



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.:	ALAM-25-03-008
Address:	1063 Tomas Mapua St., Brgy. 329 Zone 33, Sta. Cruz, Manila, 1014	PO Date:	March 10, 2025
TIN:	009-248-102-00000	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:	Sixty (60) 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><b>Keyboard and Mouse Combo</b></p> <p>1. GENERAL STATEMENT</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the supply and delivery of Ten (10) Sets of Keyboard and Mouse Combo.</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and service charges (e.g., VAT, OTC, termination, duties, etc.)</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Device Type: Keyboard with numeric keypad</p> <p>2.2. Connectivity Technology: Wireless</p> <p>2.3. Bluetooth Version: V5.0</p> <p>2.4. Color: Any available color</p> <p>2.5. Remote control on ear cups</p> <p>2.6. Battery Capacity: 400mAh</p> <p>2.7. Charging Port: USB Type-C</p> <p>2.8. Frequency Response: 20Hz – 40kHz</p> <p>2.9. Charging Time: Approximately 1.5 hours</p> <p>2.10. Device Type: Wireless Laptop Mouse</p> <p>2.11. Wireless Receiver: USB wireless receiver</p> <p>2.12. Connectivity Technology: Wireless</p> <p>2.13. Pointing Device: Mouse-Wireless-Optical</p> <p>3. WARRANTY AND SERVICES</p>	10	P2,880.00	P28,800.00

Postal Address : ASTI Bldg., U.P. Technology Park Complex,  
CP Garcia Ave., Diliman, Quezon City 1101  
Website : [www.asti.dost.gov.ph](http://www.asti.dost.gov.ph)  
Email : [info@asti.dost.gov.ph](mailto:info@asti.dost.gov.ph)

Tel No. : +632 8249-8500  
+632 8426-9755




	<p>3.1. The supplier warrants that the items are free from defects in manufacturing, as well as shipping/delivery issues.</p> <p>3.2. Defective/Incorrect items shall be replaced.</p> <p>3.3. One (1) year warranty period which will commence upon delivery.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1. Delivery of the items shall be delivered sixty (60) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>4.2. Payment shall be made only upon certification/acceptance by the end-user to the effect that the services have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.</p> <p>4.3. No payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract.</p> <p>(Please see attached quotation.)</p>			
			TOTAL:	P28,800.00
(Total Amount in Words)			Twenty Eight Thousand Eight 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.  
Director, DOST-ASTI

Digitally signed by Jeffrey Aborot

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

Fund Cluster:	07	ORS / BURS No.:	023086012025-03-000054
Funds Available:	Php 28,800.00	ORS / BURS Date:	MARCH 12, 2025
		Amount:	₱ 28,800.00
<p> GAY CONCEPCION S. BUGAGAO Accountant III</p>			



10 March 2025

**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 Ten (10) Units Keyboard and Mouse Combo
Purchase Request No.	: ALAM-25-02-20680
Purchase / Work Order No.	: ALAM-25-03-008
Total Contract Price	: Php 28,800.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Twenty Eight Thousand Eight 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.** Digitally signed by Jeffrey Aborot  
Director

DATE OF ISSUANCE:

14 MAR 2025

RECEIVED BY:

Signature over Printed Name

Date and Time