



**DOST-ASTI Bids and Awards Committee
Invitation to Bid (Public Bidding)**

IB No:	25-02-5153	Date:	March-04-2025
PR No:	GAA-25-01-20625	Date:	January-30-2025
Source of Funds:			
Total ABC: Php 1,153,549.00			
Time, Date & Venue of Pre-bid Conference: March 12, 2025, 9:00 AM at Videoconferencing (MS Teams)			
Time and Date of Submission of Bids: March 24, 2025, 09:00 AM			
Time, Date & Venue of Opening Bids: March 24, 2025, 9:30 AM at DOST-ASTI & Videoconferencing (MS Teams)			
Date of availability of Complete Set of Documents: March 05, 2025			
Deadline of Potential Bidder's Clarifications: March 14, 2025			
Deadline of ASTI's Supplemental Bid Bulletin: March 17, 2025			
Delivery Schedule:			

The *Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI)*, through its Bids and Awards Committee (BAC), hereby invites all interested Bidders to submit their bids for the *item/s* listed below. *Section II. Instructions to Bidders (ITB) of the DOST-ASTI Bidding Documents provides information necessary for bidders to prepare responsive bids, in accordance with the requirements of DOST-ASTI. The ITB likewise provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and award of contract.*

Bidding will be conducted through open competitive bidding procedures *using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.*

A complete set of *DOST-ASTI Bidding Documents* may be acquired by interested Bidders on the date and address given on this document, and upon payment of the applicable fee, pursuant to the latest Guidelines issued by the Government Procurement Policy Board. Further, the *DOST-ASTI Bidding Documents* may be accessed through the *DOST-ASTI website* (<https://asti.dost.gov.ph/>).

For further inquiries, you may contact the **DOST-ASTI BAC Secretariat** at telephone number **+63 2 8249-8500 / +63 2 8426-9755 local 1206/1212** or send your message to **bac-sec@asti.dost.gov.ph**.

Respectfully,

JEFFREY A. ABOROT
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	ELECTRIC FAN, stand type 1. GENERAL OVERVIEW 1.1. The Advanced Science and technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency. 1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges 2. TECHNICAL SPECIFICATIONS 2.1. Size and Blade: 16" Electric Fan with Plastic Blade 2.2. Number of Blades (min): Three (3) blades	2	unit	3300.00	6,600.00

	<p>2.3. Blade Size (min.): 380mm</p> <p>2.4. Grill: Metal</p> <p>2.5. Speed Control: Three (3) speed setting, manufacturer's standard</p> <p>2.6. Head Adjustment and Oscillation Control: Manufacturer's standard</p> <p>2.7. Height Adjustment: Manufacturer's standard</p> <p>2.8. Base: Manufacturer's standard</p> <p>2.9. Motor: Fully enclosed</p> <p>2.10. 220 – 240 volts, 60Hz</p> <p>2.11. With PS Quality or ICC Mark</p> <p>2.12. With operating/user's manual (English Translation)</p> <p>2.13. Brand shall be engraved/embossed/printed/permanently stickered on the item\</p> <p>2.14. Warranty: one (1) year on parts and service.</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 6 months.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the end-user.</p> <p>4.3 Price must be inclusive of government taxes and other charges.</p>				
2	<p>KEYBOARD</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Wireless Mechanical Keyboard</p> <p>2.2. Connection: Type-C wired or 2.4G wireless Bluetooth</p> <p>2.3. Product Weight: Approximately 1183g</p> <p>2.4. Keys:</p> <p>2.4.1. At least ninety-nine (99) keys</p> <p>2.4.2. With number keys</p> <p>2.5. Hot-swappable</p> <p>2.6. RGB backlight</p> <p>2.7. Battery</p> <p>2.7.1. At least 8000mAh (2*4000mAh) battery capacity</p> <p>2.7.2. Rechargeable Li-ion battery</p> <p>2.8. Approximately fifty-three (53) hours (default light effect) endurance</p> <p>2.9. Operating System: WIN</p>	65	unit	5500.00	357,500.00

