



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

<b>Kind of Procurement Activity:</b>	Negotiated Procurement:Small-value Procurement		
<b>Deadline of Submission of Bids:</b>	May-11-2022, 2:00 PM		
<b>RFQ No.:</b>	22-05-3824	<b>Date:</b>	May-06-2022
<b>PR No.:</b>	ALAM-22-04-13593	<b>Date:</b>	April-20-2022

The Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), intends to procure the enlisted item/s below. Bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, except otherwise specified in the requirements. Award may be considered for prospective bidder/s proven to be the single/lowest calculated and responsive quotation among all other quotations. Guidelines on the format of quotations and eligibility documents are listed below. Kindly follow the prescribed GUIDELINES to avoid DISQUALIFICATION.

Quotations may be submitted 1) manually to the BAC Secretariat at G/F DOST-ASTI Bldg., UP Technology Park Complex, CP Garcia Ave., UP Campus, Diliman, Quezon City or 2) sent via electronic mail at bac-sec@asti.dost.gov.ph. For further information, please contact the BAC Secretariat at +63 2 8249-8500 loc. 1206/1212.

Thank you.

**BAYANI BENJAMIN R. LARA**  
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<p><b>Headphones</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Eight (8) peices of Headphones</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Interface: Wireless convertible to wired</p> <p>2.2 Bluetooth version: 4.2</p> <p>2.3 Driver size 40mm</p> <p>2.4 Driver Sensivity: 1kHz/1mW (9dB) 15</p> <p>2.5 Impedance: 32 ohms</p> <p>2.6 Weight: 220 g</p> <p>2.7 Battery Type: 610mAh/3.7V</p> <p>2.8 Maximum play time: 27 Maximum Music play time with ANC off: 22 hours</p> <p>2.9 Maximum music play time with ANC on: 15 hours</p> <p>3. OTHER SPECIFICATION</p> <p>3.1 Active Noise Cancelling</p> <p>3.2 Bluetooth ready</p>	8	pc	6287.30	50,298.40

	<p>3.3 Remote Control on ear cups  3.4 Voice Assistant  3.5 Detachable Audio Cable  3.6 Hands Free Call  3.7 Multi-Point Connection  3.8 Over-ear  3.9 Speed Charge  3.10 Wireless or Wired Convertible</p> <p>4. ACCESSORIES  4.1 Charging cable, detachable audio cable</p> <p>5. WARRANTY AND AFTER SALES SUPPORT  5.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.  5.2 Defective and incorrect items shall be replaced  5.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support</p> <p>6. PAYMENT AND DELIVERY TERMS  6.1 The price of bid must be inclusive of government taxes and additional fees.  6.2 Government terms, payment upon complete delivery  6.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed  6.4 The unit must be brand new and unused.</p> <p>Charge to GIA-ALaM</p>				
2	<p><b>Audio Y Splitter cable for headphone</b>  Audio Y Splitter cable for headphone</p> <p>1. GENERAL OVERVIEW  1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Sixteen (16) pieces of Audio Y Splitter cable for headphone  1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges  1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION  2.1 3.5mm splitter cable  2.2 Color Black  2.3 Cable length: approx. 1m/3.3ft</p> <p>3. OTHER SPECIFICATION  3.1 3.5mm Audio Y Splitter Cable 1 Female to 2 Male Converter Earphone Microphone Cord Adapter for Headphone to Desktop Laptop PC  3.2 3.5mm female jack to two 3.5mm male plugs audio splitter cable (One male plug for Microphone, the other male plug for headset).  3.3 Connect 3.5mm smartphone headset with your desktop computer to make voice call, play game, listen to music, etc.  3.4 Easy to connect a 3.5mm headset to your laptop or desktop PC, of which the microphone jack and the headphone jack are separated.</p>	16	pc	250.00	4,000.00

