



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

<b>Kind of Procurement Activity:</b>	Shopping		
<b>Deadline of Submission of Bids:</b>	Sep-18-2023, 2:00 PM		
<b>RFQ No.:</b>	23-09-4525	<b>Date:</b>	September-13-2023
<b>PR No.:</b>	GAA-23-08-17495	<b>Date:</b>	August-31-2023

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><b>Customized Stamps</b></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) Lot Customized Stamps, to be used in the day-to-day operations of the Institute.</p> <p>1.2. The Approved Budget for the Contract (ABC) includes all government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. FILE COPY (Property)</p> <p>2.1.1. Quantity: One (1) piece</p> <p>2.1.2. Pad Size: 26 x 10 mm (Approx.)</p> <p>2.1.3. Machine Color: Blue</p> <p>2.1.4. Boarder Style: Solid</p> <p>2.1.5. Border Size: 1pt</p> <p>2.1.6. Text Input: FILE COPY</p> <p>2.1.7. Font Face: Arial</p> <p>2.1.8. Font Size: 16</p> <p>2.1.9. Alignment: Center</p> <p>2.1.10. Font Style: Bold</p> <p>2.2. END-USER COPY</p> <p>2.2.1. Quantity: One (1) piece</p> <p>2.2.2. Pad Size: 38 x 14 mm (Approx.)</p> <p>2.2.3. Machine Color: Blue</p>	1	lot	32000.00	32,000.00

2.2.4. Boarder Style: Solid  
2.2.5. Border Size: 1pt  
2.2.6. Text Input: END-USER COPY  
2.2.7. Font Face: Arial  
2.2.8. Font Size: 16  
2.2.9. Alignment: Center  
2.2.10. Font Style: Bold  
2.3. PSS COPY  
2.3.1. Quantity: One (1) piece  
2.3.2. Pad Size: 26 x 10 mm (Approx.)  
2.3.3. Machine Color: Blue  
2.3.4. Boarder Style: Solid  
2.3.5. Border Size: 1pt  
2.3.6. Text Input: PSS COPY  
2.3.7. Font Face: Arial  
2.3.8. Font Size: 16  
2.3.9. Alignment: Center  
2.3.10. Font Style: Bold  
2.4. CERTIFIED COPY  
2.4.1. Quantity: Eight (8) pieces  
2.4.2. Pad Size: 75 x 38 mm (Approx.)  
2.4.3. Machine Color: Blue  
2.4.4. Text Input: Certified Copy of Digitally Signed or e-Signed  
2.4.4.1. Line 1: \_\_\_\_\_  
2.4.4.2. Line 2: Certified copy of the  
2.4.4.3. Line 3: digitally signed or e-signed  
2.4.5. Font Face: Arial  
2.4.6. Font Size: 16  
2.4.7. Alignment: Center  
2.4.8. Font Style: Bold  
2.5. HUMAN RESOURCES NAME  
2.5.1. Quantity: One (1) piece  
2.5.2. Pad Size: 41 x 24 mm (Approx.)  
2.5.3. Machine Color: Blue  
2.5.4. Text Input: Jenny Ann C. Tenorio & Administrative Officer IV  
2.5.4.1. Line 1: JENNY ANN C. TENORIO  
2.5.4.2. Line 2: Administrative Officer IV  
2.5.5. Font Face: Arial  
2.5.6. Font Size: 12  
2.5.7. Alignment: Center  
2.5.8. Font Style: Bold (Line 1 only)  
2.6. PAID  
2.6.1. Quantity: One (1) piece  
2.6.2. Pad Size: 41 x 24 mm (Approx.)  
2.6.3. Machine Color: Blue  
2.6.4. Boarder Style: Solid  
2.6.5. Border Size: 2pt  
2.6.6. Text Input: PAID  
2.6.7. Font Face: Arial  
2.6.8. Font Size: 72  
2.6.9. Alignment: Center  
2.6.10. Font Style: Bold  
2.7. FILE COPY (Cashier)  
2.7.1. Quantity: One (1) Piece  
2.7.2. Pad Size: 41 x 24 mm (Approx.)  
2.7.3. Machine Color: Blue  
2.7.4. Text Input: FILE COPY  
2.7.5. Font Face: Arial  
2.7.6. Font Size: 16

