



**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>	Sep-26-2022, 2:00 PM		
<b>RFQ No.:</b>	22-09-4028	<b>Date:</b>	September-21-2022
<b>PR No.:</b>	NetMeshR11-22-09-14910	<b>Date:</b>	September-14-2022

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.

**EMMANUEL P. BALINTEC**  
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<p><b>Vehicle Rental for Testing in Region 11 - charged to NTC Region 11</b></p> <p>BACKGROUND AND OBJECTIVES:</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the supply of vehicle rental to be used to transport the project team to conduct house-to-house testing of the RFC 6349 System, field testing, and training of the mobile speed test tools and other project-related activities in Region 11.</p> <p>1.2. The Approved Budget for the Contract (ABC) is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The specifications indicated herein are minimum requirements unless otherwise specified.</p> <p>2. SPECIFICATIONS:</p> <p>2.1. Tentative Schedule: November 7 to 11, 2022, final schedule to be confirmed by the end-user at least two (2) days before travel.</p> <p>2.2. No. of Days: 5 days</p> <p>2.3. Airconditioned van, 12-16 pax seating capacity.</p> <p>2.4 Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine malfunction during the trip (if any).</p>	1	lot	50000.00	50,000.00

	<p>2.5 Transport the ASTI staff to designated field tests locations for the conduct of house-to-house testing and training, as follows:</p> <p>2.5.1. November 7: Pick up ASTI staff from the airport to the place of accommodation in Davao City, Davao Del Sur.</p> <p>2.5.2. November 8: Pick up ASTI staff from place of accommodation and transport to the training venue and then back to place of accommodation.</p> <p>2.5.3. November 9 to 10: Pick up ASTI staff from place of accommodation and the NTC staff from the NTC Regional office and transport to field test sites within Davao City and then back to the place of origin.</p> <p>2.5.4. November 10: Transport ASTI staff to Davao City LGU for the courtesy call and back to place of accommodation</p> <p>2.5.5. November 11: Pick up ASTI staff from place of accommodation and transport to Davao City airport.</p> <p><b>3. PAYMENT TERMS</b></p> <p>3.1. Billing/invoice and trip ticket must be submitted upon conclusion of the trip.</p> <p>3.2. Payment shall be made upon certification and acceptance of the end-user of the service rendered. No payment shall be made for services not yet rendered.</p>				
2	<p><b>Vehicle Rental for Testing in Region 11 - charged to NTC Region 11</b></p> <p><b>BACKGROUND AND OBJECTIVES:</b></p> <p>1.1. ASTI is seeking qualified and competent bidders for the supply of vehicle rental to be used to transport the project team to conduct final testing and acceptance of the fixed and mobile speed test applications in Region 11.</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The specifications indicated herein are minimum requirements unless otherwise specified.</p> <p><b>2. SPECIFICATIONS:</b></p> <p>2.1. Tentative Schedule: December 5 to 6, 2022, final schedule to be confirmed by the end-user at least 2 days before travel.</p> <p>2.2. No. of Days: Two (2) days</p> <p>2.3. Airconditioned van, 12-16 pax seating capacity.</p> <p>2.4 Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine malfunction during the trip (if any).</p> <p>2.5 Transport the ASTI staff to designated field tests locations for the conduct of final testing, as follows:</p> <p>2.5.1. December 5: Pick up ASTI staff from the airport to the place of accommodation in Davao City, Davao Del Sur.</p> <p>2.5.2. December 5: Pick up ASTI staff from place of accommodation and transport to the testing site and then back to place of accommodation.</p> <p>2.5.3. December 6: Pick up ASTI staff from place of accommodation and transport to field test sites and back to place of accommodation.</p> <p>2.5.4. December Pick-up ASTI staff from place of</p>	1	lot	20000.00	20,000.00

	<p>accommodation and transport to Davao City airport</p> <p>3. PAYMENT TERMS</p> <p>3.1. Billing/invoice and trip ticket must be submitted upon conclusion of the trip.</p> <p>3.2. Payment shall be made upon certification and acceptance of the end-user of the service rendered. No payment shall be made for services not yet rendered.</p>				
3	<p><b>Vehicle Rental for Re-Launch and System Turnover activities - charged to NTC Region 8</b></p> <p>BACKGROUND AND OBJECTIVES:</p> <p>1.1. ASTI is seeking qualified and competent bidders for the supply of vehicle rental to be used to transport ASTI and NTC participants from ASTI or hotel or other place of accommodation of NTC participants to the event venue and vice versa (within Metro Manila).</p> <p>1.2. The ABC is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The specifications indicated herein are minimum requirements unless otherwise specified.</p> <p>2. SPECIFICATIONS:</p> <p>2.1. Tentative Schedule: December 9, 2022, final schedule to be confirmed by the end-user at least 2 days before travel.</p> <p>2.2. No. of Days: One (1) day</p> <p>2.3. Airconditioned van, 12-16 pax seating capacity.</p> <p>2.4. Inclusive of meals, accommodation and OT pay of driver, toll fees, gasoline expense, and repair of any engine malfunction during the trip (if any).</p> <p>2.5. Transport ASTI staff from ASTI to the Re-Launch venue and vice versa</p> <p>2.6. Transport NTC participants from hotel/accommodation to the Re-Launch venue and vice versa</p> <p>2.7. Can do two (2) roundtrips in transporting attendees from place of origin to venue place and vice-versa.</p> <p>3. PAYMENT TERMS</p> <p>3.1. Billing/invoice and trip ticket must be submitted upon conclusion of the trip.</p> <p>3.2. Payment shall be made upon certification and acceptance of the end-user of the service rendered. No payment shall be made for services not yet rendered.</p>	1	lot	4500.00	4,500.00

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

**Php 74,500.00**

**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.