



Republic of the Philippines
Department of Science and Technology

ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE



ASTI-FM.03-10
REV 4/ 9 MAR 2022

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

Kind of Procurement Activity:	Shopping		
Deadline of Submission of Bids:	May-27-2022, 2:00 PM		
RFQ No.:	22-04-3807	Date:	May-20-2022
PR No.:	GAA-22-03-13424	Date:	March-23-2022

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@astl.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	BATTERY, dry Cell 1. TECHNICAL SPECIFICATIONS 1.1. size AAA 1.2. 2 pcs/pack 1.3. Dry Cell 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	60	pack	82.50	4,950.00
2	FILE TAB DIVIDER 1. TECHNICAL SPECIFICATIONS 1.1. 5 colors/set 1.2. Size: A4 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	4	set	47.96	191.84
3	FILE TAB DIVIDER 1. TECHNICAL SPECIFICATIONS 1.1. 5 colors/set 1.2. Size: Legal 2. DELIVERY	3	set	51.48	154.44

	2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP				
4	BATTERY 1. TECHNICAL SPECIFICATIONS 1.1. size AA 1.2. 2 pcs/pack 1.3. Dry Cell 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	68	pack	70.40	4,787.20
5	MARKER 1. TECHNICAL SPECIFICATIONS 1.1. permanent, red 1.2. bullet type 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	50	pc	34.43	1,721.50
6	DISINFECTANT SPRAY 1. TECHNICAL SPECIFICATIONS 1.1. aerosol type 1.2. Net content per can: 400g min 1.3. 3-in-1 action: Kills 99.9% of germs and viruses 1.4. Eliminates tough odor 1.5. Instantly freshens air 1.6. Provides a fresh, citrusy and lively scent that refreshes the mind 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	40	can	599.50	23,980.00
7	AA Rechargeable Battery 1. TECHNICAL SPECIFICATIONS 1.1. size AA 1.2. 2 pcs/pack 1.3. 1.2V 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	10	pack	297.00	2,970.00
8	3-Hole Puncher 1. TECHNICAL SPECIFICATIONS 1.1. Can punch 10 sheets of paper at the same time 1.2. Punch hole: 7mm (108mm interval each hole) 1.3. Adjustable 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	pc	1324.40	1,324.40
9	KN95 MASK 1. TECHNICAL SPECIFICATIONS 1.1. Color: White 1.2. Size: 10.5×14.5 cm (approx.) 1.3. Structure: 4-ply	10	box	253.00	2,530.00

	<p>1.4. FDA Approved</p> <p>1.5. Material: PP Nonwoven + Melt blown filter + hot air Nonwoven</p> <p>1.6. 10pcs per box</p> <p>2. DELIVERY</p> <p>2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>				
10	<p>Nitrile Gloves</p> <p>1. TECHNICAL SPECIFICATIONS</p> <p>1.1. Glove Material: Nitrile</p> <p>1.2. Color: Blue</p> <p>1.3. Glove Type: Chemical Resistant, Medical</p> <p>1.4. FDA Approved</p> <p>1.5. Powdered: Powder-Free</p> <p>1.6. Number of Gloves: 100pcs or 50 pairs per box</p> <p>1.7. Food safe: YES</p> <p>1.8. Size: Medium</p> <p>2. DELIVERY</p> <p>2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>	13	box	797.50	10,367.50
11	<p>2TB Harddisk Drive, Blue</p> <p>1. TECHNICAL SPECIFICATIONS</p> <p>1.1. Capacity: 2TB</p> <p>1.2. Interface: USB 3.0</p> <p>1.3. Backup: Auto and Cloud backup</p> <p>1.4. Quick file transfer with USB 3.0 connectivity</p> <p>1.5. USB powered - no power supply necessary</p> <p>1.6. Create easy customized backup plans with included Dashboard software</p> <p>1.7. System Requirements: Windows 10, Windows 8, Windows 7, Windows Vista, Windows XP or Mac OS X 10.6</p> <p>2. Inclusions:</p> <p>2.1. 18-inch (45.72cm) USB 3.0 cable</p> <p>2.2. Quick start guide</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>	2	pc	6134.33	12,268.66
12	<p>Tissue</p> <p>1. TECHNICAL SPECIFICATIONS</p> <p>1.1. Interfolded paper Towel</p> <p>1.2. 75 pulls (min)</p> <p>1.3. 1-ply</p> <p>1.4. maximum absorbency & enhanced softness</p> <p>1.5. soft & strong</p> <p>1.6. hygienic and chlorine free</p> <p>2. DELIVERY</p> <p>2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>	70	pack	87.45	6,121.50
13	<p>Fluorescent Lamp</p> <p>1. TECHNICAL SPECIFICATIONS</p> <p>1.1. General information</p> <p>1.1.2. Cap-Base: G5 [G5]</p>	50	pc	291.50	14,575.00