2.7.7. Alignment: Center  
 2.7.8. Font Style: Bold  
 2.8. CASHIER NAME 1  
 2.8.1. Quantity: One (1) piece  
 2.8.2. Pad Size: 41 x 24 mm (Approx.)  
 2.8.3. Machine Color: Blue  
 2.8.4. Text Input: Karen L. Felix & Administrative Officer V  
 2.8.4.1. Line 1: KAREN L. FELIX  
 2.8.4.2. Line 2: Administrative Officer V  
 2.8.5. Font Face: Arial  
 2.8.6. Font Size: 14  
 2.8.7. Alignment: Center  
 2.8.8. Font Style: Bold (Line 1 only)  
 2.9. CASHIER NAME 2  
 2.9.1. Quantity: One (1) piece  
 2.9.2. Pad Size: 70 x 10 mm (Approx.)  
 2.9.3. Machine Color: Blue  
 2.9.4. Text Input: KAREN L. FELIX  
 2.9.5. Font Face: Arial  
 2.9.6. Font Size: 16  
 2.9.7. Alignment: Center  
 2.9.8. Font Style: Bold (Line 1 only)  
 2.10. CASHIER CTC  
 2.10.1. Quantity: One (1) piece  
 2.10.2. Pad Size: 70 x 10 mm (Approx.)  
 2.10.3. Machine Color: Blue  
 2.10.4. Text Input: Certified True Copy  
 2.10.5. Font Face: Arial  
 2.10.6. Font Size: 16  
 2.10.7. Alignment: Center  
 2.10.8. Font Style: Bold (Line 1 only)  
 2.11. COA RECEIVED  
 2.11.1. Quantity: One (1) piece  
 2.11.2. Pad Size: 64 x 40 mm (Approx.)  
 2.11.3. Machine Color: Blue  
 2.11.4. Boarder Style: Solid  
 2.11.5. Border Size: 3pt  
 2.11.6. Text Input: Commission on Audit, DOST-ASTI, Received, Date, Time, and By  
 2.11.6.1. Line 1: COMMISSION ON AUDIT  
 2.11.6.2. Line 2: DOST-ASTI  
 2.11.6.3. RECEIVED  
 2.11.6.4. Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 2.11.6.5 By: \_\_\_\_\_  
 2.11.7. Font Face: Times New Roman  
 2.11.8. Font Size: 18 (Line 1 & 2), 36 (Line 3), 14 (Line 4 & 5)  
 2.11.9. Alignment: Center  
 2.11.10. Font Style: Bold (Line 1 & 3 only)  
 2.12. INSPECTED BY  
 2.12.1. Quantity: One (1) piece  
 2.12.2. Pad Size: 38 x 14 mm (Approx.)  
 2.12.3. Machine Color: Blue  
 2.12.4. Text Input: Inspected by & Date  
 2.12.4.1 Line 1: Inspected by:  
 2.12.4.2. Line 2: \_\_\_\_\_  
 2.12.4.3. Line 3: Date: \_\_\_\_\_  
 2.12.5. Font Face: Arial  
 2.12.6. Font Size: 12

