



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

Kind of Procurement Activity:	Shopping		
Deadline of Submission of Bids:	Jul-21-2025, 2:00 PM		
RFQ No.:	25-06-5271	Date:	July-17-2025
PR No.:	GAA-25-05-21125	Date:	May-02-2025

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.

JEFFREY A. ABOROT
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	Rechargeable battery (AA) 1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of FIFTEEN (15) SETS RECHARGEABLE BATTERY (AA) to be used by EPDC – RED, MAN and Testing laboratory. 1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges. 1.3. Classification: Semi-Expendable (Battery) 2. TECHNICAL SPECIFICATIONS 2.1. Classification: Rechargeable 2.2. Chemical System: Nickel-Metal Hydride (NiMH) 2.3. Nominal Voltage: 1.2V 2.4. Rated Capacity: 2000 mAh 2.5. Terminals: Flat contact 2.6. Jacket: Plastic 3. PACKAGE INCLUSION 3.1. One (1) set of rechargeable batteries (AA) must include the following: 3.1.1. Two (2) pieces AA rechargeable batteries. 4. WARRANTY 4.1. Must carry at least three (3) months warranty,	15	set	850.00	12,750.00

	<p>which shall commence from the date of acceptance of the end-user.</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City.</p> <p>5.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
2	<p>Rechargeable battery (AAA)</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of FIFTEEN (15) SETS RECHARGEABLE BATTERY (AAA) to be used by EPDC – RED, MAN and Testing laboratory.</p> <p>1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges.</p> <p>1.3. Classification: Semi-Expendable (Battery)</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Classification: Rechargeable</p> <p>2.2. Chemical System: Nickel-Metal Hydride (NiMH)</p> <p>2.3. Nominal Voltage: 1.2V</p> <p>2.4. Rated Capacity: 700mAh at 21 °C(70°F)</p> <p>2.5. Jacket: Plastic label</p> <p>3. PACKAGE INCLUSION</p> <p>3.1. One (1) set of rechargeable batteries (AAA) must include the following:</p> <p>3.1.1. Two (2) pieces AAA rechargeable batteries</p> <p>4. WARRANTY</p> <p>4.1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City.</p> <p>5.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>	15	set	808.50	12,127.50
3	<p>Industrial Glue Gun</p> <p>1. GENERAL OVERVIEW:</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of THREE (3) PIECES INDUSTRIAL GLUE GUN to be used by EPDC - Research, Engineering, and Development.</p> <p>1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges.</p> <p>1.3. Classification: Semi-Expendable (Laboratory Tool)</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Type: Hot melt</p> <p>2.2. Glue Stick Size: 12mm</p> <p>2.3. Plug Type: Type C - Euro plug</p>	3	pc	5575.00	16,725.00

	<p>2.4. Flow Rate: 750g/h 2.5. Power Rating: 20W 2.6. Supply Voltage: 110-240VAC 2.7. Illuminated ON/OFF switch</p> <p>3. WARRANTY 3 .1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City. 4.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
4	<p>Black on White Tape Cassette 12mm</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of TWO (2) PIECES OF BLACK ON WHITE TAPE CASSETTE 12MM to be used by EPDC - Research, Engineering, and Development. 1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges. 1.3. Classification: Laboratory Supplies (Consumables)</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. 12mm black on white tape 2.2. Compatible with P-touch labelers that use 1/2"(12mm) TZ tape 2.3. Laminated, adhesive back 2.4. Yield of 26.2ft</p> <p>3. WARRANTY 3.1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City. 4.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>	2	pc	960.00	1,920.00
5	<p>Glue Sticks</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of ONE (1) LOT OF GLUE STICKS to be used by EPDC - Research, Engineering, and Development. 1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges. 1.3. Classification: Laboratory Supplies (Consumables)</p> <p>2. TECHNICAL SPECIFICATIONS</p>	1	lot	1600.00	1,600.00

	<p>2.1. Length 250mm 2.2. Color: Amber 2.3. Diameter: 12mm 2.4. Cure Time: < 5 2.5. Applications: Potting and Encapsulation, Knot Filling and Wood Repair 2.6. Certifications: ANSI/ESD S20.20:2021 Electrostatic Control Standard</p> <p>3. PACKAGE INCLUSION 3.1. One (1) lot of glue sticks must include the following: 3.1.1. Ten (10) packs of glue sticks</p> <p>4. WARRANTY 4.1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>5. PAYMENT AND DELIVERY TERM 5.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City. 5.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
6	<p>Extension Cord 10M 1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of TWO (2) PIECES OF EXTENSION CORD 10M to be used by EPDC - Research, Engineering, and Development. 1.2. The ABC is inclusive of all applicable government fees, taxes, and other charges. 1.3. Classification: Laboratory Supplies (Consumables)</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. Maximum Power Capacity: 2500W 2.2. With voltage surge protector and circuit breaker 2.3. No. of Outlets: Ten (10) 2.4. Outlet Type: Parallel outlets w/ grounding 2.5. Cable Length: Ten (10) meters</p> <p>3. WARRANTY 3.1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. Delivery must be done within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City. 4.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>	2	pc	2740.00	5,480.00
7	<p>Glue gun 1. GENERAL OVERVIEW 1.1 . DOST-ASTI is seeking qualified and competent bidders for</p>	1	pc	910.00	910.00