	<p>1.1.3. Life to 50% Failures Preheat (Nom): 20000 h 1.1.4. LSF Preheat 2000 h Rated: 98 % 1.1.5. LSF Preheat 4000 h Rated: 97 % 1.1.6. LSF Preheat 6000 h Rated: 95 % 1.1.7. LSF Preheat 8000 h Rated: 93 % 1.1.8. LSF Preheat 16000 h Rated: 70 % 1.1.9. LSF Preheat 20000 h Rated: 50 % 1.2. Light technical 1.2.1. Color Code: 865 [CCT of 6500K] 1.2.2. Luminous Flux (Nom): 2700 lm 1.2.3. Luminous Flux (Rated) (Nom): 2600 lm 1.2.4. Color Designation: Cool Daylight 1.2.5. Luminous Efficacy (@ Max Lumen, Rated) (Nom): 97 lm/W 1.2.6. Correlated Color Temperature (Nom): 6500 K 1.2.7. Luminous Efficacy (rated) (Nom): 94 lm/W 1.2.8. Color Rendering Index (Max): 85 1.2.9. Color Rendering Index (Min): 80 1.2.10. Color Rendering Index (Nom): 82 1.2.11. LLMF 2000 h Rated: 94 % 1.2.12. LLMF 4000 h Rated: 92 % 1.2.13. LLMF 6000 h Rated: 91 % 1.2.14. LLMF 8000 h Rated: 90 % 1.2.15. LLMF 12000 h Rated: 88 % 1.2.16. LLMF 16000 h Rated: 87 % 1.2.17. LLMF 20000 h Rated: 86 % 1.3. Operating and electrical 1.3.1. Power (Rated) (Nom): 27.8 W 1.3.2. Lamp Current (Nom): 0.170 A 1.4. Temperature 1.4.1. Design Temperature (Nom): 30 °C 1.5. Controls and dimming 1.5.1. Dimmable: No 1.6. Mechanical and housing 1.6.1. Bulb Shape: T5 [16 mm (T5)] 1.7. Approval and application 1.7.1 Mercury (Hg) Content (Nom): 2.0 mg 1.7.2. Energy Consumption kWh/1000 h: 31 kWh</p> <p>2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>				
14	<p>LED Light Bulb 1. TECHNICAL SPECIFICATIONS 1.1. Characteristics 1.1.1. Dimmable: No 1.1.2. Intended use: Indoor 1.1.3. Lamp shape: Non directional bulb 1.1.4. Socket: E27 1.1.5. Technology: LED 1.1.6. Type of glass: Frosted 1.2. Light characteristics 1.2.1. Beam angle: 200 degree(s) 1.2.2. Color consistency: 6SDCM 1.2.3. Color rendering index (CRI): 90 1.2.4. Color temperature: 6500 K 1.2.5. Light Color Category: Cool Daylight 1.2.6. Nominal luminous flux: 1020 lumen 1.2.7. Starting time: <0.5 s 1.2.8. Warm-up time to 60% light: Instant full light</p>	50	pc	203.50	10,175.00