2.12.7. Alignment: Center  
 2.12.8. Font Style: Bold (Line 1 only)  
 2.13. RECORDS NAME 1  
 2.13.1. Quantity: One (1) piece  
 2.13.2. Pad Size: 70 x 10 mm approx.  
 2.13.3. Machine Color: Blue  
 2.13.4. Text Input: Precious Danica M. Felipe & Records Officer, DOST-ASTI RMS  
 2.13.4.1 Line 1: Precious Danica M. Felipe  
 2.13.4.2. Line 2: Records Officer, DOST-ASTI RMS  
 2.13.5. Font Face: Lucida Sans  
 2.13.6. Font Size: 12  
 2.13.7. Alignment: Center  
 2.13.8. Font Style: Bold (Line 1 only)  
 2.14. RECORDS NAME 2  
 2.14.1. Quantity: One (1) piece  
 2.14.2. Pad Size: 70 x 10 mm (Approx.)  
 2.14.3. Machine Color: Blue  
 2.14.4. Text Input: Mary Rose G. Salido & Records Officer, DOST-ASTI RMS  
 2.14.4.1 Line 1: Mary Rose G. Salido  
 2.14.4.2. Line 2: Records Officer, DOST-ASTI RMS  
 2.14.5. Font Face: Lucida Sans  
 2.14.6. Font Size: 12  
 2.14.7. Alignment: Center  
 2.14.8. Font Style: Bold (Line 1 only)  
 2.15. RECORDS RECEIVING COPY  
 2.15.1. Quantity: One (1) piece  
 2.15.2. Pad Size: 70 x 10 mm (Approx.)  
 2.15.3. Machine Color: Blue  
 2.15.4. Text Input: File / Receiving Copy & DOST-ASTI RMS  
 2.15.4.1. Line 1: File / Receiving Copy  
 2.15.4.2. Line 2: DOST-ASTI RMS  
 2.15.5. Font Face: Lucida Sans  
 2.15.6. Font Size: 12  
 2.15.7. Alignment: Center  
 2.15.8. Font Style: Bold (Line 1 only)  
 2.16. RECORDS RECEIVED  
 2.16.1. Quantity: One (1) piece  
 2.16.2. Pad Size: 50 x 30 mm  
 2.16.3. Machine Color: Blue  
 2.16.4. Text Input:  
 2.16.4.1 Line 1: Advanced Science and Technology Institute  
 2.16.4.2. Line 2: FAD – Records Management Section (RMS)  
 2.16.4.3. Line 3: RECEIVED  
 2.16.4.4. Line 4: Date: \_\_\_\_\_  
 2.16.4.5. Line 5: By: \_\_\_\_\_  
 2.16.4.6. Line 6: Control No.: \_\_\_\_\_  
 2.16.5. Font Face: Arial Nova Cond (Line 1-2 & 4-6), Arial Black (Line 3)  
 2.16.6. Font Size: 9 (Line 1-2 & 4-6), 33 (Line 3)  
 2.16.7. Font Style: Bold (Line 1-3 only)  
 2.17. RECORDS OFFICIAL RELEASE  
 2.17.1. Quantity: One (1) piece  
 2.17.2. Pad Size: 23 mm  
 2.17.3. Pad Shape: Circle  
 2.17.4. Text Input: ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE, OFFICIAL, RELEASE &

