



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

Kind of Procurement Activity:	Negotiated Procurement:Small-value Procurement		
Deadline of Submission of Bids:	Sep-04-2023, 2:00 PM		
RFQ No.:	23-08-4496	Date:	August-29-2023
PR No.:	QCS-23-08-17381	Date:	August-16-2023

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>Laptop Sleeve</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Twelve (12) Pieces of Laptop Sleeve, to provide additional protection for laptops used by staff.</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and service charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Size: Fit up to 15.6" laptop</p> <p>2.2. Constructed of dense memory foam for protection</p> <p>2.3. Asymmetrical zipper opening</p> <p>2.4. Material: Polyester</p> <p>2.5. Color: Black (Preferred but not required)</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. The supplier warrants that the items are free from defects, as well as shipping/delivery issues.</p> <p>3.2. Defective/Incorrect items shall be replaced.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1. Price must be inclusive of government taxes and other charges.</p>	12	pc	352.00	4,224.00

	<p>4.2. Delivery of goods shall be made within thirty (30) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>4.3. Government terms, payment upon complete delivery.</p> <p>Charged to GIA-QCS</p>				
2	<p>Customized Jacket with logo and text printing</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Sixty (60) Pieces Customized Jacket with Logo and Text Printing, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholders, etc.</p> <p>1.2. The ABC is inclusive of all government taxes and other charges.</p> <p>1.3. Use of the DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued Purchase Order (PO) and/or contract.</p> <p>1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.</p> <p>1.5 The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.</p> <p>2. SPECIFICATION</p> <p>2.1. Description: Softshell Jacket</p> <p>2.2. Color: Gray</p> <p>2.3. Fabric: Polyester and Spandex combination</p> <p>2.4. Zippered hand pockets with storm flap</p> <p>2.5. Logos, Design and Layout</p> <p>2.5.1. Requirements</p> <p>2.5.1.1. Embroidered frontal and dorsal logo: Project name and logo, PCIEERD, DOST, and DOST-ASTI logo and name</p> <p>2.5.2. Other Conditions</p> <p>2.5.2.1. The layout attached to the Request for Quotation (RFQ) is subject to change. Only minimum changes are allowed.</p> <p>2.5.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>2.5.2.3. Supplier must submit one (1) customized sample jacket similar to the design provided by the end-user, with similar approved swatches or cloth, which shows sample craftsmanship and embroidery within ten (10) calendar days upon receipt of final</p>	60	pc	1108.00	66,480.00

	<p>design from end-user.</p> <p>2.5.2.4. Maximum Number of Revisions: Three (3)</p> <p>2.6. Sizes</p> <p>2.6.1. XS, S, M, L, XL, XXL, XXXL</p> <p>2.6.2. Breakdown of sizes will be provided by the end-user within five (5) calendar days upon issuance of NTP.</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1 Supplier warrants the items against defects in manufacturing, as well as shipping and delivery issues.</p> <p>3.2 Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1 Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample.</p> <p>4.2 Price must be inclusive of government taxes and other charges.</p> <p>4.3 Payment upon complete delivery.</p> <p>Charged to GIA-QCS</p>				
3	<p>Customized Ecobag with logo and text printing</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Sixty (60) Pieces Customized Ecobag, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholders, etc.</p> <p>1.2. The ABC is inclusive of all government taxes and other charges.</p> <p>1.3. Use of DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued PO and/or contract.</p> <p>1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.</p> <p>1.5 The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.</p> <p>2. SPECIFICATION</p> <p>2.1. Description: Flat Ecobag with gusset base and zipper</p> <p>2.2. Color: White and Orange</p> <p>2.3. Dimensions: +/- 14x16 inches</p> <p>2.4. Material: Canvass</p>	60	pc	400.00	24,000.00

