



**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-19-2022, 2:00 PM		
<b>RFQ No.:</b>	22-09-4013	<b>Date:</b>	September-14-2022
<b>PR No.:</b>	GAA-22-09-14675	<b>Date:</b>	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><b>AUDIO MIXER</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 one (1) audio mixer.</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 audio mixer will be for use in ASTI meetings and events.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 12-channel</p> <p>2.2. 32 FX settings</p> <p>2.3. Tap Tempo and FX setting store function</p> <p>2.4. 1 FX send on each channel</p> <p>2.5. 1 configurable auxiliary bus</p> <p>2.6. XLR-type and ¼" metal jack connector sockets</p> <p>2.7. RCA phono stereo playback inputs and record outputs</p>	1	unit	42625.00	42,625.00

	<p>2.8. 3-band EQ with a swept mid on mono inputs  2.9. 3-band EQ on stereo inputs  2.10. TRS insert sockets and inserts on all mono inputs  2.11. Ten-segment LED output metering  2.12. and comprehensive solo system  2.13. Headphone output  2.14. Easily rack mountable</p> <p>3. WARRANTY  3.1. With at least one (1) year warranty coverage.  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.</p> <p>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.</p>				
2	<p><b>VIDEO MIXER</b></p> <p>1. GENERAL OVERVIEW  1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the supply and delivery of one (1) video mixer.  1.2. The approved budget for the contract is inclusive of all applicable government taxes and services charges.  1.3. The technical specifications indicated herein are minimum requirements, unless otherwise specified.  1.4. The video mixer will be for use in ASTI meetings and events.</p> <p>2. TECHNICAL SPECIFICATIONS  2.1. At least four (4) video inputs  2.1.1. HDMI type A  2.1.2. 10-bit HD switchable  2.1.3. 2-channel embedded audio  2.1.4. Video input re-sync on all four (4) HDMI inputs  2.1.5. Frame rate and format converters on all four (4) HDMI inputs  2.2. At least one (1) HDMI program output  2.3. At least two (2) audio inputs  2.4. At least one (1) aux output  2.5. Ethernet supports 10/100/1000 BaseT for live streaming, software control, software updates and direct or network panel connection.  2.6. At least one (1) USB Type-C 3.1 Gen 1 for external drive recording, webcam out, software control, software updates and panel connection.</p>	1	unit	38097.00	38,097.00

	<p>2.7. HD Video Input Standards: 720p50, 720p59.94, 720p60 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60 1080i50, 1080i59.94, 1080i60</p> <p>2.8. HD Video Output Standards: 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60</p> <p>3. WARRANTY</p> <p>3.1. With at least one (1) year warranty coverage.</p> <p>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.</p> <p>4. DELIVERY and PAYMENT TERMS</p> <p>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).</p> <p>4.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>4.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>4.4. The price of the bid must be inclusive of government taxes and other fees.</p>				
3	<p><b>AMPLIFIER</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 one (1) amplifier.</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 amplifier will be for use in ASTI meetings and events.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. USB, Bluetooth, Aux 1 and Aux 2 input source</p> <p>2.2. Mic bass, treble, echo adjustment</p> <p>2.3. With feedback reducer</p> <p>2.4. Binding post and speakon terminal</p> <p>2.5. Subwoofer signal out, line out and mic out</p> <p>2.6. Strong build metal chassis</p> <p>3. WARRANTY</p> <p>3.1. With at least one (1) year warranty coverage.</p> <p>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.</p> <p>4. DELIVERY and PAYMENT TERMS</p> <p>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).</p> <p>4.2. Full payment will only be given once the items</p>	1	unit	22220.00	22,220.00

	<p>were completely delivered, inspected, and accepted by the End User.</p> <p>4.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>4.4. The price of the bid must be inclusive of government taxes and other fees.</p>				
4	<p><b>AUDIO INTERFACE</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 one (1) audio interface.</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 audio interface will be for use in ASTI meetings and events.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 2x4 USB 2.0 Audio/MIDI Interface for recording microphones and instruments</p> <p>2.2. Streams 2 inputs / 4 outputs plus 1x MIDI I/O with ultra-low latency to your computer, supporting Mac* OS X* and Windows XP* or higher</p> <p>2.3. 2 state-of-the-art, Midas designed Mic Preamplifiers with +48 V phantom power</p> <p>2.4. Analog Inserts for use of external effects such as compressors, etc.</p> <p>2.5. Zero-latency direct monitoring while recording</p> <p>2.6. Input/Playback Mix control and Stereo/Mono switch for direct monitoring</p> <p>2.7. Powerful Phones output with Level control and Monitor A/B source select</p> <p>2.8. USB port for connection and power</p> <p>2.9. impact-resistant metal chassis</p> <p>3. WARRANTY</p> <p>3.1. With at least one (1) year warranty coverage.</p> <p>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.</p> <p>4. DELIVERY and PAYMENT TERMS</p> <p>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).</p> <p>4.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>4.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>4.4. The price of the bid must be inclusive of government taxes and other fees.</p>	1	unit	14960.00	14,960.00
5	<p><b>Female XLR Audio Connector</b></p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The Advanced Science and Technology</p>	24	pc	192.50	4,620.00

