



ASTI – FM 03-17
REV 2 / 31 January 2020

PURCHASE ORDER

Supplier:	K.O.B.S. Customers First Trading Inc.	PO No.:	ALAM-22-01-001
Address:	Rm.1004 Ray Burton Mansion #1312 Alvarado Extension Tondo, Manila	PO Date:	January 06, 2022
TIN:	007-919-485-000	Mode of Procurement:	NP: Small Value Procurement

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:	Fifteen (15) calendar days upon issuance of NTP
Date of Delivery:		Payment Term:	Government Terms
		Warranty Term:	

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<p>One (1) year subscription to issue tracking and agile project management tool (50 users)</p> <p>1. GENERAL STATEMENT / BACKGROUND / OBJECTIVES</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent bidders for the Supply and Delivery of One (1) year subscription to cloud-based project management tool</p> <p>1.1.1. Migration of existing JIRA projects to JIRA cloud which can be used simultaneously by 50 users.</p> <p>1.1.2 On top of the existing DOST-ASTI's number of JIRA users, should be able to cover fifty (50) more users</p> <p>1.1.2. Number of users: Fifty (50) users</p> <p>1.1.3. Users will be added to the existing JIRA cloud instance of DOST-ASTI</p> <p>1.2. With an allotment of at least 250 GB storage</p> <p>1.3 Subscription period is twelve (12) months</p> <p>1.4 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.5 The specifications written herein are of minimum requirements, unless otherwise stated</p> <p>2. FUNTIONAL AND TECHNICAL SPECIFICATIONS</p> <p>2.1. Has pre-defined workflows suitable for software development projects but also allows custom workflows</p> <p>2.2. With Scrum and Kanban dashboards but also offers customized dashboards</p> <p>2.3. Able to track progress of projects</p> <p>2.4. Has extensive reporting feature to check progress of projects and sprints</p> <p>2.5. With powerful search engine to easily search for issues/tickets</p> <p>2.6. Accessible via computer and mobile devices</p> <p>2.7. Has access to plug-and-play add-ons i.e., development tools, can integrate with other software development tools such as test case managers</p> <p>3. AFTERSALES/TECHNICAL SUPPORT SERVICE</p> <p>3.1. Should provide assistance in migrating existing JIRA database to the cloud-based platform</p>	1	P366,888.88	P366,888.88

		<p>3.2. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Serious degradation - 6 business hrs; Moderate impact - 1 business day; Low impact -1-2 business days</p> <p>3.3. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.4. With readily accessible documentations/instruction manuals</p> <p>4. WARRANTY SERVICE</p> <p>4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 Subscription should be activated within fifteen (15) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>5.2. Payment shall be made only upon certification/acceptance by the End User to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract.</p> <p><i>(Please see attached quotation.)</i></p>			
2	Lot	<p>One (1) year subscription to web-based test case management software (7 users)</p> <p>1. GENERAL STATEMENT / BACKGROUND / OBJECTIVES</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent bidders for the Supply and Delivery of One (1) year subscription to web-based test case management software</p> <p>1.1.1 Extension of DOST-ASTI's existing Testrail subscription under the domain dostasti.testrail.io</p> <p>1.1.2 On top of the existing DOST-ASTI's number of Testrail users, should be able to cover seven (7) or more users</p> <p>1.1.3 Number of users: Min seven (7) users and max (10) users</p> <p>1.2 Subscription period is twelve (12) months</p> <p>1.3 With a minimum of 50GB storage</p> <p>1.4 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.5 The technical specifications indicated herein are minimum requirement, unless otherwise specified</p> <p>2. FUNTIONAL AND TECHNICAL SPECIFICATIONS</p> <p>2.1 Should allow to easily organize test suites, sections, and cases</p> <p>2.2 Can organize your test cases in suites and section hierarchies.</p> <p>2.3 Should have full test case history to track changes and ensure transparency.</p> <p>2.4 Should have baselines for multiple branches and versions when you need it.</p> <p>2.5 Should allow test run execution and real-time results tracking</p> <p>2.6 Can organize your test runs in plans to track results for sprints and iterations.</p> <p>2.7 Can easily track tests for mobile devices, browsers, OS combinations, and more.</p> <p>2.8 Configurations let you verify tests against any platform or environment.</p> <p>2.9 Should have built-in, actionable, real-time reporting and metrics</p>	1	₱230,888.88	₱230,888.88

	<p>2.10 Should allow seamless integration with Jira and dozens of other tools</p> <p>2.11 Should allow test assignment and email notifications</p> <p>2.12 Should have flexible user roles, groups, permissions, and workflows</p> <p>2.13 Can integrate with other software development platforms such as issue-ticketing tools</p> <p>3. AFTERSALES/TECHNICAL SUPPORT SERVICE</p> <p>3.1. Should provide assistance in migrating existing JIRA database to the cloud-based platform</p> <p>3.2. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Serious degradation - 6 business hrs; Moderate impact - 1 business day; Low impact -1-2 business days</p> <p>3.3. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.4. With readily accessible documentations/instruction manuals</p> <p>4. WARRANTY SERVICE</p> <p>4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 Subscription should be activated within fifteen (15) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>5.2. Payment shall be made only upon certification/acceptance by the End User to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract.</p> <p><i>(Please see attached quotation.)</i></p>		
		TOTAL:	₱597,777.76
(Total Amount in Words)	Five Hundred Ninety Seven Thousand Seven Hundred Seventy Seven Pesos and Seventy Six Centavos 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)

for
FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

(Date)

Fund Cluster:	<u>07</u>	ORS / BURS No.:	<u>073086012022-01-000008</u>
Funds Available:	<u>Php 597,777.76</u>	ORS / BURS Date:	<u>January 24, 2022</u>
		Amount:	<u>₱ 597,777.76</u>
<p>GAY CONCEPCION S. BUGAGAO _____ Accountant III</p>			