



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

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|--|---|--------------|-------------------|
| Kind of Procurement Activity: | Negotiated Procurement: Small-value Procurement | | |
| Deadline of Submission of Bids: | Oct-27-2021, 2:00 PM | | |
| RFQ No.: | 21-10-3603 | Date: | October-21-2021 |
| PR No.: | GAA-21-09-12171 | Date: | September-23-2021 |

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,

GERWIN P. GUBA
BAC Chairman

| NO. | TECHNICAL SPECIFICATIONS | QTY | UNIT | UNIT PRICE(Php) | TOTAL PRICE(Php) |
|-----|---|-----|------|-----------------|------------------|
| 1 | <p>3-Seater Stainless Steel Waiting Chair</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of 3-Seater Stainless Steel Waiting Chair</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 3 Seater chair with backrest and arm rest</p> <p>2.2. Color: Silver</p> <p>2.3. Material : Stainless Steel</p> <p>2.4. Dimension: approximately 175 x 65 x 78 cm (LWH)</p> <p>2.5. Weight: approximately 29kgs</p> <p>3. WARRANTY</p> <p>3.1. 3-Seater Stainless Steel Waiting Chair must carry Six (6) months Warranty that cover defects in materials. Warranty service shall commence from the</p> | 1 | unit | 8185.83 | 8,185.83 |

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| | <p>date of end-user acceptance.</p> <p>4.DELIVERY</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | | | | |
| 2 | <p>Bar Stool swivel Chair with back rest</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Bar Stool swivel Chair with back rest</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Cloth, rotated office chair, middle back</p> <p>2.2. Color: Black</p> <p>2.3. Plastic fixed armrest: Optional</p> <p>2.4. Gas Lift: 120 mm</p> <p>2.5. Circular foot rest: optional</p> <p>2.6. Dimension: approximately W61 XD 61 X H113-124.5 CM</p> <p>2.7. Weight Capacity: Approximately 120-150kg maximum</p> <p>3. WARRANTY</p> <p>3.1. Bar Stool swivel Chair with back rest must carry Six (6) months Warranty that cover defects in materials. Warranty service shall commence from the date of end-user acceptance.</p> <p>4.DELIVERY</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | 1 | unit | 3712.13 | 3,712.13 |
| 3 | <p>Alcohol Dispenser</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Alcohol Dispenser</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Material: ABS Alloy</p> | 20 | unit | 2670.43 | 53,408.60 |

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| | <p>2.2. Working Mode: Automatic 2.3. Capacity: 500 ml (17 oz) 2.4. Sensor Distance: 8 cm 2.5. Dispenser Size: 14 x 14x 29 cm 2.6. Size of Stand: Approx: 120 cm 2.7. Package includes of: 2.7.1. 1x Auto alcohol/gel sanitizer dispenser 2.7.2. 1x Dispenser stand 2.7.3. 4pcs/pack AA Battery</p> <p>3. WARRANTY 3.1. Alcohol Dispensers must carry One (1) Year Warranty that cover defects in materials. Warranty service shall commence from the date of end-user acceptance.</p> <p>4.DELIVERY 4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | | | | |
| 4 | <p>Thermal Scanner (indoor) 1. BACKGROUND and OBJECTIVES 1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Thermal Scanner 1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges. 1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION 2.1. Theory: F and C degrees (Fahrenheit and Centigrade) 2.2. Accuracy Tolerance: +/- 0.2 (34 - 45 degree C) 2.3. Automatic Alarm for Abnormal Temperature: 2.3.1. Red light Flashes 2.3.2. Continuous Alarm Sound 2.4. Display: Digital Display 2.5. Measuring Temperature: 0 - 80 degree C 2.6. Ambient Temperature: 5 - 45 degree C 2.7. Response Time: 500 ms 2.8. Standby: 5 seconds 2.9. Automatic Alarm: Flashing Red Light and Audible alarm for 10 seconds 2.10. Charging Method: USB Charging or Portable Charger 2.11. Package Includes of: 2.11.1. 1 x Infrared Thermometer 2.11.2. 1 x USB cable 2.11.3. 1 x Mounting Accessories 2.11.4. 1 x Tripod with stand</p> <p>3. WARRANTY 3.1. Thermal Scanner carry One (1) Year Warranty that cover defects in materials. Warranty service shall commence from the</p> | 2 | unit | 2365.00 | 4,730.00 |

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| | <p>date of end-user acceptance.</p> <p>4.DELIVERY</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | | | | |
| 5 | <p>Aluminum Rack with Sink</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Aluminum Rack with Sink</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Dimension: approximately 39 x 43 x 83 cm (LWH)</p> <p>2.2. Material: Aluminum PVC, Aluminum coated"</p> <p>2.3. Weight: 23kgs</p> <p>3. WARRANTY</p> <p>3.1. Aluminum Rack with Sink must carry Six (6) Months Warranty that cover defects in materials. Warranty service shall commence from the date of end-user acceptance.</p> <p>4.DELIVERY</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | 1 | unit | 3582.70 | 3,582.70 |
| 6 | <p>Aluminum Rack with Sink</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Aluminum Rack with Sink</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Dimension: approximately 84 x 45 x 83 cm (LWH)</p> <p>2.2. Material: Aluminum PVC, Aluminum coated"</p> <p>2.3. Weight: approximately 41 kgs</p> <p>3. WARRANTY</p> <p>3.1. Aluminum Racks with Sink must carry Six (6) Months Warranty that cover defects in</p> | 2 | unit | 5723.30 | 11,446.60 |

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| | materials. Warranty service shall commence from the date of end-user acceptance. 4.DELIVERY 4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP). | | | | |
| 7 | <p>Automatic Soap Dispenser</p> <p>1. BACKGROUND and OBJECTIVES</p> <p>1.1. The Advanced Science and Technology Institute (herein referred as to the "Institute") is seeking qualified and competent bidders for Supply and Delivery of Automatic Soap Dispenser</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Dimension: approximately 220×105×95 mm</p> <p>2.2. Material: ABS Plastic</p> <p>2.3. Rated Power: 5W</p> <p>2.4. Voltage: 4.5 V</p> <p>2.5. Power: 3 AA Batteries</p> <p>2.6. Tank Volume: 300ml</p> <p>2.7. Package Includes:</p> <p>2.7.1. 3pcs AA Battery</p> <p>3. WARRANTY</p> <p>3.1. Automatic Soap Dispenser must carry One (1) Year Warranty that cover defects in materials. Warranty service shall commence from the date of end-user acceptance.</p> <p>4.DELIVERY</p> <p>4.1. Delivery of the Goods shall be made by the Supplier within TEN (10) calendar days upon issuance of Notice to Proceed (NTP).</p> | 2 | unit | 1137.40 | 2,274.80 |

TOTAL APPROVED BUDGET FOR THE CONTRACT:

Php 87,340.66

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.