	<p>3.5 High-quality metal connector with high performance, durable and reliable, ensures stable and strong signal transmission.</p> <p>3.6 Compact design for maximum portability, you can store it in your computer bag, take it out and use when needed.</p> <p>4. WARRANTY AND AFTER SALES SUPPORT</p> <p>4.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>4.2 Defective and incorrect items shall be replaced</p> <p>4.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 The price of bid must be inclusive of government taxes and additional fees.</p> <p>5.2 Government terms, payment upon complete delivery</p> <p>5.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>5.4 The unit must be brand new and unused.</p> <p>Charge to GIA-ALaM</p>				
3	<p><b>Extension power cord with voltage surge protector (5m)</b></p> <p>Extension Power Cord with Voltage surge protector (5m)</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Thirty-Nine (39) pieces of Extension Power Cord with Voltage surge protector (5m)</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Max capacity: 2500W</p> <p>2.2 1 Neon Switch w/ Circuit Breaker</p> <p>2.3 6 Parallel Outlets w/ Grounding 90 degrees outlet orientation</p> <p>2.4 With line/noise filter</p> <p>2.5 Royal Cord: 5 meters</p> <p>2.6 Metal Casing: Power-coated</p> <p>4. WARRANTY AND AFTER SALES SUPPORT</p> <p>4.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>4.2 Defective and incorrect items shall be replaced</p> <p>4.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 The price of bid must be inclusive of government taxes and additional fees.</p> <p>5.2 Government terms, payment upon complete delivery</p>	39	pc	1567.13	61,118.07

	<p>5.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>5.4 The unit must be brand new and unused.</p> <p>24pcs Charge to GIA-ALaM 10pcs Charge to GAA-iTanong 5pcs Charge to GIA-QCS</p>				
4	<p><b>Extension Power Cord Reel (10m)</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Three (3) pieces of Extension Power Cord Reel (10m)</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Product Type: Cord Reel</p> <p>2.2 Cable Length: 10 meter</p> <p>2.3 Number of sockets min of 4</p> <p>2.4 Votalge Rating: 240V</p> <p>2.5 Material: PVC</p> <p>2.6 Housing Type: Cassette Reel</p> <p>2.7 Color: Any</p> <p>2.8 Compact reels with hand grip and winding knob</p> <p>2.9 Safety thermal cut out</p> <p>4. WARRANTY AND AFTER-SALES SUPPORT</p> <p>4.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>4.2 Defective and incorrect items shall be replaced</p> <p>4.3 Warranty Period should be 1 year from the delivery date</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1The price of bid must be inclusive of government taxes and additional fees.</p> <p>5.2 Government terms, payment upon complete delivery</p> <p>5.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>5.4 The unit must be brand new and unused.</p> <p>Charge to GIA-ALaM</p>	3	pc	2193.40	6,580.20
5	<p><b>Wireless Handset Phone</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Two (2) units of Wireless Handset Phone</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Color: Black</p>	2	unit	4329.60	8,659.20

	<p>2.2 Number of handset: 1  2.3 Caller ID Memory: 50 items  2.4 Phonebook Memory (Name/Number): 50 items (16char/24digits)  2.5 LCD - Handset: 1.4 inch Dot  2.6 LCD - Handset: Monochrome  2.7 LCD - Handset: 16 digits x3 line  2.8 Speakerphone: Handset  2.9 Wall Moutable - Base Unit  2.10 Handset dimensions (WxDxH): 48 x 29 x 154 mm  2.11 With Caller Identification</p> <p>3. ACCESSORIES  3.1 Power Cord</p> <p>4. WARRANTY AND AFTER-SALES SUPPORT  4.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.  4.2 Defective and incorrect items shall be replaced  4.3 Warranty Period should be 1 year from the delivery date</p> <p>5. PAYMENT AND DELIVERY TERMS  5.1 The price of bid must be inclusive of government taxes and additional fees.  5.2 Government terms, payment upon complete delivery  5.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed  5.4 The unit must be brand new and unused.</p> <p>Charge to GIA-ALaM</p>				
6	<p><b>External Monitor</b></p> <p>1. GENERAL OVERVIEW  1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Twenty-Four (24) units of External Monitor  1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges  1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION  2.1 Screen Size: 24.5 inch or higher  2.2 Backlight Technology: LED backlight  2.3 Resolution (max.): 1920x1080 or higher  2.4 Refresh Rate (Hz): 144  2.5 Display Screen Coating: Anti-Glare  2.6 Color Temperature: Bluish ,Normal ,Reddish ,User Define  2.7 Voltage Rating: 100 - 240V  2.8 Power Supply: Built-in  2.9 Connectivity: HDMI (v2.0)  2.10 Low Blue Light: Yes  2.11 Included Cables: Power Cable 1.5  2.12 Signal Cable: HDMI 1.4</p> <p>3. ACCESSORIES  3.1 Power Cable, HDMI cable</p>	24	unit	14999.00	359,976.00

