DEMAND IN DUPLICATE SIGNED BY YOUR AUTHORIZED SIGNATORIES STATING IN WHAT RESPECT THE APPLICANT IS IN BREACH OF ITS OBLIGATIONS UNDER THE ABOVE-NAMED CONTRACT, AND THE AMOUNT DUE OWING TO THIS BREACH. DEMAND MUST BE DATED AFTER ISSUANCE DATE OF THIS GUARANTEE; AND
- II. THIS ORIGINAL GUARANTEE AND ALL AMENDMENTS, IF ANY.

THIS GUARANTEE IS EFFECTIVE FROM ISSUANCE DATE AND WILL EXPIRE AT 3:00PM OF OCTOBER 17, 2024 OR UNTIL ISSUANCE OF THE CERTIFICATE OF FINAL ACCEPTANCE WHICHEVER COMES EARLIER ("EXPIRY DATE"). AFTER THE EXPIRY DATE, THIS GUARANTEE SHALL AUTOMATICALLY BECOME NULL AND VOID WITHOUT THE NEED TO SURRENDER THE ORIGINAL BANK GUARANTEE TO US FOR CANCELLATION.

WE HEREBY ENGAGE WITH YOU THAT ALL COMPLIANT DRAWING WILL BE DULY HONORED WITHIN THREE (3) BANKING DAYS FROM PRESENTATION AT METROPOLITAN BANK & TRUST COMPANY, ATTN: TRADE FINANCE OPERATIONS DIVISION - TRADE SERVICES AT G/F, THE SHOPS, 7TH AVENUE CORNER 36TH AND 38TH STREETS, NORTH BONIFACIO DISTRICT, TAGUIG 1637, METRO MANILA. AS USED HEREIN, "BANKING DAY" MEANS A DAY, OTHER THAN A SATURDAY, SUNDAY, OR HOLIDAY, ON WHICH BANKS ARE GENERALLY OPEN FOR THE TRANSACTION OF BUSINESS IN THE CITY OF TAGUIG.

PARTIAL DRAWINGS AND PRESENTATION NOT ALLOWED.

THIS GUARANTEE IS PERSONAL TO YOU AND NOT ASSIGNABLE OR TRANSFERABLE WITHOUT THE PRIOR CONSENT OF METROPOLITAN BANK & TRUST COMPANY. EXCEPT WITH RESPECT TO THE PAYMENT OF THE AMOUNT GUARANTEED HEREIN, THIS GUARANTEE SHALL NOT BE CONSTRUED AS CONSTITUTING THE BANK AS A PRIMARY OBLIGOR, GUARANTOR, OR SURETY OF THE APPLICANT'S OTHER OBLIGATIONS TO YOU UNDER THE CONTRACT.

THIS GUARANTEE IS ISSUED SUBJECT TO THE UNIFORM RULES FOR DEMAND GUARANTEES (URDG), ICC PUBLICATION NO. 758. AS TO MATTERS NOT GOVERNED BY URDG, THIS GUARANTEE SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH PHILIPPINE LAWS.

METROPOLITAN BANK & TRUST COMPANY

*Roselle M. Cagara*  
Roselle M. Cagara  
BANK'S AUTHORIZED OFFICER  
#2423

*Carlos Redentor A. Magtibay*  
Carlos Redentor A. Magtibay  
BANK'S AUTHORIZED OFFICER

CERTIFIED TRUE COPY:

*[Signature]*  
METALS AND INDUSTRY RESEARCH AND DEVELOPMENT CENTER



## CONTRACT AGREEMENT

THIS AGREEMENT made this 18th day of October 2023 between METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER of the Philippines (hereinafter called “the Entity”) of the one part and QUARTZ BUSINESS PRODUCTS CORP. of Taguig City, Philippines (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly ‘**Procurement of Ten Units Desktop Workstations**’ and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Eight Hundred Fifteen Thousand and Fifty Pesos only (Php815,050.00)** (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of **Eight Hundred Fifteen Thousand and Fifty Pesos only (Php815,050.00)** or such other sums as may be ascertained, **QUARTZ BUSINESS PRODUCTS CORP.** in accordance with his/her/its Bid.
4. The Metals Industry Research and Development Center agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

