



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

Kind of Procurement Activity:	Shopping		
Deadline of Submission of Bids:	Apr-22-2024, 2:00 PM		
RFQ No.:	24-04-4765	Date:	April-17-2024
PR No.:	GAA-24-04-19062	Date:	April-12-2024

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>ALCOHOL, Ethyl</p> <p>1. GENERAL OVERVIEW</p> <p>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 Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract (ABC) includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 68%- 72%, 500ml (-5ml)</p> <p>1.2. FDA Approved</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within Fifteen (15) calendar days upon issuance of Notice to Proceed (NTP)</p>	100	btl	100.00	10,000.00
2	<p>SIGN PEN, Extra fine tip, blue</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of</p>	150	pc	40.00	6,000.00

	<p>Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Ink Color: Blue</p> <p>2.2. Type: Liquid or gel</p> <p>2.3. Tip: 0.5mm, needle type</p> <p>2.4. With non-slip rubber grip</p> <p>2.5. With metal clip</p> <p>2.6. One (1) piece barrel (non-refillable)</p> <p>2.7. Writing Length: One (1) km (min)</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
3	<p>SIGN PEN, Extra fine tip, red</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Ink Color: Red</p> <p>2.2. Type: Liquid or gel</p> <p>2.3. Tip: 0.5mm, needle type</p> <p>2.4. With non-slip rubber grip</p> <p>2.5. With metal clip</p> <p>2.6. One (1) piece barrel (non-refillable)</p> <p>2.7. Writing Length: One (1) km (min)</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	15	pc	28.00	420.00
4	<p>BATTERY, dry cell, size AA</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. 1.5 volts</p> <p>2.2. Alkaline</p> <p>2.3. Two (2) pieces per blister pack</p> <p>2.4. No mercury and cadmium added</p> <p>2.5. Minimum of thirty (30) minutes runtime with a current draw of 1.0 Amp until cut-off at one (1) volt.</p> <p>2.6. Shelf Life: Five (5) years (min) from date of acceptance</p> <p>2.7. Brand and shelf life shall be engraved/ embossed/ printed on the item</p> <p>3. DELIVERY</p>	72	pack	40.00	2,880.00

	3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP				
5	<p>HAND SOAP, LIQUID</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Scented</p> <p>2.2. Form: Liquid</p> <p>2.3. Minimum of 80% kill Bactericidal/Germicidal Property against Staphylococcus Aureus</p> <p>2.4. Volume: 500ml (net content)</p> <p>2.5. Bottle: Pump dispenser plastic, individually shrink wrapped</p> <p>2.5.6. With Consumer Product Safety Commission approved or FDA certificate of product registration/notification</p> <p>2.7. PACKAGING: Standard packaging of the manufacturer</p> <p>2.8. With adequate instructions for proper use and disposal</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	9	btl	130.00	1,170.00
6	<p>INK, for stamp pad</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Volume (min): 50ml</p> <p>2.2. with applicator</p> <p>2.3. Shall conform with the required performance tests:</p> <p>2.3.1. Dry Time</p> <p>2.3.2. Stability Test</p> <p>2.3.3. Resistance to water</p> <p>2.3.4. Effect on rubber stamp</p> <p>2.3.5. Corrosion of stamp-pad container</p> <p>2.4. Color: Purple or Violet</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	5	btl	30.00	150.00
7	<p>LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 WATTS</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various</p>	13	pc	200.00	2,600.00

	<p>Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The Approved Budget for the Contract includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Power Consumption: 7 watts (max)</p> <p>2.2. Color Temperature: 6,500 kelvin</p> <p>2.3. Lumen Output: Not less than 530 lumens</p> <p>2.4. Frequency Rating: 60Hz</p> <p>2.5. Color Rendering Index: 80+/-10%</p> <p>2.6. Input Voltage: 220-240 volts, AC</p> <p>2.7. Socket Base: E27</p> <p>2.8. Light Color: Cool Daylight</p> <p>2.9. Power Factor: Not less than 0.90</p> <p>2.10. Average Life: Not less than 15,000 hours</p> <p>2.11. Operating Temperature: 2 35 0C</p> <p>2.12. Brand shall be engraved/embossed/printed on the item.</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
8	<p>TAPE, masking</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Width: 24mm (±1mm)</p> <p>2.2. Length: 50meters (min)</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	25	roll	45.00	1,125.00
9	<p>TAPE, masking</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Width: 48mm (±1mm)</p> <p>2.2. Length: 50meters (min)</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	14	roll	85.00	1,190.00
10	<p>CLIP, backfold, 19mm</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and</p>	16	box	20.00	320.00

