



Republic of the Philippines
Department of Science and Technology

ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



ASTI-FM 03-10
REV 3/13 January 2020

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

Kind of Procurement Activity:	Negotiated Procurement: Small-value Procurement		
Deadline of Submission of Bids:	Feb-16-2022, 2:00 PM		
RFQ No.:	22-02-3748	Date:	February-10-2022
PR No.:	GAA-22-01-13149	Date:	January-31-2022

The Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), intends to procure the 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,

BAYANI BENJAMIN R. LARA
BAC Chairman

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<p>Portable Hard disk drive (2TB)</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of ten (10) units of Portable Hard disk drive (2TB)</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 SPECIFICATIONS</p> <p>2.1 Interface: Compatible with USB 3.2 Gen1 or higher, backwards compatible</p> <p>2.2 Capacity: 2 TB</p> <p>2.3 Password Protection</p> <p>2.4 Stockage Portable</p> <p>2.5 Compatibility: Windows® 10 or Windows 8.1 operating systems. Requires reformatting for other operating systems.</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 On-Site; warranty on Parts and Labor with Premier Support</p>	10	unit	5000.00	50,000.00

	<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>				
2	<p>Wireless Noise-Cancelling Headphones with Microphone</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of seven (7) pcs of Wireless Noise-Cancelling Headphones with Microphone</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 SPECIFICATIONS</p> <p>2.1 Battery: 80+ hrs with Bluetooth</p> <p>2.2 Charge Time: 3hrs to full charge</p> <p>2.3 Frequency Response: 20Hz - 20kHz</p> <p>2.4 Driver Sensitivity: 99dB SPL</p> <p>2.5 Microphone and Remote: Yes</p> <p>2.6 Bluetooth Range: 10m</p> <p>2.7 Wireless Connectivity: Bluetooth 5.0 Collapsible</p> <p>2.8 Inclusions: USB-C Charging cable and 3.5mm audio cord"</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 On-Site; warranty on Parts and Labor with Premier Support</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>	7	pc	8580.00	60,060.00
3	<p>External Monitor</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of ten (10) units of External Monitor</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>	10	unit	14999.00	149,990.00

	<p>2. TECHNICAL SPECIFICATIONS 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. 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</p> <p>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.</p>				
4	<p>Webcam</p> <p>1. GENERAL OVERVIEW 1.1 The Advanced Science and Technology Institute is seeking qualified and competent for the delivery of ten (10) units of Webcam 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 SPECIFICATIONS 2.1 "OS/Platform Support: Windows 7, Windows 8, Windows 10, Mac OS 10.9 or later Chrome OS abd Android v5.0 or later 2.2 Connection Type: USB 2.0 2.3 Recording: 1080p30fps, 720p60fps, 720p30fps 2.4 Lens and Sensor Type: Full HD Glass Lens 2.5 Focus Type: 20-step autofocus 2.6 Frame Rate (max): 720p60fps/1080p30fps 2.7 Microphone Type: Built-in Dual Stereo 2.8 Right Light: Automatic low-light correction"</p> <p>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</p>	10	unit	6160.00	61,600.00

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.

TOTAL APPROVED BUDGET FOR THE CONTRACT:

Php 321,650.00

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.