



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: Oct-22-2019, 2:00 PM | |
| RFQ No.: 19-09-2736 | Date: October-18-2019 |
| PR No.: GAA-19-08-8267 | 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 | Keyboard and Trackpad Replacement keyboard and trackpad replacement for Lenovo X240 includes parts, labor and warranty Laptop Property No.: CoARE-050 End User: Rene Mendoza | 1 | lot | 9000.00 | 9,000.00 |
| 2 | RAM 4gb DDR2 800MHz UDIMM compatible to MSI MS-7519, Intel DG41RQ, and Asus P5KPL-AM desktops End Users: Patricia Reyes (Property No. TBI-063) Marinel Sigue (Property No. 01527-119-048) Francisco Ismael (Property No. OSL-173) | 6 | pc | 900.00 | 5,400.00 |
| 3 | Laptop Battery A1280 Li-ion 10.8v-42 Wh Laptop's Serial Number: W89154538QT Property Number: OSL-174 User: Lawrence Inigo Delivery: 15 calendar days upon NTP issuance | 1 | pc | 10000.00 | 10,000.00 |
| 4 | Laptop Keyboard Replacement US English keyboard layout Backlit with frame black includes parts and labor | 1 | lot | 7500.00 | 7,500.00 |

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|----|---|---|-----|----------|-----------|
| | compatible with Toshiba Portege Z930 User: Juvy Baraquio (S/N XC138893H) | | | | |
| 5 | Laptop Keyboard Replacement backlit compatible to HP Folio 13 includes parts and labor User: Alexis Almasan Property Number: BSWM-AWS3-003 | 1 | lot | 9000.00 | 9,000.00 |
| 6 | Laptop Battery genuine (manufactured by HP) rechargeable li-ion battery 10.8v, 62Wh, 5400mAh battery part no. 671567-831 compatible to HP Pavilion dv6 User: Charmaine Ann Manalo Serial Number: 2CE22923H3 | 1 | pc | 6000.00 | 6,000.00 |
| 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 Lumaug | 1 | pc | 1200.00 | 1,200.00 |
| 8 | 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 End Users: Maria Irene Amatorio (Property No. 14-0404-96) Maria Cristina Manuel (S/N: D92F9SQLDH2G) | 2 | pc | 7000.00 | 14,000.00 |
| 9 | Laptop Battery compatible to Dell Inspiron 15 7566 74Wh genuine part number: 071JF4 End User: Julius Judan - Laptop Property No. 7.1.440, S/N 8JSLRC2 Laptop Property No. 7.1.442, S/N GWGFRC2 | 2 | pc | 8500.00 | 17,000.00 |
| 10 | Laptop Fan Replacement for Lenovo Z470 includes parts and labor End user: Kristine Cervantes Laptop Property No.: 7.1.256 Serial No: QBQ03531041 | 1 | lot | 4700.00 | 4,700.00 |
| 11 | Laptop Keyboard Replacement for Macbook Pro A1278 includes parts and labor End User: Ryne Amatorio Laptop Property No. 14-0404-96 | 1 | lot | 11300.00 | 11,300.00 |
| 12 | Laptop Battery | 1 | pc | 6000.00 | 6,000.00 |

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|--|--|---|-----|---------|-----------------------|
| | 6-cell rechargeable li-ion compatible to HP Pavilion dv6 battery model number HSTNN-LB3N MO06 671731-001 5225mAh 11.1V 62Wh genuine End User: Mae Ann Bangabang (S/N ZCE22923KF) | | | | |
| 13 | Voice Coil for JBL Eon 1500 speakers in Training Room | 2 | pc | 2240.00 | 4,480.00 |
| 14 | RAM 4gb DDR3L 1600MHz UDIMM compatible to Lenovo S500 desktop End User: Jefril Sena (MITHI-012) | 1 | pc | 1200.00 | 1,200.00 |
| 15 | Laptop Fan Replacement for Samsung Ultrabook NP54043C-A0IPH includes parts and labor End user: Lyka Celino Laptop Property No.: 7.1.358 Serial No: HZ5B91FD200167 | 1 | lot | 4500.00 | 4,500.00 |
| TOTAL APPROVED BUDGET FOR THE CONTRACT: | | | | | Php 111,280.00 |

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.