	<p>XP/7/8/10/Android/IOS/MAC</p> <p>2.10. Color: Preferably white, grey</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 1 year.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the end-user.</p> <p>4.3 Price must be inclusive of government taxes and other charges.</p>				
3	<p>EXTENSION CORD</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 12-gang power strip</p> <p>2.2. Tower Type Extension with individual switch</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 6 months.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the end-user.</p> <p>4.3 Price must be inclusive of government taxes and other charges.</p>	10	unit	2500.00	25,000.00
4	<p>GLUE GUN</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p>	2	unit	600.00	1,200.00

	<p>2.TECHNICAL SPECIFICATIONS</p> <p>2.1. Compatible with 7.5 mm stick size with foldable stand</p> <p>2.2. heating time approx. 3 mins</p> <p>2.3. Can be used normally in 110V to 240V power supply</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 6 months.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the end-user.</p> <p>4.3 Price must be inclusive of government taxes and other charges.</p>				
5	<p>STEEL FILING CABINET</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2.TECHNICAL SPECIFICATIONS</p> <p>2.1. Materials : All metal construction, glass & metal sliding door cabinet</p> <p>2.2. Dimension (min): W85xD40xH175 cm</p> <p>2.3. Finish: Light Gray</p> <p>2.4. With five (5) adjustable shelf</p> <p>2.5. With one (1) central lock and two (2) keys</p> <p>2.6. Heavy duty, high quality</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 1 year.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the end-user.</p> <p>4.3 Price must be inclusive of government taxes and other charges.</p>	34	unit	20000.00	680,000.00