	<p>2.5. Logos, Design and Layout</p> <p>2.5.1. Requirements</p> <p>2.5.1.1. With zipper</p> <p>2.5.1.2. One (1) pocket pouch inside</p> <p>2.5.1.3. Printed logo: DOST-PCIEERD and DOST-ASTI logo, as well as project logo with text</p> <p>2.5.2. Other Conditions</p> <p>2.5.2.1. The layout attached to the RFQ is subject to change. Only minimum changes are allowed.</p> <p>2.5.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.</p> <p>2.5.2.3. Supplier must submit one (1) customized sample ecobag similar to the design provided by the end-user, with similar approved swatches or cloth, which shows sample craftsmanship with sample print within ten (10) calendar days upon receipt of final design from end-user.</p> <p>2.5.2.4. Maximum Number of Revisions: Three (3)</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1 Supplier warrants the items against defects in manufacturing, as well as shipping and delivery issues.</p> <p>3.2 Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1 Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample.</p> <p>4.2 Price must be inclusive of government taxes and other charges.</p> <p>4.3 Payment upon complete delivery.</p> <p>Charged to GIA-QCS</p>				
4	<p>Customized Tumbler with logo and text printing</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Fifty (50) Pieces Customized Tumbler, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholders, etc.</p> <p>1.2. The ABC is inclusive of all government taxes and other charges.</p> <p>1.3. Use of DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued PO and/or contract.</p> <p>1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.</p> <p>1.5 The external provider/contractor/supplier, including</p>	50	pc	500.00	25,000.00

	<p>any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.</p> <p>2. SPECIFICATIONS</p> <p>2.1. Description: Customized stainless-steel insulated tumbler with handle</p> <p>2.2. Capacity: Approximately 700-750 ml</p> <p>2.3. Color: Black</p> <p>2.4. Material: Stainless steel</p> <p>2.5. Logos, Design and Layout</p> <p>2.5.1. Requirements</p> <p>2.5.1.1. Special Features:</p> <p>2.5.1.1.1. Double wall insulated</p> <p>2.5.1.1.2. Portable Handle</p> <p>2.5.1.1.3. Straw</p> <p>2.5.1.1.4. At least one (1) logo with text, i.e., project, department, and agency name</p> <p>2.5.2. Other Conditions</p> <p>2.5.2.1. The layout attached to the RFQ is subject to change. Only minimum changes are allowed.</p> <p>2.5.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.</p> <p>2.5.2.3. Supplier must submit one (1) customized sample tumbler similar to the design provided by the end-user, with similar approved materials within ten (10) calendar days upon receipt of final design from end-user.</p> <p>2.5.2.4. Maximum Number of Revisions: Three (3)</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1 Supplier warrants the items against defects in manufacturing, as well as shipping and delivery issues.</p> <p>3.2 Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1 Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample.</p> <p>4.2 Price must be inclusive of government taxes and other charges.</p> <p>4.3 Payment upon complete delivery.</p> <p>Charged to GIA-QCS</p>				
5	<p>Customized Polo Shirt with logo and text printing</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of Sixty (60) Pieces Customized Polo Shirt, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholders, etc.</p> <p>1.2. The ABC is inclusive of all government taxes and other charges.</p>	60	pc	650.00	39,000.00

1.3. Use of DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued PO and/or contract.

1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.

1.5 The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.

2. SPECIFICATIONS

2.1. Description: Polo shirt

2.2. Color: White and orange

2.3. Fabric: Cotton

2.4. Logos, Design and Layout

2.4.1. Requirements

2.4.1.1. Embroidered frontal and dorsal logo: Project name and logo, PCIEERD, DOST, and DOST-ASTI logo and name

2.4.2. Other Conditions

2.4.2.1 The layout attached to the RFQ is subject to change. Only minimum changes are allowed.

2.4.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.

2.4.2.3 Supplier must submit one (1) customized sample polo shirt similar to the design provided by the end-user, with similar approved swatches or cloth, which shows sample craftsmanship and embroidery within ten (10) calendar days upon receipt of final design from end-user.

