



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

Kind of Procurement Activity:	Negotiated Procurement:Small-value Procurement		
Deadline of Submission of Bids:	Apr-05-2024, 2:00 PM		
RFQ No.:	24-04-4735	Date:	April-01-2024
PR No.:	GAA-24-03-18934	Date:	March-25-2024

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>Cordless Circular Saw</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) unit Cordless Circular Saw, to be used as cutting tool for the prototype.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Disk Diameter: 4 1/2 inch</p> <p>2.2. Arbor Size: 3/8 inch</p> <p>2.3. Volts: 20V MAX ATOMIC</p> <p>2.4. Spindle Lock: Yes</p> <p>2.5. Blade Change: Keyed</p> <p>2.6. Electric Brake: Yes</p> <p>2.7. Depth Adjustment: Yes</p> <p>2.8. Cordless</p> <p>2.9. Package includes charger, battery, bag or box</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon</p>	1	unit	14500.00	14,500.00

	<p>receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
2	<p>Circular Saw Blade</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver ten (10) pcs Circular Saw Blade, to be used as cutting tool to be used for the prototype.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Saw Blade Type: Circular Saw Blade</p> <p>2.2. Number of Teeth: 24</p> <p>2.3. Arbor Diameter: 9.5mm</p> <p>2.4. Blade Material: Carbide</p> <p>2.5. Blade Diameter: 115mm</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	10	pc	800.00	8,000.00
3	<p>Digital Multitester</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver two (2) units Digital Multitester, to be used as tool for testing electrical parameters in prototyping.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Capabilities: Can measure AC and DC voltage and current, capacitance, resistance, continuity, etc.</p> <p>2.2. 4000 counts or more</p> <p>2.3. Auto power-off</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p>	2	unit	4455.00	8,910.00

	<p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
4	<p>Soldering Iron Tips</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver two (2) packs of Soldering Iron Tips, to be used as consumable item for the prototype.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Package must include knife shape, round type, tortex, flat and horseshoe-shape tips</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	2	pack	456.50	913.00
5	<p>Heat Shrink Tube Set</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver three (3) sets Heat Shrink Tube Set, to be used as consumable item in prototyping.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Quantity: One (1) set (530 pcs)</p> <p>2.2. Material: Polyolefin</p> <p>2.3. Shrinkage Ratio: 2:1 (will maximum shrink to 1/2 its supplied diameter)</p> <p>2.4. Operating Temperature: -55°C to +125°C</p>	3	set	322.67	968.01

	<p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
6	<p>Sandpaper Set</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver three (3) packs Sandpaper Set, to be used as consumable item for prototyping.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Grit: P220</p> <p>2.2. 230mm x 280mm</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	3	pack	187.00	561.00
7	<p>Rechargeable Electric Screwdriver Set</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver two (2) units Rechargeable Electric Screwdriver Set, to be used as Screwdriver tool in making prototypes.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Heavy duty</p> <p>2.2. With screw bit sets</p> <p>2.3. Cordless</p>	2	unit	2700.00	5,400.00

	<p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
8	<p>Hacksaw</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) piece Hacksaw, to be used as acrylic saw tool for small parts to be used in the prototype.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Adjustable: Yes</p> <p>2.2. Blade Length: 12 inches</p> <p>2.3. Handle Material: Plastic</p> <p>2.4. Heavy duty</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	1	pc	3190.00	3,190.00
9	<p>Scalpel craft knife</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver two (2) pieces Scalpel Craft Knife, to be used as cutting tool for the prototype.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Adjustable: Yes, Aluminum Scalpel</p> <p>2.2. Diagonal blade shape</p> <p>2.3. 148 mm overall length</p>	2	pc	650.00	1,300.00

	<p>2.4. Heavy duty</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
10	<p>Filament color Blue</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) box, Blue 3D Printer Filament to be used as consumable item to be used for 3D printing.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Type: PLA</p> <p>2.2. Diagonal blade shape</p> <p>2.3. Size: 1.75mm</p> <p>2.4. Color: Blue</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	1	box	6398.33	6,398.33
11	<p>Filament color Green</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) box, Green 3D Printer Filament, to be used as consumable item to be used for 3D printing.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Type: PLA</p>	1	box	6398.33	6,398.33

	<p>2.2. Diagonal blade shape 2.3. Size: 1.75mm 2.4. Color: Green</p> <p>3. WARRANTY AND AFTER SALES SUPPORT 3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues. 3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section. 3.3. Must carry at least three (3) months warranty.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. The price of the bid must be inclusive of government taxes and other charges. 4.2. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP. 4.3. Government terms. Payment upon complete delivery.</p>				
12	<p>Filament color Gray</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) box, Gray 3D Printer Filament, to be used as consumable item to be used for 3D printing. 1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS 2.1. Type: PLA 2.2. Diagonal blade shape 2.3. Size: 1.75mm 2.4. Color: Gray</p> <p>3. WARRANTY AND AFTER SALES SUPPORT 3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues. 3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section. 3.3. Must carry at least three (3) months warranty.</p> <p>4. PAYMENT AND DELIVERY TERMS 4.1. The price of the bid must be inclusive of government taxes and other charges. 4.2. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP. 4.3. Government terms. Payment upon complete delivery.</p>	1	box	7397.50	7,397.50
13	<p>Solar and Battery powered Scientific calculator</p> <p>1. GENERAL OVERVIEW 1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver two (2) units of Solar and Battery Powered Scientific Calculator, to be used for performing simple and complex calculations efficiently in designing prototypes. 1.2. The ABC is inclusive of government taxes and</p>	2	unit	4320.00	8,640.00

	<p>other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Power Supply: Battery and solar power</p> <p>2.2. 2nd edition (2nd option)</p> <p>2.3. Color: Black and/or White</p> <p>2.4. Battery Size: LR44 (battery-included)</p> <p>2.5. Non-programmable</p> <p>2.6. With shift + solve compatibility</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>				
14	<p>Rotary tool kit (4/65)</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders to supply and deliver one (1) unit Rotary Tool Kit, to be used for detailing, cleaning, cutting, drilling and sanding acrylic enclosures and 3D printed materials.</p> <p>1.2. The ABC is inclusive of government taxes and other charges.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Voltage/Hertz: 220V ~ 60Hz</p> <p>2.2. No-load speed: 5,000 - 35,000 rpm</p> <p>2.3. 35 to 65 accessories</p> <p>2.4. Accessories: 35 to 65</p> <p>2.5 Attachment: 4 (Recommended)</p> <p>3. WARRANTY AND AFTER SALES SUPPORT</p> <p>3.1. Supplier warrants the items against defects in manufacturing and shipping and delivery issues.</p> <p>3.2. Defective or incorrect items shall be replaced by the supplier within fifteen (15) calendar days upon receipt of notice from the end-user or DOST-ASTI Property and Supply Section.</p> <p>3.3. Must carry at least three (3) months warranty.</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. Delivery of goods shall be made by the supplier within thirty (30) calendar days upon issuance of NTP.</p> <p>4.3. Government terms. Payment upon complete delivery.</p>	1	unit	10150.00	10,150.00

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.

