



INTERNAL MEMORANDUM

Approved by the Director

TO: Director *[Signature]* 2/10/2020 DATE: 2 October 2020
THROUGH: Deputy Director (Administration and Communication) *[Signature]* 2 Oct. 2020
Finance Manager *[Signature]* 2/10/2020
Administration Manager *[Signature]* 2/10/2020
Knowledge Management Manager *[Signature]* 2/10/2020
FROM: Information Technology Officer *[Signature]* 2/10/2020 REF:
SUBJECT: Renewal the domain registration for SEAPLM.ORG and SEAMEO.ORG
Cc:

Dear Director,

Regarding the domain registration service contract for the SEAPLM.ORG website that will expire on 7 October 2020, I would like to request your approval for renewal of the contract on the domain registration service from the GKG.NET, Inc. for the period of 3 years starting from 8 October 2020 to 7 September 2023. The service charge is USD 133.71. (Exclusive of Addition Tax).

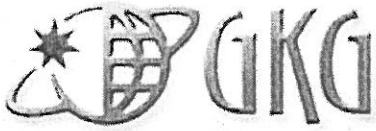
In this conjunction and refer to IT security plan for increasing security of SEAMEO.ORG. I would like to request your approval for purchasing the private domain registration add-on service and renewing the contract for the SEAMEO.ORG as a private domain registration service from the GKG.NET, Inc. for the period of 4 years starting from 31 May 2022 to 30 May 2026. The service charge is USD 138.77. (Exclusive of Addition Tax).

The details are as follows:

Item to renew	Quantity	Total (USD)	Supplier
domain registration service for SEAPLM.ORG by GKG.NET	3 years (8 Oct 2020 to 7 Sep 2023)	USD 133.71 Exclusive of Addition Tax	GKG.NET, Inc.
domain registration service for SEAMEO.ORG by GKG.NET	4 years (31 May 2022 to 30 May 2026)	USD 138.77 Exclusive of Addition Tax	GKG.NET, Inc.
Total		USD 272.48	

The expenses will be taken from the SEAMES operational budget

Thank you for your consideration and approval.



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Order Details

Item	Qty	Price
.Com Domain Renewal		
seaplm.com	<input type="checkbox"/> 3 years	31.35 USD
.Net Domain Renewal		
seaplm.net	<input type="checkbox"/> 3 years	38.34 USD
.Org Domain Renewal		
seaplm.org	<input type="checkbox"/> 3 years	36.75 USD
ICANN Fee		
seaplm.com	3 years	0.54 USD
seaplm.net	3 years	0.54 USD
seaplm.org	3 years	0.54 USD
Dns Hosting Renewal		
	Select All: <input type="checkbox"/>	
seaplm.com	<input type="checkbox"/> 2 years	0.00 USD
seaplm.net	<input type="checkbox"/> 2 years	0.00 USD
seaplm.org	<input type="checkbox"/> 2 years	0.00 USD
Private Domain Registration		
	Select All: <input type="checkbox"/>	
seaplm.com	<input type="checkbox"/> 3 years	8.55 USD
seaplm.net	<input type="checkbox"/> 3 years	8.55 USD
seaplm.org	<input type="checkbox"/> 3 years	8.55 USD
		TOTAL: 133.71 USD
<input type="button" value="remove"/> selected items		

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some of the domains you are renewing have addon services that will also be renewed. If you do not wish to renew these services, you must remove them from your order.

Order Details

Item	Qty	Price
.Net Domain Renewal		
seameo.net <input type="checkbox"/>	4 years	62.90 USD
.Org Domain Renewal		
seameo.org <input type="checkbox"/>	4 years	48.60 USD
ICANN Fee		
seameo.net	4 years	0.90 USD
seameo.org	4 years	0.72 USD
Dns Hosting Renewal		
seameo.net <input type="checkbox"/>	4 years	0.00 USD
Private Domain Registration <input type="checkbox"/> Select All		
seameo.net <input type="checkbox"/>	4 years	14.25 USD
seameo.org <input type="checkbox"/>	4 years	11.40 USD
TOTAL:		138.77 USD
<input type="button" value="remove"/> selected items		

Coupon Code

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