	<p>competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. all metal</p> <p>2.2. 12pcs per box</p> <p>2.3. Clamping Depth (min.): 10mm</p> <p>2.4. Thickness of Metal (min.): 0.20mm</p> <p>2.5. Diameter of Clip Handles (min.): 1.0mm</p> <p>2.6. Binding capacity: at least 5.5mm</p> <p>2.7. Shall pass the required test and evaluation</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
11	<p>CLIP, backfold, 25mm</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. all metal</p> <p>2.2. 12pcs per box</p> <p>2.3. Clamping Depth (min.): 13mm</p> <p>2.4. Thickness of Metal (min.): 0.22mm</p> <p>2.5. Diameter of Clip Handles (min.): 1.20mm</p> <p>2.6. Binding capacity: at least 9.5mm</p> <p>2.7. Shall pass the required test and evaluation</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	10	box	25.00	250.00
12	<p>DATA FOLDER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Dimension:</p> <p>2.1.1. Width (min.): 27.9cm</p> <p>2.1.2. Height (min.): 3cm</p> <p>2.1.3. Length (min.): 35.6cm</p> <p>2.2. Material:</p> <p>2.2.1. Chipboard (min.): 2.5mm thick</p> <p>2.2.2. Leatherette paper and/or Polypropylene (PP) material made of linen design for outside cover</p> <p>2.2.3. Coated paper for inside cover including spine portion</p>	49	pc	150.00	7,350.00

	<p>2.2.4. With all steel lever arch file mechanism and taglia lock</p> <p>2.2.5. Spine is provided with finger ring and clear plastic pocket for the insert</p> <p>2.2.6. Color: Blue</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
13	<p>PAPER CLIP, vinly/plastic coated, jumbo, 50mm</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Wire Diameter (min.): 1.0mm</p> <p>2.2. Length of Clip (min.): 50mm</p> <p>2.3. Total length of wire used (min.): 155mm</p> <p>2.4. Assorted colors</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	11	box	30.00	330.00
14	<p>STAMP PAD, felt</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Made of metal, plastic or combination of plastic and metal</p> <p>2.2. Metallic material ball be resistant to rust under normal usage</p> <p>2.2.1. Thickness of Metal: 0.20mm (min.)</p> <p>2.3. Stamp bed shall be composed of an absorbent material, pre-inked</p> <p>2.4. Absorbent material to be used is felt or its equivalent</p> <p>2.4.1. Thickness of Felt: 5mm (min.)</p> <p>2.5. Stamp Bed Size:</p> <p>2.5.1. Width: 60mm (min.)</p> <p>2.5.2. Length: 100mm (min.)</p> <p>2.6. Shall conform with the performance requirements for stamp pad felt</p> <p>2.6.1. Blotting Resistance: The ink shall be uniform and the blotting shall not be significant</p> <p>2.6.2. Transcription Resistance: The trace of transcription shall not be significant</p> <p>2.6.3. Impact Resistance: The fit of each part shall be free from abnormalities</p> <p>2.7. Plastic material/component shall be resistant to</p>	5	pc	60.00	300.00

	<p>impact and ink</p> <p>2.8. Brand shall be engraved/ embossed/ printed on the item</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
15	<p>STAPLE REMOVER, plier type</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Type: Plier</p> <p>2.2. Material: Metal</p> <p>2.3. Performance Test</p> <p>2.3.1. The wedge-shaped blade shall slide under No. 35 staple wire easily.</p> <p>2.3.2. Shall be able to remove No. 35 staple wire from 10 to 20 sheets of 70gsm Multi-Purpose material without tearing the paper.</p> <p>2.4. Durability Test</p> <p>2.4.1. When dropped four (4) times from a standard table height of 70cm, the staple remover shall maintain proper alignment of parts and show no sign of damage that may affect its usability.</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	5	pc	70.00	350.00
16	<p>PAPER, MULTICOPY A4</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Basis Weight: 80gsm (-3%)</p> <p>2.2. Size: A4, 210mm x 297mm (±2mm in either direction)</p> <p>2.3. Sheet Count (min.): 500 sheets per ream</p> <p>2.4. Trim sizes shall be along machine direction or long grain</p> <p>2.5. Intended application: For laser printer, standard office copier, etc.</p> <p>2.6. Paper shall be at least Elemental Chlorine Free (ECF)</p> <p>2.7. Any wrapping paper and carton box (outer box) packaging shall be 100% recycled fiber.</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 10</p>	95	ream	250.00	23,750.00

