



**ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE**

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

**PURCHASE ORDER**

<b>Supplier:</b>	<b>JASSEN HARRIS INDUSTRIES CORP.</b>	<b>PO No.:</b>	<b>QCS-23-08-014</b>
<b>Address:</b>	<b>1063 Tomas Mapua St., Brgy. 329 Zone 33, Sta. Cruz, Manila</b>	<b>PO Date:</b>	<b>August 22, 2023</b>
<b>TIN:</b>	<b>009-248-102-000</b>	<b>Mode of Procurement:</b>	<b>NP-53.9 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>Thirty (30) calendar days upon issuance of NTP</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	<b>External Hard Disk Drive (2TB)</b> 1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking for qualified and competent bidders for the Supply and Delivery of Four (4) Units of External Hard Disk Drive (2TB), to be used for the research and training related matters of the team. 1.2. The ABC is inclusive of all applicable government taxes and other charges.  2. TECHNICAL SPECIFICATIONS 2.1. Interface: USB 3.0; USB 2.0 Compatible 2.2. Back up automatically 2.3. Password protection with hardware encryption 2.4. Capacity: 2TB  3. WARRANTY 3.1. All units must carry six (6) months warranty. 3.2. Replacement units should be provided for defective units, fifteen (15) calendar days upon receipt of notice from End-users/DOST-ASTI Property and Supply Section.  4. PAYMENT AND DELIVERY TERMS 4.1. Price must be inclusive of government taxes and other charges. 4.2. Government terms, payment upon complete delivery. 4.3. Delivery of goods shall be made thirty (30) calendar days upon issuance of NTP.  (Please see attached quotation.)	4	₱5,300.00	₱21,200.00
<b>TOTAL:</b>					<b>₱21,200.00</b>
<b>(Total Amount in Words)</b>		<b>Twenty One Thousand Two Hundred Pesos Only</b>			

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,


\_\_\_\_\_  
(Signature over Printed Name of Supplier)

  
FRANZ A. DE LEON, Ph.D.

Director, DOST-ASTI

Digitally signed by  
Franz A. De Leon  
DN: cn=Franz A. De Leon

\_\_\_\_\_  
(Date)

<b>Fund Cluster:</b>	<u>07</u>	ORS / BURS No.:	<u>073086012023-08-00015</u>
<b>Funds Available:</b>	<u>PHP 21,200.00</u>	ORS / BURS Date:	<u>AUGUST 22, 2023</u>
		Amount:	<u>₱ 21,200.00</u>
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III			



22 August 2023

**NOTICE TO PROCEED**  
ALTERNATIVE MODE OF PROCUREMENT

**Mr. MIKE JASSEN T. SY**  
President  
**JASSEN HARRIS INDUSTRIES CORP.**  
1063 Tomas Mapua St., Brgy. 329 Zone 33  
Sta. Cruz, Manila

Dear Mr. Sy,

This Notice to Proceed is hereby issued for the following contract details:

Contract Name	: <b>Supply and Delivery of Four (4) Units External Hard Disk Drive (2TB)</b>
Purchase Request No.	: <b>QCS-23-07-17220</b>
Purchase / Work Order No.	: <b>QCS-23-08-014</b>
Total Contract Price	: <b>Php 21,200.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>Twenty One Thousand Two Hundred Pesos</b>

Upon issuance of this Notice, your company, **JASSEN HARRIS INDUSTRIES CORP.** is hereby directed to commence the delivery of items and/or performance of services stipulated in the said Purchase Order which shall become due and demandable in accordance with the delivery schedule stipulated therein.

Please acknowledge receipt and acceptance of this Notice by signing in the space provided below. There are two (2) copies of this document; you may keep one copy and return the other to the Bids and Awards Committee (BAC) Secretariat of the Advanced Science and Technology Institute. Should you have any questions or clarifications, you may reach us at bac-sec@asti.dost.gov.ph.

Respectfully,

**FRANZ A. DE LEON, Ph.D.**  
Director

*B. De Leon*  
Digitally signed by Franz A. De Leon

DATE OF ISSUANCE:

Aug 29, 2023

RECEIVED BY:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Date and Time

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

ASTI-FM 03-19  
REV 1 / 13 January 2020