



ASTI-FM 03-10
REV 2 / 13 MAR 2019

**DOST-ASTI Bids and Awards Committee
REQUEST FOR QUOTATION**

Kind of Procurement Activity: Negotiated Procurement: Small-value Procurement	
Deadline of Submission of Bids: Aug-02-2019, 2:00 PM	
RFQ No.: 19-07-2598	Date: July-29-2019
PR No.: GAA-19-07-8121	Date: June-11-2019

The Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), intends to procure the item/s listed below. As such, suppliers, contractors, or distributors are invited to submit their quotation/s duly signed by authorized representative. Prospective bidder/s who will submit a proposal with the single/lowest calculated and responsive quotation shall be selected. Guidelines on the format and eligibility documents are listed at the box below the item/s to be procured.

Quotations may be sent via **a)** electronic mail at bac-sec@asti.dost.gov.ph, **b)** fax message, or **c)** delivering documents to the BAC Secretariat. For further inquiries, you may contact +63 2 249-8500 local 1206/1212 or +63 2 426-7423.

Thank you.

Respectfully,

PEDRITO B. MANGAHAS
Chairperson, BAC-1

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	Laptop Battery compatible to MacBook (13-inch, Aluminum, Late 2008) A1280 Li-ion 10.8v-42 Wh Laptop's Serial Number: W89154538QT Property Number: OSL-174 User: Lawrence Inigo	1	pc	5000.00	5,000.00
2	Laptop Battery Li-ion type Part number PA5013U-1BRS Genuine (manufactured by Toshiba) 47Wh, 14.8V compatible with Toshiba Portege Z930 User: Juvy Baraquo (S/N XC138893H)	1	pc	5800.00	5,800.00
3	Laptop Keyboard Replacement US English keyboard layout Backlit with frame black includes labor compatible with Toshiba Portege Z930 User: Juvy Baraquo (S/N XC138893H)	1	lot	3500.00	3,500.00
4	Laptop Keyboard Replacement backlit compatible to HP Folio 13 includes labor	1	lot	7000.00	7,000.00

	US keyboard layout User: Alexis Almasan Property Number: BSWM-AWS3-003				
5	Laptop Battery genuine (manufactured by Lenovo) 11.1v, 5.6 Ah, 62 Wh Rechargeable li-on battery compatible to Lenovo E431 User: Chrislee Javier Property Number: 7.1.553	1	pc	5000.00	5,000.00
6	Laptop Battery genuine (manufactured by HP) Rechargeable li-on battery 10.8v, 62Wh, 5400mAh battery part # 671567-831 compatible to HP Pavilion dv6 User: Charmaine Ann Manalo Serial Number: 2CE22923H3	1	pc	4500.00	4,500.00
7	Telephone Battery battery model no. PL-043043 TCL rechargeable LI-polymer 3.7V 500mAh compatible to GE Thomson CE21873GE3-A cordless phone User: Maricar Lumauig	1	pc	750.00	750.00
8	Laptop Battery Laptop rechargeable li-ion battery battery part number: 709989-421 11.1 V 62Wh 5225mAh 6 cells genuine compatible to HP Envy Touchsmart 15-Q006TX Laptop Property No.: PDH-019 User: Edgar Allan Policarpio	1	pc	3000.00	3,000.00
9	Laptop Charger Compatible to Apple MacBook Pro A1278 Input: AC 1.5A 100-240V ~ 50/60 Hz A/12378EA Output: + 16.5V 3.65A MagSafe L-style connector User: Maria Irene Amatorio Laptop Property No: 14-0404-96	1	pc	5837.00	5,837.00
10	Laptop Battery Compatible to Dell Inspiron 15 7566 - 6th Generation Intel Core i7-6700HQ Quad Core 74Whr 6 cell battery Genuine Part Number: 071JF4 S/N: 8JSLRC2 with Property No. 7.1.440 S/N: GWGFRC2 with Property No. 7.1.442 End User: Julius M. Judan	2	pc	7500.00	15,000.00
TOTAL APPROVED BUDGET FOR THE CONTRACT:					Php 55,387.00
GUIDELINES					

A. Submission of Quotations

1. Quotation/s shall include the Request for Quotation and/or the Purchase Request Number as state above;
2. Pictures or brand/model names or numbers, if applicable, should be specified in the quotation/s; and
3. Quotation/s must be signed by the company's duly authorized representative.

B. Eligibility Requirements

Pursuant to Annex "H" or Consolidated Guidelines for the Alternative Methods of Procurement of the 2016 Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, as amended by Government Procurement Policy Board Resolution No. 21-2017 dated 30 May 2017, the following documents shall be submitted except for Repeat Order, Shopping under Section 52.1(a), and Negotiated Procurement under Sections 53.1 (Two-Failed Biddings), and 53.5 (Agency-to-Agency):

For Procurement of Goods

1. Upon submission of quotation
 - ✓ PhilGEPS Platinum Membership Certificate including Annex "A". If not available, the following alternate documents may be submitted:
 - PhilGEPS Registration Number
 - Mayor's Permit
 - For individuals/professionals engaged under Section 53.6, 53.7 and 53.9 of the 2016 IRR of RA No. 9184, only the Bureau of Internal Revenue (BIR) Certificate of Registration shall be submitted in lieu of the Mayor's Permit.
2. Upon issuance of Notice of Award (NOA)
 - ✓ Omnibus Sworn Statement
 - Applicable only for bidders who have submitted their quotation on item/s with a total Approved Budget for the Contract (ABC) of above Php50,000.00.
 - ✓ Income/Business Tax Return
 - Applicable only for: **a)** bidders who have submitted their quotation on item/s with a total ABC of above Php500,000.00; and **b)** bidders for Lease of Real Property and Venue (except for government agencies as lessors).

For Procurement of Infrastructure

1. The requirements for Goods with the same submission indicated therein; and
2. Valid Philippine Contractors Accreditation Board License.

For Procurement of Consulting Services

1. The requirements for Goods with the same submission indicated therein; and
2. Valid Professional Regulation Commission 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 upon issuance of NOA, unless otherwise provided;
3. All transactions are subject to creditable withholding tax and final Value Added Tax or percentage tax per revenue regulation/s of the 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; and
5. The DOST-ASTI 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.