6	DOCUMENT SCANNER 1. GENERAL OVERVIEW 1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency. 1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges 2. TECHNICAL SPECIFICATIONS 2.1. Throughput Speeds: 40 ppm / 80 ipm 2.2. Feeder Capacity: Up to 80 sheets of 80 g/m ² (20 lb.) paper 2.3. Connectivity: USB 3.2 Gen 1x1 Compatible 2.4. Document Size (min.): 52 mm x 52 mm (2.05 in. x 2.05 in.) 2.5. Paper Thickness & Weight: 2.5.1. 27–433 g/m ² (7.2–160 lb.) paper 2.5.2. Hard card thickness up to 1.25 mm (0.05 in.) 2.6. Optical Resolution (max.): 600 dpi 2.7. Accessories & Consumables: 2.7.1. Integrated A4/Legal Flatbed 2.7.2. Passport Flatbed Accessory 2.7.3. Feeder Consumables Kits 2.7.4. Stacking Deflector Accessory 2.8. Acoustical Noise: Scanning: <50 dB(A) 2.9. Barcode Reading: Codabar, Code 128, Code 3 of 9, EAN-13, EAN-8, Interleaved 2 of 5, PDF417, QR, UPC-A, UPC-E 2.10. Bundled Software: Smart touch 2.11. Dimensions & Weight 2.11.1. Weight (approx.): 3.3 kg (7.2 lbs.) Depth: 204 mm (8.0 in.), not including input tray and output tray 2.11.2. Width (approx.): 312 mm (12.3 in.) Height: 182.5 mm (7.2 in.), not including input tray 2.11.3. Depth with Input Tray (approx.): 269 mm (10.6 in.) 2.11.4. Height with Input Tray (approx.): 231.6 mm (9.1 in.) 2.12. Electrical Requirements: 100-240 V 2.13. File Format Outputs: BMP, JPEG, Single-page TIFF, Microsoft Excel, Microsoft Word, Multipage TIFF, PDF, Text searchable PDF, PNG, RTF 2.14. Image Output Resolution Options: Up to 1200 dpi 2.15. Operating System Compatibility: WINDOWS 10 (32- and 64-bit), WINDOWS 11 (64 bit), WINDOWS Server 2019, WINDOWS Server 2022, Ubuntu 18.04 64-bit, Ubuntu 20.04 64-bit 2.16. Operator Control Panel: 1.5 inch (38 mm) 7 segment LED 2.17. Paper Handling (SurePath) Features: Ultrasonic Multifeed Technology, Length Multifeed Detection 2.18. Power Consumption: 2.18.1. Running: less than 20 watts 2.18.2. Standby: less than 0.3 watts 2.19. Recommended Daily Volume: Up to 5,000 pages per day 2.20. Scanning Technology: Dual RGB LED Illumination CIS (CMOS); Grayscale output bit depth is 256 levels (8-bit); color output bit depth is 24 bits (8 x 3); color capture bit depth is 24 bits (8 x 3)	1	unit	49999.00	49,999.00
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	<p>3. Warranty</p> <p>3.1. Upon delivery of the laptops, the supplier must respond to product-related inquiries and/or requests submitted by DOST-ASTI within seven (7) calendar days from product delivery.</p> <p>3.2. The warranty period must cover at least one (1) year of hardware service for parts and labor with onsite service after remote diagnosis.</p> <p>3.3. Replacement units should be provided for defective units, fifteen (15) days upon receipt of notice from End-users / DOST-ASTI Property and Supply Section.</p> <p>3.4. Defective units may be defined as units not working upon testing or units that have failed to work after testing within seven (7) calendar days from purchase.</p> <p>4. Payment and Delivery Terms</p> <p>4.1. Must be delivered within sixty (60) calendar days upon issuance of Notice to Proceed to DOST-ASTI Building, CP Garcia Ave., UP Campus, Diliman, Quezon City.</p> <p>4.2. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
7	<p>DOT MATRIX PRINTER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Department of Science and Technology (DOST) - Advanced Science and technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of Dot Matrix Printer to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Print Method: Impact dot matrix</p> <p>2.2. Number of Pins in Head: 9 pins</p> <p>2.3. Printing Columns: 80</p> <p>2.4. Weight: at least 4kg</p> <p>2.5. Dimension:</p> <p>2.5.1. Length: at least 355.6mm (14") – 330.2mm (13") exclude knob</p> <p>2.5.2. Width: at least 254mm (10")</p> <p>2.5.3. Height: at least 152.4mm (6")</p> <p>2.6. Print Speed:</p> <p>2.6.1. High Speed Draft: 347 / 357 / 390 cps</p> <p>2.6.2. High Speed Draft Condensed: 383 / 298 cps</p> <p>2.6.3. Draft: 260 / 312 / 223 cps</p> <p>2.6.4. Draft Condensed: 222 / 260 cps</p> <p>2.6.5. Draft Emphasized: 130 cps</p> <p>2.6.6. NLQ: 65 / 78 / 55 / 47 / 56 cps</p> <p>2.7. Print Characteristics:</p> <p>2.7.1. Character Sets: Italic table, PC437 (US Standard Europe), PC850 (Multilingual), PC860 (Portugese), PC861 (Icelandic), PC863 (Canadian French), PC865 (Nordic), Abicomp, BRASCII, Roman 8, ISO Latin 1, PC 858, ISO 8859-15</p> <p>2.7.2. Barcode Fonts: EAN-13, EAN-8, Interleaved 2 of</p>	1	unit	19500.00	19,500.00