	<p>4. WARRANTY AND AFTER-SALES SUPPORT</p> <p>4.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>4.2 Defective and incorrect items shall be replaced</p> <p>4.3 Warranty Period should be 1 year from the delivery date</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 The price of bid must be inclusive of government taxes and additional fees.</p> <p>5.2 Government terms, payment upon complete delivery</p> <p>5.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>5.4 The unit must be brand new and unused.</p> <p>Charge to GIA-ALaM</p>				
7	<p><b>Wireless Noise-Cancelling Headphone with Mic</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Twelve (12) units of Wireless Noise-Cancelling Headphones with Mic</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Interface: Wireless convertible to wired</p> <p>2.2 Bluetooth version: 4.2</p> <p>2.3 Driver size 40mm</p> <p>2.4 Driver Sensivity: 1kHz/1mW (9dB) 15</p> <p>2.5 Impedance: 32 ohms</p> <p>2.6 Weight: 220 g</p> <p>2.7 Battery Type: 610mAh/3.7V</p> <p>2.8 Maximum play time: 27 Maximum Music play time with ANC off: 22 hours</p> <p>2.9 Maximum music play time with ANC on: 15 hours</p> <p>3. OTHER SPECIFICATION</p> <p>3.1 Active Noise Cancelling</p> <p>3.2 Bluetooth ready</p> <p>3.3 Remote Control on ear cups</p> <p>3.4 Voice Assistant</p> <p>3.5 Detachable Audio Cable</p> <p>3.6 Hands Free Call</p> <p>3.7 Multi-Point Connection</p> <p>3.8 Over-ear</p> <p>3.9 Speed Charge</p> <p>3.10 Wireless or Wired Convertible</p> <p>4. ACCESSORIES</p> <p>4.1 Charging cable, detachable audio cable</p> <p>5. WARRANTY AND AFTER SALES SUPPORT</p> <p>5.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p>	12	unit	6827.30	81,927.60

	<p>5.2 Defective and incorrect items shall be replaced</p> <p>5.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support</p> <p>6. PAYMENT AND DELIVERY TERMS</p> <p>6.1 The price of bid must be inclusive of government taxes and additional fees.</p> <p>6.2 Government terms, payment upon complete delivery</p> <p>6.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>6.4 The unit must be brand new and unused.</p> <p>Charge to GIA-QCS</p>				
8	<p><b>VGA input - HDMI output Adapter</b></p> <p>VGA input - HDMI output Adapter</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Twenty-four (24) pieces of VGA input - HDMI output Adapter</p> <p>1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1 Interface: Wireless convertible to wired 2.2 Bluetooth version: 4.2</p> <p>2.3 Driver size 40mm</p> <p>2.4 Driver Sensivity: 1kHz/1mW (9dB) 15</p> <p>2.5 Impedance: 32 ohms</p> <p>2.6 Weight: 220 g</p> <p>2.7 Battery Type: 610mAh/3.7V</p> <p>2.8 Maximum play time: 27 Maximum Music play time with ANC off: 22 hours</p> <p>2.9 Maximum music playtime with ANC on: 15 hours</p> <p>3. WARRANTY AND AFTER-SALES SUPPORT</p> <p>3.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2 Defective and incorrect items shall be replaced</p> <p>3.3 Warranty Period should be 1 year.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1 The price of bid must be inclusive of government taxes and additional fees.</p> <p>4.2 Government terms, payment upon complete delivery</p> <p>4.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed</p> <p>4.4 The unit must be brand new and unused.</p>	24	pc	700.00	16,800.00
9	<p><b>Wireless Keyboard Chiclet with Mouse</b></p> <p>Wireless Keyboard Chiclet with Mouse</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Nineteen (19) sets of Wireless Keyboard Chiclet with Mouse</p> <p>1.2 The approved budget for the contract is inclusive of</p>	19	set	2500.00	47,500.00

all applicable government taxes and service charges  
 1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.

2. TECHNICAL SPECIFICATION

2.1 Keyboard

- 2.1.1 SilentTouch Technology
- 2.1.2 Adjustable keyboard height
- 2.1.3 Spill-resistant design
- 2.1.4 2.4GHz wireless (10 meters)
- 2.1.5 Nano USB receiver
- 2.1.6 Capslock indicator light
- 2.1.7 On/Off power switch
- 2.1.8 2 AAA Batteries (Alkaline Battery)

2.2 Mouse

- 2.2.1 SilentTouch Technology
- 2.2.2 Contoured compact shape
- 2.2.3 Smooth, responsive cursor control
- 2.2.4 On/Off power button
- 2.2.5 1 AA batteries (Alkaline Battery)

3. WARRANTY AND AFTER SALES SUPPORT

- 3.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.
- 3.2 Defective and incorrect items shall be replaced
- 3.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support

4. PAYMENT AND DELIVERY TERMS

- 4.1 The price of bid must be inclusive of government taxes and additional fees.
- 4.2 Government terms, payment upon complete delivery
- 4.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed
- 4.4 The unit must be brand new and unused.

