



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

<b>Kind of Procurement Activity:</b>	Shopping		
<b>Deadline of Submission of Bids:</b>	Feb-24-2025, 2:00 PM		
<b>RFQ No.:</b>	25-02-5142	<b>Date:</b>	February-19-2025
<b>PR No.:</b>	GAA-25-01-20635	<b>Date:</b>	January-31-2025

*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.

**JEFFREY A. ABOROT**  
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<b>LAPTOPS</b> 1. GENERAL OVERVIEW 1.1. The Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI) is seeking qualified and competent bidders for the Supply and Delivery of Laptops to be used in the daily operations of the agency. 1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges  2. Technical Specifications 2.1. Supply and delivery of twenty (20) units workstation computers with the following minimum specifications: 2.1.1. Processor: Intel® Core™ i5-1335U Processor or equivalent 2.1.2. RAM: At least 16GB DDR4 2.1.3. Storage: At least 512GB M.2 NVMe™ PCIe® 3.0 SSD 2.1.4. Graphics: Intel Iris Xe or equivalent 2.1.5. Operating System: Windows 11 Home or Pro 2.1.6. Office productivity apps: 2.1.6.1. Microsoft Office Home (Minimum Version: 2021) 2.1.6.2. Microsoft 365 Basic	20	unit	49999.00	999,980.00

2.1.7. LCD Cover: Plastic, black  
 2.1.8. Top Case: Plastic, black  
 2.1.9. Bottom Case: Plastic, black  
 2.1.10. Military Grade: US MIL-STD 810H military-grade standard  
 2.1.11. Display: 14" WUXGA (1920 x 1200) IPS  
 2.1.12. LED Backlit Unit: LED Backlit  
 2.1.13. Refresh rate: 60Hz refresh rate  
 2.1.14. Brightness: 300 nits  
 2.1.15. Color Gamut: 45% NTSC color gamut  
 2.1.16. Glare: Anti-glare display  
 2.1.17. Expansion slots (includes used)  
 2.1.18.1. At least 1x DDR4 SO-DIMM slot  
 2.1.18.2. 1x M.2 2280 PCIe 3.0x4  
 2.1.18. Front-facing camera: at least 720p HD camera; With privacy shutter  
 2.1.19. Wireless: Wi-Fi 5(802.11ac) (Dual band) 1\*1 + Bluetooth®  
 2.1.31. Keyboard: Backlit chiclet keyboard, black  
 2.1.32. Touchpad: Precision touchpad  
 2.1.33. Security: Fingerprint sensor  
 2.1.34. I/O ports:  
 2.1.34.1. At least 1x USB 2.0 Type-A  
 2.1.34.2. At least 1x USB 3.2 Gen 1 Type-C, supports power delivery  
 2.1.34.3. At least 2x USB 3.2 Gen 1 Type-A  
 2.1.34.4. 1x HDMI 1.4  
 2.1.34.5. 1x 3.5mm Combo Audio Jack  
 2.1.34.6. 1x DC-in  
 2.1.35. Audio  
 2.1.35.1. Built-in speaker  
 2.1.35.2. Built-in array microphone  
 2.1.36. Voice control: with Cortana voice-recognition support  
 2.1.37. Power: 45W AC Adapter, Output: 19V DC, 2.37A, 45W, Input: 100~240V AC 50/60Hz universal  
 2.1.38. Battery: At least 42WHr capacity  
 2.1.39. Accessories:  
 2.1.39.1. Laptop backpack  
 2.1.39.2. Charger/ power adapter

### 3. Warranty

3.1. Upon delivery of the laptops, the supplier must respond to product-related inquiries and/or requests submitted by DOST-ASTI within seven (7) calendar days from product delivery.  
 3.2. The warranty period must cover at least one (1) year of hardware service for parts and labor with onsite service after remote diagnosis.  
 3.3. Replacement units should be provided for defective units, fifteen (15) days upon receipt of notice from End-users / DOST-ASTI Property and Supply Section.  
 3.4. Defective units may be defined as units not working upon testing or units that have failed to work after testing within seven (7) calendar days from purchase.

### 4. Payment and Delivery Terms

4.1. Must be delivered within sixty (60) calendar days upon issuance of Notice to Proceed to DOST-ASTI

Building, CP Garcia Ave., UP Campus, Diliman, Quezon City.				
4.2. Full payment will only be processed once completely delivered, inspected, and accepted by the end- user.				
<b>TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):</b>				<b>Php 999,980.00</b>
<b>GUIDELINES</b>				
<p><b>A. Content and Format of Quotations</b></p> <ol style="list-style-type: none"> <li>The Quotation/s must include the RFQ Number or the PR Number indicated above</li> <li>Bidders must specify the BRAND NAMES and MODEL NAMES/NUMBER for the following goods: <ol style="list-style-type: none"> <li>Computer and electronic equipment and its accessories or peripherals</li> <li>Software applications, programs, and digital licenses</li> <li>Commercial off-the-shelf electronic devices or components</li> </ol> </li> <li>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.</li> <li>BIR Certificate of Registration for new DOST-ASTI suppliers.</li> </ol> <p><b>B. Eligibility Requirements</b></p> <p>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):</p> <p><b><u>For Procurement of Goods</u></b></p> <ol style="list-style-type: none"> <li>Upon submission of quotation <ol style="list-style-type: none"> <li>Valid PhilGEPS Registration Number / Organization ID</li> <li>Valid Mayor's/Business Permit</li> </ol> </li> <li>Upon issuance of Notice of Award (NOA) <ol style="list-style-type: none"> <li>Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00)</li> <li>Income/Business Tax Return (For ABCs above P500,000.00)</li> </ol> </li> </ol> <p><b><u>For Procurement of Infrastructure</u></b></p> <ol style="list-style-type: none"> <li>Upon submission of quotation <ol style="list-style-type: none"> <li>Valid PhilGEPS Registration Number / Organization ID</li> <li>Valid Mayor's/Business Permit</li> <li>Valid PCAB License</li> </ol> </li> <li>Upon issuance of NOA <ol style="list-style-type: none"> <li>Omnibus Sworn Statement (shall be required only for procurement projects with ABC above P50,000.00)</li> <li>Income/Business Tax Return (For ABCs above P500,000.00)</li> </ol> </li> </ol> <p>*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.</p> <p>**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.</p> <p>***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.</p>				

**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.*