	<p>the SUPPLY AND DELIVERY OF ONE (1) PIECE GLUE GUN, for Testing Laboratory of EPDC.</p> <p>1.2 . The ABC is inclusive of all applicable government taxes and other charges.</p> <p>1.3. Classification: Semi-Expendable (Laboratory Tool)</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Supply and delivery of one (1) pc glue gun with the following specifications:</p> <p>2.1.1. Features: On/Off switch, compact design</p> <p>2.1.2. Compatible Glue Stick Size: Small (typically 7mm)</p> <p>2.2. WARRANTY</p> <p>2.2 .1. Units must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>3. PAYMENT AND DELIVERY TERMS</p> <p>3.1. Must be delivered within sixty (60) calendar days upon issuance of NTP to EPDC Bldg., MIRDC Compd., Bicutan, Taguig City.</p> <p>3.2. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
8	<p>Cordless Glue Gun</p> <p>1. GENERAL OVERVIEW</p> <p>1.1 DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF ONE (1) Unit CORDLESS GLUE GUN, for Testing Laboratory of EPDC.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and other charges.</p> <p>1.3. Classification: Semi-Expendable (Laboratory tool)</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Supply and delivery of one (1) unit Cordless Glue Gun with the following specifications:</p> <p>2.1.1. Type: Trigger action glue gun</p> <p>2.1.2. Glue size: 12mm (1/2") glue stick</p> <p>2.1.3. Melt rate: 1kg (2.2lb) / hr</p> <p>2.1.4. Voltage: 18V</p> <p>2.1.5. Wattage: 20W (150W)</p> <p>2.1.6. Heater: PTC (Positive Temperature Co-efficient)</p> <p>2.1.7. Temperate control: Self-regulating heater</p> <p>2.1.8. Temperature (Hotmelt): 195° (380°F)</p> <p>2.1.9. Temperature (Eco): 170° (335°F)</p> <p>2.1.10. Weight: 360g (12.5oz)</p> <p>3. WARRANTY</p> <p>3.1. Must carry at least three (3) months warranty, which shall commence from the date of acceptance of the end-user.</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1. Delivery must be done within sixty (60) calendar</p>	1	unit	14030.00	14,030.00

<p>days upon issuance of NTP to EPDC Bldg., MIRDC Compound, Bicutan, Taguig City.</p> <p>4.2. Government terms. Full payment will only be processed once completely delivered, inspected, and accepted by the end-user.</p>				
TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):				Php 65,542.50
GUIDELINES				
<p>A. Content and Format of Quotations</p> <ol style="list-style-type: none"> The Quotation/s must include the RFQ Number or the PR Number indicated above Bidders must specify the BRAND NAMES and MODEL NAMES/NUMBER for the following goods: <ol style="list-style-type: none"> Computer and electronic equipment and its accessories or peripherals Software applications, programs, and digital licenses Commercial off-the-shelf electronic devices or components 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. BIR Certificate of Registration for new DOST-ASTI suppliers. <p>B. Eligibility Requirements</p> <p>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):</p> <p><u>For Procurement of Goods</u></p> <ol style="list-style-type: none"> Upon submission of quotation <ol style="list-style-type: none"> Valid PhilGEPS Registration Number / Organization ID Valid Mayor's/Business Permit Upon issuance of Notice of Award (NOA) <ol style="list-style-type: none"> Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00) Income/Business Tax Return (For ABCs above P500,000.00) <p><u>For Procurement of Infrastructure</u></p> <ol style="list-style-type: none"> Upon submission of quotation <ol style="list-style-type: none"> Valid PhilGEPS Registration Number / Organization ID Valid Mayor's/Business Permit Valid PCAB License Upon issuance of NOA <ol style="list-style-type: none"> Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00) Income/Business Tax Return (For ABCs above P500,000.00) <p><i>*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.</i></p> <p><i>**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.</i></p> <p><i>***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.</i></p>				

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.*