2.4.2.4. Maximum Number of Revisions: Three (3)

2.5. Sizes

2.5.1. XS, S, M, L, XL, XXL, XXXL

2.5.2. Breakdown of sizes will be provided by the end-user within five (5) calendar days upon issuance of NTP.

3. WARRANTY AND AFTER SALES SUPPORT

3.1 Supplier warrants the items against defects in manufacturing, as well as shipping and delivery issues.

3.2 Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.

4. PAYMENT AND DELIVERY TERMS

4.1 Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample.

4.2 Price must be inclusive of government taxes and

	<p>other charges.</p> <p>4.3 Payment upon complete delivery.</p> <p>Charged to GIA-QCS</p>				
6	<p>Polo Shirt with Embroidered Logo</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking a qualified and competent bidder for the Supply and Delivery of One Hundred (100) Pcs of Polo Shirt with Embroidered Logo, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholder, etc.</p> <p>1.2. The ABC is inclusive of all government taxes and other charges.</p> <p>1.3. Use of the DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued PO and/or contract.</p> <p>1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.</p> <p>1.5. The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.</p> <p>2. SPECIFICATIONS</p> <p>2.1. Description: Polo Shirt</p> <p>2.2. Quantity: One hundred (100) pieces</p> <p>2.3. Color: Green and black</p> <p>2.4. Fabric: Cotton</p> <p>2.5. Logos, Design and Layout</p> <p>2.5.1. Requirements</p> <p>2.5.1.1. Embroidered Frontal and Dorsal Logo: Project short name and logo</p> <p>2.5.1.2. Embroidered Bodice Side Text: Department, agency, and project full text</p> <p>2.5.1.3. Embroidered Sleeve Logo: DOST and DOST-ASTI logo</p> <p>2.5.2. Other Conditions</p> <p>2.5.2.1 The layout attached to the RFQ is subject to change. Only minimum changes are allowed.</p> <p>2.5.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.</p> <p>2.5.2.3 Supplier must submit one (1) customized sample polo shirt similar to the design provided by the end-user, with similar approved swatches or cloth, which shows sample craftsmanship and embroidery within ten (10) calendar days upon receipt of final design from end-user.</p>	100	pc	613.64	61,364.00

	<p>2.5.2.4. Maximum Number of Revisions: Three (3)</p> <p>2.6. Sizes 2.6.1. XS, S, M, L, XL, XXL, XXXL 2.6.2. Breakdown of sizes will be provided by the end-user within five (5) calendar days upon issuance of NTP.</p> <p>3. WARRANTY AND AFTER SALES SUPPORT 3.1. Supplier warrants the item against defects in manufacturing, as well as shipping and delivery issues. 3.2. Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample. 4.2. Price must be inclusive of government taxes and other charges. 4.3. Payment upon complete delivery.</p> <p>Charged to GAA-GUL.AI</p>				
7	<p>Waist Bag with Logo</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of One Hundred (100) Pcs of Waist Bag with Logo, to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholder, etc. 1.2. The ABC is inclusive of all government taxes and other charges. 1.3. Use of the DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued PO and/or contract. 1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof. 1.5. The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.</p> <p>2. SPECIFICATIONS 2.1. Description: Waist bag 2.2. Quantity: One hundred (100) pieces 2.3. Color: Green and black 2.4. Fabric: 2.4.1. High quality nylon polyester (external) 2.4.2. Black microfiber inner lining</p>	100	pc	553.14	55,314.00

