



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

<b>Supplier:</b>	<b>JASSEN HARRIS INDUSTRIES CORP.</b>	<b>PO No.:</b>	<b>24-07-176</b>
<b>Address:</b>	<b>1063 Tomas Mapua St., Brgy. 329 Zone 33, Sta. Cruz, Manila</b>	<b>PO Date:</b>	<b>July 30, 2024</b>
<b>TIN:</b>	<b>009-248-102-000</b>	<b>Mode of Procurement:</b>	<b>Competitive Bidding</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>On or before 01 September 2024</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	Lot	<p><b>Supply and delivery of ITIL/CMDB Tool plug-ins</b>                      Supply and delivery of ITIL/CMDB Tool plug-ins</p> <p><b>1. GENERAL OVERVIEW</b>                      1.1. DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF ONE (1) LOT OF ITIL/CMDB Tool plug-ins, to be used for the enhancement of iTop ticketing tool.</p> <p><b>2. TECHNICAL SPECIFICATIONS</b></p> <p>2.1. Plug-in name: iTop Notify on Expiration Plugin                      2.1.1. Perpetual License                      2.1.2. Description: Notification on iTop when a date is about to be reached                      2.1.3. Version: 1.0.3 or later as long as compatible with iTop version 2.3.0 or greater                      2.1.4. Code: Combodo-Notify-on-Expiration                      2.1.5. PhP-version-Max: PHP 8.1 on Expiration Plug-in                      2.1.6. Maximum Price: PhP15,600.00                      2.1.7. Quantity: Three (3) licenses</p> <p>2.2. Plug-in name: iTop Time Tracking Plugin                      2.2.1. Perpetual License                      2.2.2. Description: Track time spent on Tickets via calendar view                      2.2.3. Version: 2.3.3 or later as long as compatible with iTop version 2.3.0 or greater                      2.2.4. Code: iTop-Time-Tracking                      2.2.5. PhP-Version-Max: PHP 8.0                      2.2.6. Maximum price: PhP34,150.00                      2.2.7. Quantity: Three (3) licenses</p> <p><b>3. Delivery and Payment</b>                      3.1. License activation is on or before 01 September 2024 after the expiration of current subscription.                      3.2. Bid price shall be inclusive of all taxes,</p>	1	<b>P49,750.00</b>	<b>P49,750.00</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



delivery, and all other related charges and fees.  
 3.3. Payment shall be made only upon activation of the license subscription and certification/acceptance/by the end-user that the items are delivered in accordance with the terms of this Contract and are duly inspected and accepted. No payment shall be made for items not delivered under this Contract.

(Please see attached offer.)

**TOTAL: ₱49,750.00**

**(Total Amount in Words)**

**Forty-Nine Thousand Seven Hundred Fifty 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:

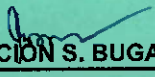
Very Truly Yours,

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

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

\_\_\_\_\_  
 Director, DOST-ASTI

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

<b>Fund Cluster:</b>	<u>01</u>	<b>ORS / BURS No.:</b>	<u>061011062024-08-000618</u>
<b>Funds Available:</b>	<u>₱ 49,750.00</u>	<b>ORS / BURS Date:</b>	<u>AUGUST 01, 2024</u>
		<b>Amount:</b>	<u>₱ 49,750.00</u>
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III			



30 July 2024

**NOTICE TO PROCEED**  
**PUBLIC BIDDING**

**Mr. MIKE JASSEN T. SY**  
 President  
**JASSEN HARRIS INDUSTRIES CORP.**  
 1063 Tomas Mapua St.  
 Brgy. 329 Zone 33, Sta. Cruz Manila 1014

Dear Mr. Sy,

Notice is hereby given to **JASSEN HARRIS INDUSTRIES CORP.** that work/delivery may proceed for the following procurement details:

Contract Name	: <u>Supply and Delivery of ITIL/CMDB Tool Plug-ins</u>
Purchase Request No.	: <u>GAA-24-05-19275</u>
Purchase / Work Order No.	: <u>24-07-176</u>
Total Contract Price	: <u>₱49,750.00</u>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <u>Forty-Nine Thousand Seven Hundred Fifty Pesos</u>

Upon signing receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement/Purchase Order/Work Order and in accordance with the schedule of requirements/delivery schedule.

You are also hereby required to file a Warranty Security for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. It shall be covered by either retention money in an amount equivalent to at least five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Note that failure to comply with the above requirements and failure to perform the services under the terms and conditions of the Agreement/Purchase Order/Work Order may constitute grounds for its forfeiture.

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

Digitally signed  
 by Franz A. De Leon  
 DN: cn=Franz A. De Leon, o=ASTI, ou=ASTI, email=franzen@asti.dost.gov.ph

<b>DATE OF ISSUANCE:</b>	<b>RECEIVED BY:</b>	<b>WARRANTY SECURITY</b>
<b>12 AUG 2024</b>	_____	
	Signature over Printed Name	Type of Warranty Security:
	_____	Amount of Warranty Security: ₱ _____
	Date and Time	O.R. No.: _____

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ASTI-FM 03-18  
 REV 3/05 October 2023