



**DOST – ASTI BIDS and Awards Committee
REQUEST FOR QUOTATION**

Kind of Procurement Activity:		Negotiated Procurement: Small-value Procurement	
Deadline of Submission of Bids:		Sep-10-2018, 2:00 PM	
RFQ No.:	18-09-2101	Date:	September-05-2018
PR No.:	GAA-18-08-6455 GAA-18-08-6433 GAA-18-08-6568 GAA-18-08-6408 GAA-18-08-6532 GAA-18-08-6380	Date:	August-17-2018 ; August -30-2018

The Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), hereby invites all interested suppliers, contractors or distributors, to submit their quotations, together with their eligibility documents for the item(s) listed below. Guidelines regarding the format and eligibility documents are listed at the box below the item(s) to be procured.

Quotations may be electronically mailed at bac-sec@asti.dost.gov.ph or it may be submitted via fax or by delivering it to the office on or before the deadline. For inquiries, you may call the number - 426-7423 and look for ASTI's BAC Secretariat.

Respectfully,

Pedrito B. Mandahas
BAC -1 Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY.	UNIT	UNIT PRICE (PHP)	TOTAL PRICE (PHP)
1	MOBILE PEDESTAL 3 Drawers including 1 Central Lock, 1 Pen Tray, 1 File Divider and 5 Castors Material: Steel with Powder Coating Actual Dimensions: 40 (w) x 56.5 (d) x 65.5 (h) cm Color: BLACK	6	unit	3,500.00	21,000.00
2	STAPLERS Standard Type Load Cap: 200 staples min	12	pc	82.12	985.44
3	FACSIMILE MACHINE -uses thermal paper	1	unit	4,711.20	4,711.20
4	TAPE DISPENSER Table Top For 24mm width tape	1	pc	55.83	55.83
5	Paper Shredder Cutting width: 3mm-4mm (Entry Level)	1	unit	5,699.20	5,699.20
6	EXTERNAL HARD DRIVE SLIM 2TB USB 3.0 for Windows and Mac 2TB storage capacity with shockproof carrying case Data Transfer: 640 MBps (5GBps) USB 3.0 interface plug-and-play Backward Compatible with USB v2.0	9	unit	5,000.00	45,000.00

	Operating System: Windows 10, Windows 8, Windows 7, Windows Vista, Windows XP, SP3, Mac OS X 10.6, iOS 6, Mac OS X 10.7 or higher, iOS 7 or higher Protect your data with easy flexible backups Easy to share files between Windows and Mac computers				
7	Paper Trimmer max paper size: B4	1	unit	8,088.08	8,088.08
8	EXTENSION CORD Universal Outlet Extension Cord 5-Gang w/ Switch Rated Current: 10A Max Rated Voltage: 250V~ Rated Power: 2500W Max 1.83M	15	unit	600.00	9,000.00
9	USB HUB 2.4GHz wireless, multimedia hot keys	10	box	1,300.00	13,000.00
10	HDMI Cable 10 meters length	3	box	1,320.00	3,960.00
11	VGA CABLE 10 meters Male VGA to Male VGA	2	box	3,000.00	6,000.00
12	Wireless Keyboard and Mouse Combo A. Features -2.4Ghz wireless signal that can connect to pc up to 26ft -Utilizes only 1 USB port for both the keyboard and mouse -Power: has an autosleep function after 10 minutes of inactivity. ---Up to 2 hours of use every day for 3 months from a single charge. -Color: Black Keyboard Specifications -Dimensions: -Length: <14.5in -Width: <5in -Thickness: approx 0.64in -Working range: 8 m (front); 7 m (back) -Working temperature range: -10°C ~ 40°C B. Notes: 1. At least six (6) months warranty 2. Must be delivered to ASTI C. Others: 1. Delivery: Thirty (30) days upon issuance of NTP 2. Price is inclusive of government duties and taxes and other fees. 3. Payment upon full delivery	3	set	2,900.00	8,700.00
13	Drawing Tablet and Pen Wireless Kit Accessory A. Features: Easily connects the existing pen and tablet to PC Must be compatible on Wacom Intuos	2	set	3,400.00	6,800.00

	<p>Set includes</p> <ul style="list-style-type: none"> -Wireless module -Wireless receiver -Rechargeable battery -Quick start guide" <p>B. Notes:</p> <ol style="list-style-type: none"> 1. End-user may request for a demonstration with the Least Calculated Bid (LCB) / Single Calculated Bid (SCB) during post-qualification. 2. LCB / SCB must provide two (2) samples of actual unit for approval by the end-user as part of the post-qualification and prior to award. If approved by end-user, one (1) sample will be retained for reference of the units to be delivered. 3. At least six (6) months warranty 4. Must be delivered to ASTI <p>C. Others:</p> <ol style="list-style-type: none"> 1. Delivery: Thirty (30) days upon issuance of NTP 2. Price is inclusive of government duties and taxes and other fees. 3. Payment upon full delivery 				
14	<p>Standard Pen Nib for Wacom Intuos</p> <p>A. General</p> <p>Standard Pen nib for wacom intuos Also compatible with previous wacom generation pens Pack contains 5 nibs</p> <p>B. Notes:</p> <ol style="list-style-type: none"> 1. End-user may request for a demonstration with the Least Calculated Bid (LCB) / Single Calculated Bid (SCB) during post-qualification. 2. LCB / SCB must provide two (2) samples of actual unit for approval by the end-user as part of the post-qualification and prior to award. If approved by end-user, one (1) sample will be retained for reference of the units to be delivered. 3. Must be delivered to ASTI <p>C. Others:</p> <ol style="list-style-type: none"> 1. Delivery: Thirty (30) days upon issuance of NTP 2. Price is inclusive of government duties and taxes and other fees. 3. Payment upon full delivery 	10	pack	450.00	4,500.00
15	<p>Heat Gun</p> <p>A. Specifications:</p> <p>Rated power input 2.300 W Weight 1,0 kg Height 255 mm Working temperature: 50 – 660 °C Airflow: 250 – 500 l/min</p>	1	box	14,500.26	14,500.26

