



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

Kind of Procurement Activity:	Negotiated Procurement:Small-value Procurement		
Deadline of Submission of Bids:	Sep-26-2022, 2:00 PM		
RFQ No.:	22-09-4024	Date:	September-21-2022
PR No.:	GAA-22-09-14699	Date:	September-02-2022

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>VoIP Phone System and Structured Cabling for 6 Direct Telephone Lines</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 one (1) lot of VoIP Phone System and Structured Cabling of Direct Telephone Lines.</p> <p>1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.</p> <p>1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.</p> <p>1.4. The VoIP phone system will allow ASTI staff to call ASTI local lines and direct and trunklines of other institutions and offices. In addition, the structured cabling of six (6) direct telephone lines aims to minimize, if not avoid, the frequent downtime of the said lines caused by faulty internal wirings.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Structured Cabling for Six (6) Direct Telephone Lines</p> <p>2.1.1. Tracing of lines from PLDT telephone terminal cabinet in the main distribution frame (MDF) in ASTI second floor</p>	1	lot	685190.00	685,190.00

- 2.1.2. Checking and testing for dial tone
- 2.1.3. Supply and installation of telephone terminal cabinet in MDF
- 2.1.4. Rewiring for the direct lines from PLDT telephone terminal cabinet to the end users in the six (6) divisions in ASTI
- 2.1.5. Six (6) direct telephone lines are currently installed in ASTI, one for each division. Two (2) cables going to each division needs to be laid. The telephone panel slot for each direct line will be split into two (2) connections to connect two (2) telephone handsets.
- 2.1.6. Decommissioning of old telephone cables and terminal cabinet in MDF
- 2.1.7. Testing for incoming and outgoing calls
- 2.1.8. Includes cost for labor and materials

2.2. PBX Appliance and Installation

- 2.2.1. The PBX appliance has the following features:
 - 2.2.1.1. Two (2) FXO ports and two (2) FXS ports
 - 2.2.1.2. Three (3) gigabit ports with PoE+
 - 2.2.1.3. Can support 1000 users
 - 2.2.1.4. Voice-over-Packet Capabilities: LEC with NLP Packetized Voice Protocol Unit, 128ms-tail-length carrier grade Line Echo Cancellation, Dynamic Jitter Buffer, Modem detection & auto-switch to G.711, NetEQ, FEC 2.0, jitter resilience up to 50% audio packet loss
 - 2.2.1.5. QoS: Layer 2 QoS (802.1Q, 802.1p) and Layer 3 (ToS, DiffServ, MPLS) QoS
 - 2.2.1.6. Full API available for third-party platform and application integration
 - 2.2.1.7. Telephony operating system: based on Asterisk version 16
 - 2.2.1.8. Network Protocols: SIP, TCP/UDP/IP, RTP/RTCP, IAX, ICMP, ARP, DNS, DDNS, DHCP, NTP, TFTP, SSH, HTTP/HTTPS, PPPoE, STUN, SRTP, TLS, LDAP, HDLC, HDLC-ETH, PPP, Frame Relay (pending), IPv6, OpenVPN
 - 2.2.1.9. Media Encryption: SRTP, TLS, HTTPS, SSH, 802.1X
 - 2.2.1.10. with web user interface
 - 2.2.1.11. maximum concurrent calls (G.711): 150
 - 2.2.1.12. maximum concurrent SRTP calls (G.711): 100
 - 2.2.1.13. Automated NAT firewall traversal service that facilitates secure remote connections
 - 2.2.1.14. Supports Full-Band Opus voice codec and H.264/H.263/H.263+/ VP8 video codec, jitter resilience up to 50% packet loss
 - 2.2.1.15. includes power cord
 - 2.2.1.16. registration of existing VoIP hardphones, including those of different manufacturers, is supported
- 2.2.2. Installation of the PBX appliance
 - 2.2.2.1. Installation, registration and configuration for softphone users
 - 2.2.2.2. Termination and testing of individual trunks and local lines
 - 2.2.2.3. Uploading of licenses
 - 2.2.2.4. Registration of all old and new VoIP hardphones

2.2.2.5. Local numbering assignment

2.2.2.6. Programming of PBX dialing plan/COS/access code and other related programs

2.2.2.7. Testing and commissioning

2.2.2.8. Includes labor and materials

2.3. VoIP Hardphone (15 units)

2.3.1. supports at least two (2) lines and four (4) SIP accounts in each VoIP hardphone

2.3.2. includes power adapter

2.3.3. Full-duplex speakerphone with HD audio to maximize audio quality and clarity

2.3.4. Equipped with noise shield technology to minimize background noise

2.3.5. Supports 5-way audio conferencing

2.3.6. auto-negotiation 10/100/1000 Mbps Ethernet port

2.3.7. 132 x 48 (2.41") backlit graphical LCD display

2.3.8. 2 line keys with dual-color LED and support for 4 SIP account, 4 XML programmable context sensitive soft keys, 5 (navigation, menu) keys. 8 dedicated function keys for: MESSAGE(with LED indicator), TRANSFER, HEADSET, MUTE, SEND/REDIAL, SPEAKERPHONE, VOL+, VOL

2.3.9. Hold, transfer, forward, 5-way conference, call park, call pickup,

2.4. VoIP Softphone

2.4.1. 12-month subscription

2.4.2. an application for VoIP calls and conferences using desktop/laptop, web and mobile

2.4.3. maximum 16 concurrent voice/video calls

2.4.4. maximum 100 registered users

2.4.5. Remote collaboration that is secure & reliable; Cloud-based NAT firewall traversal

Service

2.4.6. Centralized management of remote devices where the softphone is installed to

2.4.7. Provides advanced system and device reports

2.4.8. Unlimited calls

2.4.9. 2GB cloud storage

2.4.10. Automated NAT firewall traversal

2.4.11. API & SDK to support 3rd Party Add-ons

2.4.12. will allow ASTI staff to call ASTI local lines and direct and trunklines of other institutions and offices, wherever they are located.

2.5. The supplier is required to conduct knowledge transfer to at least three (3) DOST-ASTI personnel within three (3) calendar days upon delivery of items and/or services.

2.6. At the end of the implementation phase, the supplier must submit a comprehensive documentation on the final setup ten (10) calendar days upon completion of knowledge transfer. The documentation should include configuration settings and manuals.

3. WARRANTY

- 3.1. With at least one (1) year warranty and support on parts of PBX appliance and phones.
- 3.2. Parts and incidental costs related to the unit will be shouldered by the supplier provided that the error or damage on the equipment is not a result of user damage or misuse.

4. DELIVERY and PAYMENT TERMS

- 4.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).
- 4.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.
- 4.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.
- 4.4. The price of the bid must be inclusive of government taxes and other fees.

TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):

Php 685,190.00

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.*