	<p>DOST-ASTI RM</p> <p>2.17.4.1. Circle 1 (outer circle): ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE</p> <p>2.17.4.2. Circle 2 (inner circle):</p> <p>2.17.4.2.1. Line 1: OFFICIAL</p> <p>2.17.4.2.2. Line 2: RELEASE</p> <p>2.17.4.2.3. Line 3: DOST-ASTI RMS</p> <p>2.17.5. Font Face: Times New Roman (Circle 1), Arial Nova Cond (Circle 2: Line 1-3)</p> <p>2.17.6. Font Style: Bold (Circle 2: Line 1-3 only)</p> <p>3. SAMPLING REQUIREMENTS</p> <p>3.1. Sample of actual layout must be submitted 3-5 calendar days by the Supplier and approved by the end-user</p> <p>4. PAYMENT AND DELIVERY TERMS</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Breakdown of prices will be provided by the supplier upon issuance of Notice to Proceed (NTP).</p> <p>4.3. Delivery of goods shall be made fifteen (15) calendar days upon issuance of NTP.</p>				
2	<p><b>Wireless Headset</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of There (3) units Wireless Headset , to be used in the daily operations of the Institute, especially during conferences, meetings, among others.</p> <p>1.2. The ABC includes all government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Driver Size (mm): 40</p> <p>2.2. Audio Specifications:</p> <p>2.2.1. Active Frequency Response: 20 Hz – 20 Hz</p> <p>2.2.2. Driver Sensitivity at 1kHz/1mW (dB): 115 dB SPL @1kHz</p> <p>2.2.3. Dynamic Frequency Response Range (Hz): 20 Hz – 20 kHz</p> <p>2.2.4. Impedance (Ohms): 32</p> <p>2.3. Dimensions</p> <p>2.3.1. Charging Cable Length (m): 1</p> <p>2.3.2. Charging Cable Length (ft): 3.3</p> <p>2.3.3. Ear Cup External Height (in): 4</p> <p>2.3.4. Charging Cable Length (m): 1</p> <p>2.3.5. Charging Cable Length (ft): 3.3</p> <p>2.3.6. Ear Cup External Height (in): 4</p> <p>2.3.7. Ear Cup External Width (in): 3.5</p> <p>2.3.8. Ear Cup Internal Height (in): 2.4</p> <p>2.3.9. Ear Cup Internal Width (in): 1.9</p> <p>2.3.10. Ear Cup Depth (in): 1</p> <p>2.3.11. Ear Cup External Height (cm): 10.2</p> <p>2.3.12. Ear Cup External Width (cm): 8.9</p> <p>2.3.13. Ear Cup Internal Height (cm): 6.1</p> <p>2.3.14. Ear Cup Internal Width (cm): 4.9</p> <p>2.3.15. Ear Cup Depth (cm): 2.5</p> <p>2.4. Battery:</p> <p>2.4.1. Charging Time (Hours from Empty): 2</p>	3	unit	5700.00	17,100.00

	<p>2.4.2. Maximum Play Time (Hours): 22</p> <p>2.5. Features:</p> <p>2.5.1. Charging Cable: Yes</p> <p>2.5.2. Built-in Microphone: Yes</p> <p>2.5.3. Wireless: Yes</p> <p>2.5.4. Rechargeable Battery: Yes</p> <p>2.6. Inclusions</p> <p>2.6.1. 1 x Wireless Headset</p> <p>2.6.2. 1 x Type-C to Type-A Cable</p> <p>2.6.3. 1 x USB Audio Adapter</p> <p>2.6.4. 1 x Windshield Foam for Boom Microphone</p> <p>2.6.5. 1 x Quick Start Guide</p> <p>2.6.6. 1 x Warranty Card</p> <p>2.6.7. 1 x Safety Sheet</p> <p>2.6.8. Battery</p> <p>3. WARRANTY</p> <p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>				
3	<p><b>Vertical Wireless Mouse</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Twenty-Two (22) Pieces Vertical Wireless Mouse, to be used in the daily operations of the Institute.</p> <p>1.2. The ABC includes all applicable government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Color: Graphite</p> <p>2.2. Dimension:</p> <p>2.2.1. Height: 2.8 in (71 mm)</p> <p>2.2.2. Width: 2.7 in (70 mm)</p> <p>2.2.3. Depth: 4.25 in (108 mm)</p> <p>2.2.4. Weight: 4.4 oz (125 g)</p> <p>2.3. Sensor Technology:</p> <p>2.3.1. Sensor Type: Advanced Optical Tracking</p> <p>2.3.2. Dpi Range: 400-4000 dpi (Fully adjustable with 100DPI increments)</p> <p>2.3.3. Nominal Value: 1000 DPI</p> <p>2.4. Buttons</p> <p>2.4.1. Number of Buttons: 6 (Left/Right – click, Back/Forward, Middle button, Scroll-wheel with middle click)</p> <p>2.5. Battery</p> <p>2.5.1. Battery Type: 1x AA battery (included)</p> <p>2.5.2. Battery Life: Up to 24-month</p> <p>2.6. Connection Type Support: USB receiver (included) Bluetooth Low Energy Technology</p> <p>2.7. Wireless Range: 10-m wireless range</p> <p>2.8. Sustainability</p> <p>2.8.1. Graphite Plastics: 70% post-consumer recycled plastic. Excludes plastic in receiver, battery, printer wiring assembly (PWA) and FFC cable</p>	22	pc	5000.00	110,000.00