	<p>1.2.9. Color Code: 965 CCT of 6500K</p> <p>1.3. Power consumption</p> <p>1.3.1. Power factor: 0.5</p> <p>1.3.2. Voltage: 220-240 V</p> <p>1.3.3. Wattage: 10 W</p> <p>1.3.4. Wattage equivalent: 83 W</p> <p>1.4. Rated values</p> <p>1.4.1. Rated beam angle: 200 degree(s)</p> <p>1.4.2. Rated lifetime: 15,000 hour(s)</p> <p>1.4.3. Rated luminous flux: 1020 lumen</p> <p>1.4.4. Rated power: 10 W</p> <p>1.5. Bulb dimensions</p> <p>1.5.1. Height: 11 cm (approx.)</p> <p>1.5.2. Weight: 0.04 kg (approx.)</p> <p>1.5.3. Width: 6 cm (approx.)</p> <p>1.6. Durability</p> <p>1.6.1. Average life (at 2.7 hrs/day): 15 year(s)</p> <p>1.6.2. Lumen maintenance factor: 70%</p> <p>1.6.3. Nominal lifetime: 15,000 hour(s)</p> <p>1.6.4. Number of switch cycles: 50,000</p> <p>1.7. Miscellaneous</p> <p>1.7.1. EyeComfort: Yes</p> <p>1.8. Other characteristics</p> <p>1.8.1. Lamp current: 85 mA</p> <p>1.8.2. Efficacy: 102 lm/W</p> <p>1.9. Product dimensions & weight</p> <p>1.9.1. Length: 11 cm (approx.)</p> <p>1.10. Technical specifications</p> <p>1.10.1. Frequency: 50-60 Hz</p> <p>1.11. Packaging dimensions and weight</p> <p>1.11.1. Net weight: 0.070 kg (approx.)</p> <p>1.11.2. Gross weight: 0.095 kg (approx.)</p> <p>1.11.3. Height: 10.800 cm (approx.)</p> <p>1.11.4. Length: 6.200 cm (approx.)</p> <p>1.11.5. Width: 10.000 cm (approx.)</p> <p>2. DELIVERY</p> <p>2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>				
15.	<p>LED Light Bulb</p> <p>1. TECHNICAL SPECIFICATIONS</p> <p>1.1. Characteristics</p> <p>1.1.1. Dimmable: No</p> <p>1.1.2. Intended use: Indoor</p> <p>1.1.3. Lamp shape: Non directional bulb</p> <p>1.1.4. Socket: E27</p> <p>1.1.5. Technology: LED</p> <p>1.1.6. Type of glass: Frosted</p> <p>1.2. Light characteristics</p> <p>1.2.1. Beam angle: 200 degree(s)</p> <p>1.2.2. Color consistency: 6SDCM</p> <p>1.2.3. Color rendering index (CRI): 90</p> <p>1.2.4. Color temperature: 6500 K</p> <p>1.2.5. Light Color Category: Cool Daylight</p> <p>1.2.6. Nominal luminous flux: 1020 lumen</p> <p>1.2.7. Starting time: <0.5 s</p> <p>1.2.8. Warm-up time to 60% light: Instant full light</p> <p>1.2.9. Color Code: 965 CCT of 6500K</p> <p>1.3. Power consumption</p> <p>1.3.1. Power factor: 0.5</p>	3	pc	269.50	808.50