	<p>Control, airflow: infinitely variable Includes: 1 reflector nozzle and 1 fishtail nozzle. B. Notes: 1. End-user may request for a demonstration with the Least Calculated Bid (LCB) / Single Calculated Bid (SCB) during post-qualification. 2. LCB / SCB must provide one (1) sample of actual unit for approval by the end-user as part of the post-qualification and prior to award. 3. At least 1 year warranty of parts and services 6. Must be delivered to ASTI C. Others: 1. Delivery: Thirty (30) days upon issuance of NTP 2. Price is inclusive of government duties and taxes and other fees. 3. Payment upon full delivery</p>				
16	<p>LCD Monitor Specifications: Diagonal Viewing Size 59.9 cm 23.6 Inches (23.6-inch wide viewable image size) Panel Type, Surface TN , Anti-Glare with 3H hardness Optimal Resolution 1920 x 1080 at 60 Hz Preset Display Area (H x V) 521.28 mm x 293.22 mm 20.52 inches x 11.54 inches Contrast Ratio 1000: 1 (typical), 8 million : 1 (DCR) Backlight Technology LED Brightness 300 cd/m² (typical) Response Time 1 ms typical (G to G) Viewing Angle 160° vertical / 170° horizontal Adjustability Tilt Display Type Widescreen Flat Panel Display Connectivity 2 HDMI 1.4 connector 1 VGA connector Voltage Required 100 VAC to 240 VAC / 50 Hz or 60 Hz ± 3 Hz /1.6A (typical) Power Consumption (Operational) 17W (typical) / 16.5W Energy Star / 25W (maximum) Power Consumption Stand by / Sleep Less than 0.3W Temperature Range Operating</p>	4	unit	10,700.00	42,800.00

	0°C to 40°C (32°F to 104°F) Temperature Range Non-operating Storage : -20° to 60° (-4° to 140° F) Shipping : -20° to 60° (-4° to 140° F) Humidity Range Operating 10% to 80% (non-condensing) Humidity Range Non-operating Storage : 10% to 90% (non-condensing) Shipping : 10% to 90% (non-condensing) Altitude Operating 5,000 m (16,404 ft) max Altitude Non-operating 12,192 m (40,000 ft) max Compliant Standards ENERGY STAR 6 EPEAT Silver TCO Certified Displays RoHS Compliant"				
17	HDMI Cable 1.5 meters	4	pc	130.00	520.00
18	External Battery Pack Notebook external battery pack Output connectors: 2 x 4 pin USB Type A 1 x power DC jack Battery Capacity: - 18000 mAh Compatibility: Dell Laptops Color: Black Includes: Dell Notebook USB-C Charging Cables Notes: Manufacturer Warranty: at least 1 year warranty Price inclusive of government fees, taxes and duties Delivery: 45 days upon insurance	1	unit	10,000.00	10,000.00
19	Self-Adhesive Label Sticker - 100 mm x 40 mm - Multipurpose	1000	pack	50.00	50,000.00
20	Certificate frame light weight	5	pc	500.00	2,500.00
21	Boardpaper for Certificates Color: White or cream 10 sheets/pack	5	pack	50.00	250.00
22	Transparent Certificate case A5 size	50	pc	40.00	2,000.00
	-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X				
TOTAL APPROVED BUDGET FOR CONTRACT:					Php260,070.01
GUIDELINES					
A. Submission of Quotations 1. The quotation should include the RFQ or the P.R. Number found above. 2. Pictures or brand/model names or numbers, if applicable, should be specified in the quotation. 3. The quotations shall include the signature of the company's representatives.					
B. Eligibility Requirements As per GPPB Resolution No. 21-2017 amending the Annex H of the 2016 R-IRR of RA 9184, the following shall be submitted:					

For procurement of goods:

1. PhilGEPS Certificate of Platinum Membership

Note: If unavailable, submit the following:

- a. PhilGEPS Registration Number
- b. Mayor's Permit or BIR Certificate of Registration

2. Income/Business Tax Return

Note: Applicable only for ABCs above Php500,000.00

3. Omnibus Sworn Statement

Note: Applicable only for ABCs above Php50,000.00 and must be submitted upon post-qualification

For procurement of infrastructure:

1. The requirements for goods
2. Valid PCAB License

For procurement of consulting services:

1. The requirements for goods
2. Valid PRC License or Curriculum Vitae.

NOTE: For new suppliers, submit a BIR Certificate of Registration for accounting purposes.

C. Terms and Conditions

1. Additional requirements, if necessary, may be requested by the BAC depending on the item to be bid.
2. For all kinds of procurement, the bidder who passed the bid evaluation shall submit a duly notarized omnibus sworn statement, unless otherwise provided.
3. All transactions are subject to creditable withholding tax; and final Value Added Tax (VAT) or percentage tax per revenue regulation/s of the Bureau of Internal Revenue (BIR).
4. A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services shall be charged as liquidated damages for every day of delay of the delivery.
5. The Advanced Science and Technology Institute reserves the right to accept or reject any proposal, to annul the bidding process, and to reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected proponent or proponents.