



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-20-2019, 2:00 PM		
RFQ No.:	19-08-2636	Date:	August-13-2019
PR No.:	GAA-19-08-8250	Date:	August-07-2019

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	LED Monitor - Curved Monitor - 23 to 24"	6	unit	14500.00	87,000.00
2	Wireless Keyboard and Mouse Combo - Ultra-Slim Keyboard & Mouse - 2.4GH Wireless Connection - 10M Wireless Transmission - Battery 2x AAA - Color: Black / Grey - With mouse pad - System Requirement: Window, Windows Vista, Windows 7, 8, 10, Chrome OS, USB Port - 6 Months Warranty	3	unit	3000.00	9,000.00
3	Pedestal Mobile Cabinet - High quality - Light Gray - Dimension: 40W x 56D x 65H cm	1	pc	3000.00	3,000.00
4	4 Port USB Hub - 4 port USB Interface support hot-swappable - Compact, lightweight - Interface parallel arrangement - Good compatibility	1	pc	700.00	700.00
5	Metal Document Tray - 3 layer, black document tray / file tray, mesh, meta	6	pc	720.00	4,320.00

ASTI Bldg., U.P. Technology Park Complex, C.P. Garcia Ave., Diliman, Quezon City, Philippines 1101

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• Fax No.: +632 925-8598

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.