	<p>Institute (ASTI) is seeking qualified and competent bidders for the supply and delivery of 24 pieces of female XLR Audio Connectors.</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 female XLR Audio Connectors, together with the microphone cable, will be assembled for use in ASTI's sound system.</p> <p><b>2. TECHNICAL SPECIFICATIONS</b></p> <p>2.1. Female plug</p> <p>2.2. metal cap</p> <p>2.3. Heavy duty</p> <p>2.4. three-pole</p> <p><b>3. DELIVERY and PAYMENT TERMS</b></p> <p>3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>3.4. The price of the bid must be inclusive of government taxes and other fees.</p>				
6	<p><b>Male XLR Audio Connector</b></p> <p><b>1. GENERAL OVERVIEW</b></p> <p>1.1. The Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the supply and delivery of 24 pieces of female XLR Audio Connectors.</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 male XLR Audio Connectors, together with the microphone cable, will be assembled for use in ASTI's sound system.</p> <p><b>2. TECHNICAL SPECIFICATIONS</b></p> <p>2.1. male plug</p> <p>2.2. metal cap</p> <p>2.3. Heavy duty</p> <p>2.4. three-pole</p> <p><b>3. DELIVERY and PAYMENT TERMS</b></p> <p>3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p>	24	pc	181.50	4,356.00

	3.4. The price of the bid must be inclusive of government taxes and other fees.				
7	<p><b>Male PL Audio Connector</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 24 pieces of male PL Audio Connectors.</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 male PL Audio Connectors, together with the microphone cable, will be assembled for use in ASTI's sound system.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. ¼ TRS plug</p> <p>2.2. stereo plug</p> <p>2.3. metal cap</p> <p>2.4. Heavy duty</p> <p>3. DELIVERY and PAYMENT TERMS</p> <p>3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>3.4. The price of the bid must be inclusive of government taxes and other fees.</p>	24	pc	151.00	3,624.00
8	<p><b>RCA Male Audio Connector</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 12 pairs of RCA Male Audio Connectors.</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 RCA male Audio Connectors, together with the microphone cable, will be assembled for use in ASTI's sound system.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Gold contacts plating</p> <p>2.2. Heavy duty</p> <p>3. DELIVERY and PAYMENT TERMS</p> <p>3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by</p>	12	pair	173.25	2,079.00

	<p>the End User.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>3.4. The price of the bid must be inclusive of government taxes and other fees.</p>				
9	<p><b>3.5mm Male Audio Connector</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 24 pieces of 3.5mm Male Audio Connectors.</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 3.5 male Audio Connectors, together with the microphone cable, will be assembled for use in ASTI's sound system.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. stereo plug</p> <p>2.2. 12 pieces straight plug and 12 pieces L-shaped plug</p> <p>2.3. Heavy duty</p> <p>2.4. Suitable to use for computers and mobile devices</p> <p>3. DELIVERY and PAYMENT TERMS</p> <p>3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.</p> <p>3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.</p> <p>3.4. The price of the bid must be inclusive of government taxes and other fees.</p>	24	pc	156.75	3,762.00
10	<p><b>Microphone Cable</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) rolls of microphone cable.</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 microphone cable, together with the different audio plugs, will be assembled for use in ASTI's sound system.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Length of at least 100 meters per roll</p> <p>2.2. Balanced microphone cable</p> <p>2.3. Heavy duty</p> <p>2.4. large conductor cross-section of 2 x 0.34 mm<sup>2</sup></p>	2	roll	9189.00	18,378.00

- 2.5. thick PE insulation
- 2.6. dense copper spiral shielding
- 2.7. color: black
- 2.8. AWG: 22

**3. DELIVERY and PAYMENT TERMS**

3.1. Delivery of the Goods shall be made by the Supplier within forty five (45) calendar days upon issuance of Notice to Proceed (NTP).

3.2. Full payment will only be given once the items were completely delivered, inspected, and accepted by the End User.

3.3. No payment shall be made if the supplies and materials are not yet delivered under this contract.

3.4. The price of the bid must be inclusive of government taxes and other fees.

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

**Php 154,721.00**

**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.*