



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: Sep-09-2019, 2:00 PM	
RFQ No.: 19-09-2682	Date: September-04-2019
PR No.: GAA-19-06-7951	Date: June-13-2019

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,

PAUL JOHN M. SERRANO
Chairperson, BAC-2

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	USB (OTG) I. Specifications a. Design - ASTI will provide the design. Revisions may be made by the supplier, but only upon the approval of the end-user. b. 16 GB Capacity c. 1 year warranty d. 300 pcs - compatible with Android/ either micro or USB type C e. An approved sample must be delivered to ASTI before mass production II. Delivery Terms a. The items must be delivered to ASTI b. Items must be delivered within 1 month after the sample was approved. III. Note a. Price must be inclusive of Vat, Tax, and other Government-related fees	300	pc	450.00	135,000.00
2	PEDRO Enamel Pin I. Specifications a. The Enamel Pin must have the PEDRO GRS logo b. 1 inch diameter c. The enamel pin must be colored d. An approved sample must be delivered to ASTI before mass production II. Delivery Terms a. The items must be delivered to ASTI	300	pc	100.00	30,000.00

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.