Binding Signature of Procuring Entity:

  
**ROBERTO O. DIZON**  
Executive Director


  
**AGUSTIN M. FUDOLIG**  
Witness

Binding Signature of Supplier:

  
**MARCELO M. DELFIN III**  
Account Manager

  
**RANNEL A. VERDEFLOR**  
Witness

Certified Funds Available

  
**JOHNNY G. QUINGCO**  
Accountant IV

# ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)  
CITY OF MAKATI CITY ) S.S.

Before me, a Notary Public for and in the NOV 6 2023 this  
\_\_\_\_\_ 2023, personally appeared:

NAME	I.D. NO.	DATE/PLACE ISSUED
	Passport	
ROBERT O. DIZON	P4453911B	DFA, NCR East/Jan. 20, 2020

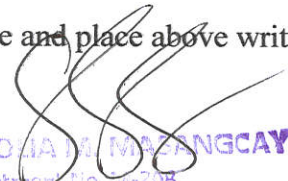
MARCELO M. DELFIN III

all known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free act and deed as well as of the principal they represent.

This instrument refers to **Supplier's** Agreement consisting of three (3) pages, including this page in which the Acknowledgment is written, signed by the parties and their witnesses on each and every page and sealed with my notarial seal.

**WITNESS MY HAND AND SEAL** on the date and place above written.

Doc No. 160  
Page No. 33;  
Page No. 185  
Series of 2023.

  
**ATTY. MAGNO JA M. MASANGCAY**  
Appointment No. M-208  
Notary Public for Makati City  
Until December 31, 2023  
Suite 1015/10th Floor, Tower 1  
H.V. Dela Costa St., Ayala Center, Makati City  
ROBTS. 003-1  
PTR No. 9563703, Makati City  
IBP No. 251860; 12-20-2nd Divisangas Chapter  
MCLE Compliance No. 16-0000405  
Valid Until April 14, 2025





**NOTICE TO PROCEED**

Oct. 16, 2023

**MARCELO M. DELFIN III**  
Account Manager  
QUARTZ BUSINESS PRODUCTS CORP.  
15th Floor Capital House Building  
9th Avenue corner 34th Street  
Bonifacio Global City, Taguig City 1634

Dear Mr. Delfin III:

The attached Contract Agreement having been approved, notice is hereby given to **QUARTZ BUSINESS PRODUCTS CORP.** that work may proceed on the project for the **“Procurement of Ten Units Desktop Workstations** effective after Three (3) calendar days from receipt of this Notice to Proceed. Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to Metals Industry Research and Development Center.

Very truly yours,

  
**ROBERTO O. DIZON**  
Executive Director

I acknowledge receipt of this Notice on Nov 6, 2023 (date of receipt)

Name of Bidder's Representative: Marcelo Delfin III

Authorized Signature: 





Republic of the Philippines  
**DEPARTMENT OF SCIENCE AND TECHNOLOGY**  
**METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER**

**NOTICE OF AWARD**

Oct. 13, 2023

**MARCELO M. DELFIN III**  
Account Manager  
QUARTZ BUSINESS PRODUCTS CORP.  
15th Floor Capital House Building  
9th Avenue corner 34th Street  
Bonifacio Global City, Taguig City 1634

Dear Mr Delfin III:


You are advised that the Purchase Order for the “**Procurement of Ten Units Desktop Workstations**” of the Metals Industry Research and Development Center has been awarded to your firm in the amount of Eight Hundred Fifteen Thousand and Fifty Pesos only (**Php815,050.00**), subject to the approval of the concerned authorities.


You are therefore requested to accept the award in writing within ten (10) calendar days from receipt hereof and post a performance security according to the following schedule:

- a. Cash, Manager's check or Cashier's check – 5% of the total contract price;
- b. Bank Guarantee/ Draft/ Irrevocable Letter of Credit – 5% of the total contract price;
- c. Surety Bond, callable on demand, valid for one year, issued by the Office of the Insurance Commissioner, or any combination thereof – 30% of the total contract price.