5, UPC-A, UPC-E, Code 39, Code 128, Postnet

2.8. Paper Handling

2.8.1. Paper Path:

2.8.1.1. Tractor: Rear in, Top out

2.8.1.2. Manual Insertion: Rear in, Top out

2.8.2. Paper Size (Length x Width x Thickness):

2.8.2.1. Cut Sheet (Single Sheet): Approx. 100 ~ 364mm x 100 ~ 257mm x 0.065 ~ 0.14mm

2.8.2.2. Cut Sheet (Multi Part): Approx. 100 ~ 364mm x 100 ~ 257mm x 0.12 ~ 0.39mm

2.8.2.3. Envelope (No.6): Approx. 92mm x 165mm x 0.16 ~ 0.52mm

2.8.2.4. Envelope (No.10): Approx. 105mm x 241mm x 0.16 ~ 0.52mm

2.8.2.5. Continuous Paper: Approx. 101.6 ~ 558.8mm x 101.6 ~ 254.0mm x 0.065 ~ 0.39mm

2.8.3. Paper Feeding

2.8.3.1. Standard: Friction, Push Tractor

2.8.3.2. Optional: Roll Paper Holder

2.8.4. Copies: Original + 4 copies

2.8.5. Line Spacing: Approx. 4.23mm (1/6") or programmable in increments of 0.118mm (1/216")

2.8.6. Input Data Buffer: 128KB

2.8.7. Ribbon Cartridge

2.8.7.1. Standard: Fabric Ribbon Cartridge (Black)

2.8.7.1.1. Ribbon Life: Approx. 4.0 million characters (Draft 10 cpi, 14 dots/character)

2.8. Acoustic Noise: Approx. 53 dB(A) (ISO 7779 pattern)

2.9. Reliability

2.9.1. Print Head Life: Approx. 400 million strokes/wire

2.10. Control Panel: 4 switches and 5 LEDs

2.11. Electrical Specification

2.11.1. Rated voltage: AC 220 - 240V

2.11.2. Rated Frequency: 50Hz ~ 60Hz

2.11.3. Power Consumption

2.11.3.1. Operating: Approx. 27W (ISO/IEC 10561 Letter pattern)

2.11.3.2. Sleep Mode: Approx. 1.1W

2.11.3.3. Power Off: 0W

2.11.3.4. Auto Off Mode: Approx. 0.3W

2.12. Printer Driver / Utility

2.12.1. Operating System: Microsoft Windows® XP / Vista / 7 / 8 / 8.1 / 10 / 11

2.12.2. Utility: Microsoft Windows® XP / Vista / 7 / 8 / 8.1 / 10 / 11

3. Warranty

3.1. Upon delivery of the laptops, the supplier must respond to product-related inquiries and/or requests submitted by DOST-ASTI within seven (7) calendar days from product delivery.

3.2. The warranty period must cover at least one (1) year of hardware service for parts and labor with onsite service after remote diagnosis.

3.3. Replacement units should be provided for defective units, fifteen (15) days upon receipt of notice from End-users / DOST-ASTI Property and Supply Section.

3.4. Defective units may be defined as units not working upon testing or units that have failed to work

	<p>after testing within seven (7) calendar days from purchase.</p> <p>4. Payment and Delivery Terms</p> <p>4.1. Must be delivered within sixty (60) calendar days upon issuance of Notice to Proceed to DOST-ASTI Building, CP Garcia Ave., UP Campus, Diliman, Quezon City.</p> <p>4.2. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
8	<p>BINDING AND PUNCHING MACHINE</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Compact Charger for Rechargeable Battery to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract (ABC) includes all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Equipped with two (2) hand lever system for punching and binding</p> <p>2.2. 330mm (min.) punching width and adjustable to any format, diameter, gauge and comb binder control</p> <p>2.3. Individual adjustable punching dies with variable margin depth</p> <p>2.4. Manual Binding Capacity (min.): 425 sheets of paper (80gsm)</p> <p>2.5. Punching Capacity: At least 15 sheets of paper (80gsm)</p> <p>2.6. With operation's manual (English translation)</p> <p>2.7. Brand shall be engraved/embossed/printed/permanent stickered on the item</p> <p>3. WARRANTY</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 within seven (7) calendar days upon receipt of notice from the Property and Supply Section</p> <p>3.3. Warranty period should be at least 6 months.</p> <p>4. DELIVERY AND PAYMENT TERMS</p> <p>4.1 Delivery of the unit shall be made by the supplier thirty (30) calendar days upon issuance of Notice to Proceed.</p> <p>4.2 Full payment will only be given once the items are completely delivered, inspected and accepted by the</p>	1	unit	13750.00	13,750.00

end-user. 4.3 Price must be inclusive of government taxes and other charges.				
TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):				Php 1,153,549.00
RESERVATION CLAUSE				
The Advanced Science and Technology Institute 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.				