	<p>1.3.2. Voltage: 220-240 V 1.3.3. Wattage: 10 W 1.3.4. Wattage equivalent: 83 W 1.4. Rated values 1.4.1. Rated beam angle: 200 degree(s) 1.4.2. Rated lifetime: 15,000 hour(s) 1.4.3. Rated luminous flux: 1020 lumen 1.4.4. Rated power: 10 W 1.5. Bulb dimensions 1.5.1. Height: 11 cm (approx.) 1.5.2. Weight: 0.04 kg (approx.) 1.5.3. Width: 6 cm (approx.) 1.6. Durability 1.6.1. Average life (at 2.7 hrs/day):15 year(s) 1.6.2. Lumen maintenance factor: 70% 1.6.3. Nominal lifetime: 15,000 hour(s) 1.6.4. Number of switch cycles: 50,000 1.7. Miscellaneous 1.7.1. EyeComfort: Yes 1.8. Other characteristics 1.8.1. Lamp current: 85 mA 1.8.2. Efficacy: 102 lm/W 1.9. Product dimensions & weight 1.9.1. Length: 11 cm (approx.) 1.10. Technical specifications 1.10.1. Frequency: 50-60 Hz 1.11. Packaging dimensions and weight 1.11.1. Net weight: 0.070 kg (approx.) 1.11.2. Gross weight: 0.095 kg (approx.) 1.11.3. Height: 10.800 cm (approx.) 1.11.4. Length: 6.200 cm (approx.) 1.11.5. Width: 10.000 cm (approx.)</p> <p>2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>				
16	<p>Electrical Tape 1.TECHNICAL SPECIFICATIONS 1.1. Made of PVC 1.2. Color: Black 1.3. 18mm x 16mm</p> <p>2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>	10	roll	51.33	513.30
17	<p>Disposable Latex gloves 1.TECHNICAL SPECIFICATIONS 1.1. Powder-Free 1.2. Latex-Free 1.3. Low Dermatitis Potential 1.4. Number of Gloves: 100pcs or 50 pairs per box 1.5. Food Safe: Yes 1.6. FDA Approved 1.7. Size: Large</p> <p>2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP</p>	1	box	682.00	682.00

18	Disposable Latex gloves 1. TECHNICAL SPECIFICATIONS 1.1. Powder-Free 1.2. Latex-Free 1.3. Low Dermatitis Potential 1.4. Number of Gloves: 100pcs or 50 pairs per box 1.5. Food Safe: Yes 1.6. FDA Approved 1.7. Size: Medium 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	box	674.67	674.67
19	Toner Cartridge 1. TECHNICAL SPECIFICATIONS 1.1. 215A Black 1.2. Compatible Printers: HP Color Laserject Pro MFPM182NW 1.3. Print technology: Laser 1.4. Package dimensions (W x D x H): 14.29 x 3.78 x 4.37 in (approx.) 1.5. Original HP toner cartridges: genuine toner for your HP printer 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	cart	5390.00	5,390.00
20	Toner Cartridge 1. TECHNICAL SPECIFICATIONS 1.1. 215A Cyan 1.2. Compatible Printers: HP Color Laserject Pro MFPM182NW 1.3. Print technology: Laser 1.4. Package dimensions (W x D x H): 14.29 x 3.78 x 4.37 in (approx.) 1.5. Original HP toner cartridges: genuine toner for your HP printer 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	cart	5445.00	5,445.00
21	Toner Cartridge 1. TECHNICAL SPECIFICATIONS 1.1. 215A Magenta 1.2. Compatible Printers: HP Color Laserject Pro MFPM182NW 1.3. Print technology: Laser 1.4. Package dimensions (W x D x H): 14.29 x 3.78 x 4.37 in (approx.) 1.5. Original HP toner cartridges: genuine toner for your HP printer 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	cart	5445.00	5,445.00
22	Toner Cartridge 1. TECHNICAL SPECIFICATIONS	1	cart	5445.00	5,445.00

	1.1. 215A Yellow 1.2. Compatible Printers: HP Color Laserjet Pro MFPM182NW 1.3. Print technology: Laser 1.4. Package dimensions (W x D. x H): 14.29 x 3.78 x 4.37 in (approx.) 1.5. Original HP toner cartridges: genuine toner for your HP printer 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP				
23	Whiteboard with aluminum frame 1. TECHNICAL SPECIFICATIONS 1.1. High Quality Aluminum Frame 1.2. with Eraser Tray 1.3. with Safety Protective Corners 1.4. with Hook Holder 1.5. Size: 3x5ft. 2. DELIVERY 2.1. Delivery shall be made by the Supplier within 7 calendar days upon issuance of NTP	1	pc.	4125.00	4,125.00

TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):

Php 124,645.51

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.