Thank you.

Very truly yours,

  
Marcelo M. Delfin III  
10/18/23

  
**ROBERT O. DIZON**  
Executive Director

Alvin

**BAC RESOLUTION DECLARING NOTICE OF AWARD AND  
RECOMMENDING FOR APPROVAL**

**R E S O L U T I O N N O . 2 0 2 3 - 0 0 6**

**Projects: Procurement of Ten units Desktop Workstations**

**ABC: Php1,000,000.00**

**Pre-procurement Conference: Aug. 30,2023; 1:00PM**

**Pre-bid Conference: Sept. 13,2023 at 9:00 am**

**Opening of Bids: Sept. 26,2023 at 9:00 am**

**Whereas**, the **Metals Industry Research and Development Center (MIRDC)** posted the Invitation to Bid for the above project on Sept. 6,2023 in the Philippine Government Electronic Procurement System (PhilGEPS), Metals Industry Research and Development Center (MIRDC) website, its social media platform, and at conspicuous places in MIRDC Bicutan continuously for 20 days;

**Whereas**, a pre-bid conference was conducted on Sept. 13,2023 at 9:00 am which was attended by the following bidders: AMERICAN TECHNOLOGIES INC., QUARTZ BUSINESS PRODUCTS CORP. , VTECH AND COLUMBIA TECHNOLOGIES;

**Whereas**, in response to the said invitation, the following bidders. signified their intention to join the bidding and subsequently purchased the bidding documents: QUARTZ BUSINESS PRODUCTS CORP, CIM TECHNOLOGIES INC and ACRC MARKETING;

**Whereas**, QUARTZ BUSINESS PRODUCTS CORP, CIM TECHNOLOGIES INC. and ACRC MARKETING submitted its bid during the Bid opening on Sept. 26,2023 at 9:0am at the Mercury Conference Room, 3rd Floor, Gold Building, MIRDC Compound, Gen. Santos Ave., Bicutan, Taguig City;

**Whereas**, ACRC MARKETING was disqualified for failure to comply with the technical specifications. Hence, the BAC did not proceed to open its financial proposals;

**Whereas**, QUARTZ BUSINESS PRODUCTS CORP. and CIM TECHNOLOGIES INC. was determined to be eligible having complied with all the required documents. Hence, the BAC proceeded to open their financial proposals;

**Whereas**, the bid offers as read were as follows:

<b>BIDDER</b>	<b>BID OFFER</b>
QUARTZ BUSINESS PRODUCTS CORP	Php815,050.00
CIM TECHNOLOGIES INC.	Php840,000.00

Gail / BAC



**Whereas**, after evaluation, QUARTZ BUSINESS PRODUCTS CORP. was determined to be the lowest calculated bidder and was scheduled for post-qualification;

**Whereas**, after verifying, validating and ascertaining its documents, QUARTZ BUSINESS PRODUCTS CORP. passed all the criteria for post-qualification;

**RESOLVED**, as it is hereby resolved, pursuant to Section 34.4 of R.A. 9184, to declare QUARTZ BUSINESS PRODUCTS CORP. as the Lowest Calculated and Responsive Bidder and to recommend to HOPE the award of the contract to said bidder at its submitted/ calculated bid price.

**SIGNED** in Bicutan, Taguig City this 13th of October 2023.


  
**RODNELO O. TAMAYO**  
BAC Chair

  
**ZALDA R. GAYAHAN**  
BAC Member

  
**ISIDRO D. MILLO**  
BAC Member

  
**ALVIN M. BUISON**  
TWG Member

  
**ATTY. TRIXIE HAZEL C. VELUZ**  
BAC Vice Chair

  
**ROMMEL N. CORONA**  
BAC Member

  
**FRED P. LIZA**  
TWG Member

  
**ERIC B. CASILA**  
TWG Member

Approved (✓) / Disapproved ( )

  
**ROBERT O. DIZON**  
Executive Director

Approved on 10/13/2023