



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

**PURCHASE ORDER**

<b>Supplier:</b>	<b>Jassen Harris Industries Corporation</b>	<b>PO No.:</b>	<b>23-02-027</b>
<b>Address:</b>	<b>1063 Tomas Mapua St., Brgy. 329 Zone 33, Sta. Cruz, Manila</b>	<b>PO Date:</b>	<b>February 15, 2023</b>
<b>TIN:</b>	<b>009-248-102-000</b>	<b>Mode of Procurement:</b>	<b>NP: Shopping (b)</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>Ten (10) 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>DIGITAL VOICE RECORDER</b> 1. TECHNICAL SPECIFICATIONS 1.1. Built-in Memory: 4GB (expandable) 1.2. Channel: Stereo 1.3. Recording & Playback Format: MP3, WMA, etc. 1.4. Earphone jack 1.5. Built-in microphone 1.6. USB Connectivity 1.7. Functionality: 1.7.1. Voice-operated Recording or equivalent 1.7.2. Noise Cut Filter 1.7.3. Low Cut Filter 1.7.4. Digital Pitch Control 1.7.5. USB Charge 1.8. Battery Life 20 hours (min) (recording mode, MP3128Kbps) 1.9. Rechargeable Lithium-Ion Battery, embedded 1.10. Accessories: 1.10.1. Instruction Manual 1.10.2. Carrying pouch 1.10.3. Hand Strap  2. WARRANTY 2.1. Warranty: One (1) year on parts and services  3. DELIVERY 3.1. Delivery shall be made by the Supplier within 10 calendar days upon issuance of NTP  (Please see attached quotation.)	1	₱4,650.00	₱4,650.00
<b>TOTAL:</b>					<b>₱4,650.00</b>
<b>(Total Amount in Words)</b>		<b>Four Thousand Six Hundred Fifty Pesos Only</b>			


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.

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

Conforme:

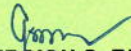
Very Truly Yours,

  
**FRANZ A. DE LEON, Ph.D.**  
Director, DOST-ASTI

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

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

Digitally signed by Franz A. De Leon

<b>Fund Cluster:</b>	<u>0</u>	<b>ORS / BURS No.:</b>	<u>011011612023-02-000082</u>
		<b>ORS / BURS Date:</b>	<u>Feb. 15. 2023</u>
<b>Funds Available:</b>	<u>₱ 4,650.00</u>	<b>Amount:</b>	<u>₱ 4,650.00</u>
 <b>GAY CONCEPCION S. BUGAGAO</b> Accountant III			



15 February 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  
 Santa Cruz, Manila 1014

Dear Mr. Sy,

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

Contract Name	: <b>Supply and Delivery of One (1) Unit Digital Voice Recorder</b>
Purchase Request No.	: <b>GAA-23-01-15946</b>
Purchase / Work Order No.	: <b>23-02-027</b>
Total Contract Price	: <b>Php 4,650.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>Four Thousand Six Hundred Fifty 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



DATE OF ISSUANCE:

February 16, 2023

RECEIVED BY:

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

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

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