	<p>2.5. Logos, Design and Layout</p> <p>2.5.1. Requirements</p> <p>2.5.1.1. Dimensions (Approximate): 11 x 5.11 x 3.15 inches</p> <p>2.5.1.2. Waist Bag Belt: Expandable and adjustable to fit waist sizes 23 to 45.3 Inch.</p> <p>2.5.1.3. Pockets and zipper:</p> <p>2.5.1.3.1. One (1) main pocket with zipper</p> <p>2.5.1.3.2. One (1) back pocket with zipper</p> <p>2.5.1.3.3. One (1) pocket pouch inside</p> <p>2.5.1.4. Embroidered logo: Logo: DOST and DOST-ASTI logo, and project logo with text below</p> <p>2.5.2. Other Conditions</p> <p>2.5.2.1. The layout attached to the RFQ is subject to change. Only minimum changes are allowed.</p> <p>2.5.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of NTP.</p> <p>2.5.2.3. Supplier must submit one (1) customized sample waist bag similar to the design provided by the end-user, with similar approved swatches or cloth, which shows sample craftsmanship with sample embroidery within ten (10) calendar days upon receipt of final design from end-user.</p> <p>2.5.2.4 Maximum Number of Revisions: Three (3)</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the item against defects in manufacturing, as well as shipping and delivery issues.</p> <p>3.2. Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1. Delivery of items shall be made by the supplier within thirty (30) calendar days upon approval of final sample.</p> <p>4.2. Price must be inclusive of government taxes and other charges.</p> <p>4.3. Payment upon complete delivery</p> <p>Charged to GAA-GUL.AI</p>				
8	<p>Bag tag with Project logo and text print</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidder for the Supply and Delivery of One hundred (100) pcs of bag tag with project logo and text print to be used as promotional material during information, education and communication campaigns, signing/turnover activities with partners/stakeholder, etc.</p> <p>1.2. The Approved Budget for the Contract is inclusive of all government taxes and other charges.</p> <p>1.3. Use of the DOST-ASTI name and logo branding/identity materials, including any and all variants, provided to the external provider/contractor/supplier shall solely be for the intended and authorized purpose under the issued Purchase Order (PO) and/or contract.</p>	100	pc	253.00	25,300.00

1.4. The external provider/contractor/supplier, including any of its subcontractors, shall remove from their system any and all copies of the DOST-ASTI name and logo branding/identity materials after either the completion or cancellation of the PO and/or contract, and shall issue a signed certification thereof.

1.5. The external provider/contractor/supplier, including any of its subcontractors, will be held legally liable for any unauthorized use of the DOST-ASTI name and logo branding/identity materials, including any and all variants.

2. SPECIFICATIONS

2.1. Description: Bag tag

2.2. Material: Synthetic Leatherette

2.3. Quantity: One Hundred (100) Pieces

2.4. Color: Emerald Green and Black

2.5. Size: (Approx.) 2.75 X 4 inches

2.6. Logos, Design and Layout

2.6.1. Requirements

2.6.1.1. Special Feature:

2.6.1.1.1. With essential information card (Name, email address, mobile number) inserted inside

2.6.1.1.2. Adjustable strap with buckle

2.6.1.2. Print: UV printing

2.6.1.3 At least one (1) logo with project, department, and agency name

2.6.1.4. Finishing: individual plastic packaging

2.6.2. Other Conditions

2.6.2.1. The layout attached to the Request for Quotation is subject to change. Only minimum changes are allowed.

2.6.2.2. Final design and layout shall be provided by the end-user five (5) calendar days upon issuance of Notice to Proceed (NTP).

2.6.2.3. Supplier must submit one (1) customized sample bag tag similar to the design provided by the end-user, with similar approved materials within ten (10) calendar days upon receipt of final design from end-user.

2.6.2.4. Maximum Number of Revisions: Three (3)

3. WARRANTY AND AFTER SALES SUPPORT

3.1. Supplier warrants the item against defects in manufacturing, as well as shipping and delivery issues.

3.2. Defective and incorrect items shall be immediately replaced by the supplier at no additional cost to DOST-ASTI.

4. PAYMENT AND DELIVERY TERMS

4.1. Delivery of items shall be made by the supplier within thirty (30) calendar days upon issuance of Notice to Proceed.

4.2. Price must be inclusive of government taxes and other charges.

4.3. Payment upon complete delivery.

Charged to GAA-GUL.AI

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.