	<p>2.9. System Requirements</p> <p>2.9.1. Windows 10, 11 or later; macOS 10.15 or later.</p> <p>2.9.2. iPadOS 14 or later, device basic functions will be supported without additional drivers for operating systems other than Windows and macOS.</p> <p>2.9.3. Chrome OS., device basic functions will be supported without additional drivers for operating systems other than Windows and macOS.</p> <p>2.9.4. Linux, device basic functions will be supported without additional drivers for operating systems other than Windows and macOS.</p> <p>2.9.5. Android 8 or later, device basic functions will be supported without additional drivers for operating systems other than Windows and macOS.</p> <p>2.10. USB Receiver</p> <p>2.10.1. Lift Vertical Ergonomic Mouse</p> <p>2.10.2. USB Receiver</p> <p>2.10.3. 1 x AA Battery</p> <p>2.10.4. Quick Start Guide</p> <p>3. WARRANTY</p> <p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>				
4	<p><b>Ear-Headphones with mic</b></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 Ear-Headphones with Mic, to be used in the daily operations of the Institute.</p> <p>1.2. The ABC includes all applicable government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Driver Size (mm): 8.6</p> <p>2.2. Audio Specifications</p> <p>2.2.1. Driver Sensitivity at 1kHz/1mW (dB): 101±3dB SPL, 1mW</p> <p>2.2.2. Dynamic Frequency Response Range (Hz): 20 Hz – 20 kHz</p> <p>2.2.3. Impedance (Ohms): 30</p> <p>2.3. Dimensions (Approx.):</p> <p>2.3.1. Driver Size: 8.6mm</p> <p>2.3.2. Cable Length: 1.2M</p> <p>2.3.3. Plug: 3.5mm</p> <p>2.4. Features:</p> <p>2.4.1. Built-in Microphone: Yes</p> <p>2.4.2. Hands Free Call: Yes</p> <p>2.5. Inclusions</p> <p>2.5.1. 1 x Pair Headphones</p> <p>2.5.2. 3 x Sets of Ear Tips (S, M, L)</p> <p>2.5.3. 1 x Warranty</p> <p>2.5.4. 1 x Safety Card</p> <p>3. WARRANTY</p>	1	unit	1500.00	1,500.00

	<p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>				
5	<p><b>Document Metal Tray</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of Four (4) units Document Metal Tray to be used in the operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. In &amp; Out Tray Heavy Duty</p> <p>2.2. Metal</p> <p>2.3. Three (3) Layers</p> <p>2.4. Color: Black (Preferred)</p> <p>2.5. Dimensions: 30 x 25 x 38 cm (Approx.)</p> <p>3. WARRANTY</p> <p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>	4	unit	1000.00	4,000.00
6	<p><b>Digital Cordless Phone with 2 handsets</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of Two (2) sets Digital Cordless Phone with Two (2) Handsets, to be used in the daily operations of the Institute.</p> <p>1.2. The ABC includes all applicable government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. Color: Black (Preferred)</p> <p>2.2. Handset (Quantity): Two (2)</p> <p>2.3. Frequency: 1.9 GHz</p> <p>2.4. Frequency Range: 1.88 GHz – 1.89 GHz</p> <p>2.5. Number of Channels: 60 Channels</p> <p>2.6. System: DECT</p> <p>2.7. GAP: Yes</p> <p>2.8. Number of Phone Lines: One (1)</p> <p>2.9. Multiple Handsets Capability: Two (2)</p> <p>2.10. LCD Language: English</p> <p>2.11. Power Back-up Operation: Yes</p> <p>2.12. Power Back-up Operation: The base unit gets a temporary power supply from a handset in the case of a power outage.</p> <p>2.13. Night Mode: Yes</p>	2	set	5000.00	10,000.00



