



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



PURCHASE ORDER

ASTI – FM 03-17
 REV 3 / 10 October 2023

Supplier:	JASSEN HARRIS INDUSTRIES CORP.	PO No.:	23-11-260
Address:	1063 Tomas Mapua St., Brgy. 329 Zone 33, Sta. Cruz, Manila	PO Date:	November 28, 2023
TIN:	009-248-102-000	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:	Thirty (30) 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	Unit	<p>WIRELESS FULL KEYBOARD</p> <p>1.General Statement / Background / Objectives 1.1.DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Eight (8) Units of Wireless Full Keyboard, for the usage of administrative staff of PREGINET and COARE for work efficiency. 1.2.The ABC is inclusive of all applicable government taxes and service charges.</p> <p>2.Technical Specifications 2.1.Quantity: 8 units 2.2.Connectivity Technology: Bluetooth 2.3.Keyboard description: membrane key 2.4.Compatibility: Windows and MAC 2.5.Color: pale gray / black (preferred but not required) 2.6.With numeric pad component 2.7.Charging: 2.7.1.Quick charging 2.7.2.With USB-c charging cable 2.8.Keyboard backlighting color support: Single Color</p> <p>3.Warranty and After-sales Support 3.1.Supplier warrants the Item against defects in manufacturing, as well as shipping and delivery issues. 3.2.Defective and incorrect items shall be immediately replaced within thirty (30) calendar days upon notice of End-user/DOST-ASTI Property and Supply Section at no additional cost to DOST-ASTI.</p> <p>4.Payment and Delivery Terms</p>	8	₱9,050.00	₱72,400.00

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

		<p>4.1.Delivery of the Item shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.2.Payment shall be processed only upon certification of acceptance by the End-user to the effect that the items are delivered in accordance with the terms of this contract and are duly inspected. No payment shall be made for items not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>			
2	Unit	<p>WIRELESS MOUSE</p> <p>1.General Statement / Background / Objectives</p> <p>1.1.DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Eight (8) Units of Wireless Mouse, for the usage of administrative staff of PREGINET and COARE for work efficiency.</p> <p>1.2.The ABC is inclusive of all applicable government taxes and service charges.</p> <p>2.Technical Specifications</p> <p>2.1.Quantity: 8 units</p> <p>2.2.Sensor technology darkfield high precision</p> <p>2.3.Nominal Value: 1000 DPI</p> <p>2.4.With Scroll wheel</p> <p>2.4.1.With auto-shift</p> <p>2.4.2.With horizontal scroll, by holding side button</p> <p>2.5.Compatibility: Windows and MAC</p> <p>2.6.Color: pale gray / black (preferred but not required)</p> <p>2.7.With numeric pad component</p> <p>2.8.Battery: rechargeable li-po battery (500 mAh)</p> <p>2.9.with USB-c charging cable</p> <p>2.10.Dimensions:</p> <p>2.10.1.Height: 100.5 mm</p> <p>2.10.2.Width: 65 mm</p> <p>2.10.3.Depth: 34.4 mm</p> <p>2.10.4.Weight: 99 g</p> <p>3.Warranty and After-sales Support</p> <p>3.1.Supplier warrants the Item against defects in manufacturing, as well as shipping and delivery issues.</p> <p>3.2.Defective and incorrect items shall be immediately replaced within thirty (30) calendar days upon notice of End-user/DOST-ASTI Property and Supply Section at no additional cost to DOST-ASTI.</p> <p>4.Payment and Delivery Terms</p> <p>4.1.Delivery of the Item shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.2.Payment shall be processed only upon certification of acceptance by the End-user to the effect that the items are delivered in accordance with the terms of this contract and are duly inspected. No payment shall be made for items not yet delivered under this contract.</p> <p>(Please see attached quotation.)</p>	8	P4,600.00	P36,800.00
				TOTAL:	P109,200.00
(Total Amount in Words)			One Hundred Nine Thousand Two Hundred Pesos 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)


FRANZ A. DE LEON, Ph.D. *B. De Leon*

Director, DOST-ASTI

Digitally signed
by Franz A.
De Leon, Ph.D.

(Date)

Fund Cluster:	<u>01</u>	ORS / BURS No.:	<u>011011012022-11-000947</u>
Funds Available:	<u>₱ 109,200.00</u>	ORS / BURS Date:	<u>NOVEMBER 29, 2022</u>
		Amount:	<u>₱ 109,200.00</u>
 <u>GAY CONCEPCION S. BUGAGAO</u> Accountant III			



28 November 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	: Supply and Delivery of Eight (8) Units Wireless Full Keyboard and Other Items
Purchase Request No.	: INNOVATE-23-10-18072
Purchase / Work Order No.	: 23-11-260
Total Contract Price	: Php 109,200.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: One Hundred Nine Thousand Two Hundred Pesos

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. Registered Professional Engineer
 Director

DATE OF ISSUANCE:

01 DEC 2023

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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ASTI-FM 03-19
 REV 2 / 05 October 2023