



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

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

<b>Kind of Procurement Activity:</b>	Negotiated Procurement:Small-value Procurement		
<b>Deadline of Submission of Bids:</b>	Jul-11-2022, 2:00 PM		
<b>RFQ No.:</b>	22-07-3921	<b>Date:</b>	July-05-2022
<b>PR No.:</b>	GAA-22-06-14039	<b>Date:</b>	June-10-2022

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@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>Renewal of CAD Simulation Tool License Subscription</b></p> <p>1. GENERAL</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) seeks qualified and competent bidders for the renewal of one (1) lot of ASTI's existing CAD Simulation Tool License subscription, particularly SOLIDWORKS premium.</p> <p>1.2. The above software subscription renewal is necessary as the EPIIC GARAGE has an existing CAD Simulation Tool License crucial for its research and development activities as it allows access to latest version/upgrade, enhancements, and full access to technical support which will fully utilize the existing perpetual license.</p> <p>1.3. The procurement of SOLIDWORKS is pursuant to Section 18 of the 2016 revised IRR of RA No. 9184, which provides, "Reference to brand names shall not be allowed except for items or parts that are compatible with the existing fleet or equipment of the same make and brand, and to maintain the performance, functionality and useful life of the equipment.</p> <p>1.4. The contract's approved budget includes all applicable government taxes and services charges.</p>	1	lot	571680.00	571,680.00

- 1.5. Number of subscriptions: Four (4)
- 1.6. Duration: Twelve (12) months
- 1.7. Serial numbers of licenses for renewal will be disclosed to the awarded bidder.
- 1.8. Unless otherwise stated, the specifications written herein are of the minimum requirement.

**2. FUNCTIONAL SPECIFICATIONS**

- 2.1. Immediate and exclusive access to all new SOLIDWORKS releases and upgrades, live technical support, products, extensive online resources, and enhancement request privileges.
  - 2.1.1. Automatically receive the latest versions of SOLIDWORKS software when it's released.
  - 2.1.2. Full access to live technical support from your local SOLIDWORKS value-added reseller.
- 2.2. Access to privileged content on My.SolidWorks.com.
- 2.3. Access to the latest 3D/2D software product plugins.
- 2.4. Exclusive access to latest developments and select Service Packs.
- 2.5. Access to the knowledge base with help documentation, tutorials, training videos, and community support forums.

**3. TECHNICAL SUPPORT SERVICE**

- 3.1. Technical support service must be available nine (9) hours per day, Monday to Friday (including holidays), 9-6 PM Philippines Standard Time (UTC+8) during business hours.
- 3.2. End-user must request technical support by phone, email, or through a website.
- 3.3. Response Time: Eight (8) business hours and updates every five (5) business days for high severity issues that incur serious degradation to application performance or functionality.

**4. WARRANTY**

- 4.1. Access to software features supports, version upgrades, new releases, bug fixes, and critical security patches must be made available for one (1) year from the date of user acceptance.

**5. DELIVERY AND PAYMENT**

- 5.1. The Bidder should deliver the installation credentials for subscription renewal via media kit (USB flash drive), ten (10) calendar days upon issuance of Notice to Proceed.
  - 5.1.1. Activation of subscription should be effective starting 01 December 2022 as expiration of existing subscription is until 30 November 2022.

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

**Php 571,680.00**

## 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.