Seven (7) sets charge to GIA-ALaM  
 Twelve (12) sets charge to GIA-QCS

10	<p><b>Wireless Laptop Chiclet Keyboard w/ mouse set</b>          Wireless Laptop Chiclet Keyboard w/ mouse set          1. GENERAL OVERVIEW          1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of Ten (10) sets of Wireless Laptop Chiclet Keyboard w/ mouse set          1.2 The approved budget for the contract is inclusive of all applicable government taxes and service charges          1.3 The technical specifications indicated herein are minimum requirement, unless otherwise specified.           2. TECHNICAL SPECIFICATION          2.1 Keyboard          2.1.1 SilentTouch Technology          2.1.2 Adjustable keyboard height          2.1.3 Spill-resistant design          2.1.4 2.4GHz wireless (10 meters)          2.1.5 Nano USB receiver          2.1.6 Capslock indicator light</p>	10	set	2500.00	25,000.00
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2.1.7 On/Off power switch  
 2.1.8 2 AAA Batteries (Alkaline Battery)  
 2.2 Mouse  
 2.2.1 SilentTouch Technology  
 2.2.2 Contoured compact shape  
 2.2.3 Smooth, responsive cursor control  
 2.2.4 On/Off power button  
 2.2.5 1 AA batteries (Alkaline Battery)

3. WARRANTY AND AFTER SALES SUPPORT  
 3.1 Supplier warrants the items against defects in manufacturing and shipping and delivery issues.  
 3.2 Defective and incorrect items shall be replaced  
 3.3 Warranty Period should be 1 year On-Site; warranty on Parts and Labor with Premier Support

4. PAYMENT AND DELIVERY TERMS  
 4.1 The price of bid must be inclusive of government taxes and additional fees.  
 4.2 Government terms, payment upon complete delivery  
 4.3 Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed  
 4.4 The unit must be brand new and unused.

Charge to GAA-iTanong

**TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):** **Php 661,859.47**

**GUIDELINES**

**A. Content and Format of Quotations**

1. The Quotation/s must include the RFQ Number or the PR Number indicated above
2. Bidders must specify the BRAND NAMES and MODEL NAMES/NUMBER for the following goods:
  - a. Computer and electronic equipment and its accessories or peripherals
  - b. Software applications, programs, and digital licenses
  - c. Commercial off-the-shelf electronic devices or components
3. The Quotation/s must indicate the registered business name of the company (or individual), business address and contact number. It must also include the full name and signature of the company's authorized representative.
4. BIR Certificate of Registration for new DOST-ASTI suppliers.

**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, 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
  - a. Valid PhilGEPS Registration Number / Organization ID
  - b. Valid Mayor's/Business Permit
2. Upon issuance of Notice of Award (NOA)
  - a. Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00)
  - b. Income/Business Tax Return (For ABCs above P500,000.00)

**For Procurement of Infrastructure**

1. Upon submission of quotation
  - a. Valid PhilGEPS Registration Number / Organization ID
  - b. Valid Mayor's/Business Permit
  - c. Valid PCAB License
  
2. Upon issuance of NOA
  - a. Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00)
  - b. Income/Business Tax Return (For ABCs above P500,000.00)

*\*Requirements under Section 53.6 (Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services) of the revised IRR of RA No. 9184 will not apply to artists such as singer, performer, poet, writer, painter and sculptor who are engaged in business.*

*\*\*Requirements under Section 53.10 (Lease of Real Property or Venue) of the revised IRR of RA No. 9184, specifically Mayor's/Business Permit, PhilGEPS Registration Number and Income/Business Tax Return will not apply to government agencies as lessors.*

*\*\*\*For methods of procurement requiring Mayor's Permit and PhilGEPS Registration Number, valid Certificate of Platinum Membership may be submitted in lieu of the said documents.*

**C. Terms and Conditions**

1. Additional requirements, if necessary, may be requested by the BAC depending on the item to be bid;
2. All transactions are subject to creditable withholding tax and final Value Added Tax or percentage tax per revenue regulation/s of the BIR;
3. Liquidated damages of at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay shall be imposed by the DOST-ASTI pursuant to Section 68 of the revised IRR of RA No. 9184; and
4. The DOST-ASTI reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.