



ASTI-FM 03-11  
REV 1/08 JUN 2022

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

<b>IB No:</b>	23-09-4538	<b>Date:</b>	September-19-2023
<b>PR No:</b>	GAA-23-06-17038	<b>Date:</b>	June-22-2023
<b>Source of Funds:</b>			
<b>Total ABC:</b>		Php 2,300,000.00	
<b>Time, Date &amp; Venue of Pre-bid Conference:</b>		September 27, 2023, 9:00 AM at Videoconferencing (MS Teams)	
<b>Time and Date of Submission of Bids:</b>		October 09, 2023, 09:00 AM	
<b>Time, Date &amp; Venue of Opening Bids:</b>		October 09, 2023, 9:30 AM at DOST-ASTI and Videoconferencing (MS Teams)	
<b>Date of availability of Complete Set of Documents:</b>		September 20, 2023	
<b>Deadline of Potential Bidder's Clarifications:</b>		September 29, 2023	
<b>Deadline of ASTI's Supplemental Bid Bulletin:</b>		October 02, 2023	
<b>Delivery Schedule:</b>			

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,

**BAYANI BENJAMIN R. LARA**  
*BAC Chairperson*

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<p><b>EPDC ISO 17025 Renewal Accreditation</b></p> <p>1. BACKGROUND AND OVERVIEW</p> <p>1.1. The DOST-ASTI aims to enhance and continually improve the Electronics Product Development Center (EPDC) as a facility that follows an internationally recognized standard that sets out the general requirements for the competence, impartiality, and consistent operation of testing laboratory activities.</p> <p>1.2. To ensure that the EPDC Laboratory continues to meet the requirements of the standard and maintain its credibility in the industry, the DOST-ASTI deems it necessary to procure an Electrical Testing Program</p>	1	lot	2300000.00	2,300,000.00

that encompasses all types of electrical testing, including electromagnetic compatibility (EMC), electrical performance, and safety for a variety of consumer, laboratory, medical, and industrial equipment, components, and full systems wherein it may be able to assess laboratories periodically to verify their ongoing compliance with the standard, assess the effectiveness of their quality management system, and evaluate their technical competence.

## 2. TECHNICAL REQUIREMENTS

### 2.1. Qualifications:

2.1.1. The Accreditation Provider (AP) shall have Assessment Services and International Standard ISO/IEC 17025:2017 Requirements for the competence testing and calibration laboratories for both Quality Management System (QMS) and technical competence which covers but not limited to the scope for the Electrical (EMC) such as Emissions (Radiated & Conducted – 80 MHz to 6 GHz, 18 V/m, Harmonics, and Flickers), Immunity ESD, Radiated Immunity – 80 MHz to 6 GHz, 18 V/m, EFT/Burst, Surge, Conducted Immunity, Power Frequency Magnetic Field, Voltage Dips and Drops, Generic, Product Family and Industry Standards), Automotive EMC-component level (RF conducted Emissions, RF Radiated Emissions, Radiated Immunity (ASLE) – 80 MHz to 4 GHz, 100V/m and Bulk Current Injection (BCI) – 1MHz to 400 MHz) and Testing activities performed in Support of FCC Certification in accordance with 47 Code of Federal Regulation and FCC KDB 974614, Appendix A, Table A.1 (Unintentional Radiators Part 15B such as IoT equipment, Information Technology Equipment, Multimedia Equipment, Power Supplies, Uninterruptable Power Supplies, 3D Printers, Medical Equipment, Onboard Automotive devices i.e., Camera, Sensor, Ecu, etc.).

2.1.2. The AP should be a member of the International Laboratory Accreditation Cooperation (ILAC) and a signatory of the International Laboratory Accreditation Cooperation Mutual Recognition Arrangement (ILAC MRA).

2.1.3. The AP should be recognized by the Federal Communications Commission (FCC) as an Accreditation Body for laboratory testing in support of FCC Certification in the Philippines.

### 2.2. Other requirements

2.2.1. The AP shall send at least one (1) competent ISO 17025:2017 certified assessor/representative to EPDC.

2.2.2. The AP's representative shall conduct the Annual Assessment onsite/face-to-face. The AP shall bear the transportation, food, and other expenses of their representative/assessor. Nonetheless, the AP should be flexible to conduct the QMS & technical competence assessment via online platform, upon

<p>prior agreement of DOST-ASTI at the agreed time of the Assessment.</p> <p>2.2.3. Renewal Accreditation certificates should be provided not later than twenty (20) working days after the completion of the Annual Assessment and upon the approval of the AP council.</p> <p>2.3. Assessment schedule</p> <p>2.3.1. The Annual Assessment is preferred to run for three (3) whole-day sessions on any day as agreed upon by the AP and DOST-ASTI. The final schedule shall be advised to the AP before the actual conduct of the Annual Assessment.</p> <p>2.3.2. Depending on circumstances, the schedule is subject to change upon the agreement of DOST-ASTI and AP.</p> <p>3. PAYMENT TERMS AND OTHER CONDITIONS</p> <p>3.1. Progress payment amounting to not more than Two Hundred Thousand Pesos (₱200,000.00) shall be made upon the conduct of the Pre-implementation Meeting, as well as submission of minutes of meeting, work plan, and schedule of activities for the actual audit. The remaining balance shall be paid upon completion of the Annual Assessment and conduct of the Closing Meeting where the result of the accreditation will be discussed.</p> <p>3.2. Price is inclusive of taxes and other charges.</p> <p>3.3. Payment shall be based on the Philippine Government Terms.</p> <p>3.4. It is understood that ISO 17025 accreditation is essential to the daily operations of EPDC. Hence, the ISO 17025 accreditation contract will be renewed subject to the AP's performance evaluation pursuant to GPPB Resolution No. 06-2022, dated 12 September 2022.</p>				
<b>TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):</b>				<b>Php 2,300,000.00</b>
<b>RESERVATION CLAUSE</b>				
<p>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.</p>				