- 2.14. Clear Sound: Yes
- 2.15. Call Restriction: Yes
- 2.16. Low Radio Power: Yes
- 2.17. One Touch Eco Mode: Yes
- 2.18. Repeater Available: Yes
- 2.19. Caller ID: Yes
- 2.20. Caller ID Memory: Fifty (50) items
- 2.21. Call Waiting Caller ID: Yes
- 2.22. Incoming Call Barring: Yes (50 numbers)
- 2.23. Base Unit Phonebook Memory: One hundred twenty (120) items
- 2.24. Shared Phonebook: Yes
- 2.25. Speed Dial (Handset): Yes
- 2.26. Chain Dial: Yes (Handset)
- 2.27. Handset LCD: 1.8 inch
- 2.28. LCD: FullDot Monochrome
- 2.29. LCD: 103x65 pixels
- 2.30. LCD Backlight Color: White
- 2.31. Illuminated Keypad: Amber
- 2.32. Speakerphone: Yes, six (6) steps
- 2.33. Icon Operation (Number of Icons): Yes, six (6)
- 2.34. Ringer Pattern (Tone+Melody): Forty (40) (10+30)
- 2.35. Polyphonic Ringer Melody: Thirty-two (32) chords
- 2.36. Ringer Volume Steps: 6+OFF
- 2.37. Receiver Volume Steps: Four (4)
- 2.38. Redial Memory: Ten (10) (Name and Number)
- 2.39. Digits of Redial Number: Twenty-four (24)
- 2.40. Ringer/Charge Indicator (Color): Yes (Amber)
- 2.41. Smart Function Key: Yes
- 2.42. Noise Reduction: Yes
- 2.43. Customized Sound System (Equalizer):  
Treble/Bass
- 2.44. Conference Call with Outside Line: Yes, three (3)-way
- 2.45. Call Share: Yes
- 2.46. Intercom (Handset to Base Unit): Yes
- 2.47. Any Key Answer: Yes
- 2.48. Hold: Yes
- 2.49. Mute: Yes
- 2.50. Clock: Yes
- 2.51 Alarm (Wake-up, Memo alarm): Yes
- 2.52. Key Lock: Yes
- 2.53. Short Stroke Key: Yes
- 2.54. Handset Locator: Yes
- 2.55. Rechargeable Battery: Ni-MH (AAA x 2)
- 2.56. Talk Time: Up to fifteen (15) hours
- 2.57. Standby Time: Up to one hundred seventy (170) hours
- 2.58. Charge Time: About seven (7) hours
- 2.59. Standby Power Consumption: 0.6 W
- 2.60. Base Dimension (W x D x H): 107 mm x 86 mm x 77 mm
- 2.61. Handset Dimensions (W x D x H): 48 mm x 29 mm x 164 mm
- 2.62. Charger Dimension (W x D x H): 70 mm x 70 mm x 39 mm
- 2.63. Base Weight: 98 g (Approx.)
- 2.64. Handset Weight with Battery: 129 g (Approx.)
- 2.65. Charger Weight: 39 g (Approx.)

### 3. WARRANTY

	<p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>				
7	<p><b>Rechargeable Fan</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Two (2) Units Rechargeable Fan, to be used in the daily operations of the Institute.</p> <p>1.2. The ABC includes all applicable government taxes and services charges.</p> <p>2. TECHNICAL SPECIFICATION</p> <p>2.1. 16-inch fan</p> <p>2.2. With a charger and it can be charged with 220V voltage</p> <p>2.3. Fan Size: 20cm x 22cm x 62cm approx.</p> <p>2.4. Solar Panel Size: 23cm x 35cm approx.</p> <p>2.5. Solar panel with three (3) m cable</p> <p>2.6. Charging Time: Nine (9) hours</p> <p>2.7. Working Hours: Eighteen (18) hours</p> <p>2.8. Battery Capacity: 60,000mAh</p> <p>3. WARRANTY</p> <p>3.1. Warranty period should be at least six (6) months.</p> <p>4. DELIVERY</p> <p>4.1. The price of the bid must be inclusive of government taxes and other charges.</p> <p>4.2. Delivery shall be made by the supplier within ten (10) calendar days upon issuance of Notice to Proceed</p>	2	unit	4000.00	8,000.00

**TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):**

**Php 182,600.00**

**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.