	calendar days upon issuance of NTP				
17	<p>PAPER, MULTICOPY Legal</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Basis Weight: 80gsm (-3%)</p> <p>2.2. Size: Legal, 216mm x 330mm (±2mm in either direction)</p> <p>2.3. Sheet Count (min.): 500 sheets per ream</p> <p>2.4. Trim sizes shall be along machine direction or long grain</p> <p>2.5. Intended application: For laser printer, standard office copier, etc.</p> <p>2.6. Paper shall be at least Elemental Chlorine Free (ECF)</p> <p>2.7. Any wrapping paper and carton box (outer box) packaging shall be 100% recycled fiber.</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	50	ream	300.00	15,000.00
18	<p>PAPER, MULTIPURPOSE A4</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Basis Weight: 70gsm (min.)</p> <p>2.2. Size: A4, 210mm x 297mm (±2mm in either direction)</p> <p>2.3. Sheet Count (min.): 500 sheets per ream</p> <p>2.4. Trim sizes shall be along machine direction or long grain</p> <p>2.5. Intended application: For laser printer, standard office copier, etc.</p> <p>2.6. Paper shall be at least Elemental Chlorine Free (ECF)</p> <p>2.7. Any wrapping paper and carton box (outer box) packaging shall be 100% recycled fiber.</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	21	ream	250.00	5,250.00
19	<p>TOILET TISSUE PAPER, 2 ply</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily</p>	113	pack	150.00	16,950.00

	<p>operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Weight (min.): 28gsm</p> <p>2.2. Sheet Dimensions:</p> <p>2.2.1. Width of sheet: 100mm (+/-3mm)</p> <p>2.2.2. Length of sheet: 114mm (-5mm)</p> <p>2.3. Acidity, pH (min.): 6</p> <p>2.4. Absorption time for each sheet using 0.01ml water, sec. (max.): 30</p> <p>2.5. 100% Recycled pulp</p> <p>2.6. Paper shall be at least Elemental Chlorine Free (ECF)</p> <p>2.7. 150 pull per roll (300 sheets), (min.)</p> <p>2.8. Shall be evenly and firmly wound to form a roll which is sufficiently rigid to withstand normal handling and usage.</p> <p>2.9. Roll shall be perforated across the full width such that each sheet can be easily torn off along the perforations.</p> <p>2.10. Toilet tissue shall not have noticeable dust on the surface of sheets.</p> <p>2.11. Should be 12rolls/pack</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
20	<p>INSECTICIDE</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Aerosol</p> <p>2.2. Kerosene based</p> <p>2.3. Quick kill contact and residual type</p> <p>2.4. Cautionary Scent/Odor required</p> <p>2.5. Multi-insect killer</p> <p>2.6. Net Content per can: 600ml (min)</p> <p>2.7. Sufficient amount of propellant to totally expel content.</p> <p>2.8. Material Safety Data Sheet showing information on specific gravity</p> <p>2.9. FDA Approved</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	2	can	500.00	1,000.00
21	<p>BALLPEN</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily</p>	50	pc	30.00	1,500.00

	<p>operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Color: Blue</p> <p>2.2. Pen Tip Size: 0.7mm</p> <p>2.3. Good for writing quality</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
22	<p>STICKER PAPER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. For Laserjet Printer</p> <p>2.2. Size: A4</p> <p>2.3. Material: Glossy</p> <p>2.4. Packaging: 20 pieces per pack</p> <p>2.5. Color: white</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	10	pack	75.00	750.00
23	<p>CAR AIR FRESHENER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. High quality</p> <p>2.2. Net content: 2.2 ml.</p> <p>2.3. Easy to use</p> <p>2.4. Lasts up to 45 days.</p> <p>2.5. Small but powerful odor removal.</p> <p>2.6. Provides consistent fragrance release.</p> <p>2.7. Suitable for all car sizes.</p> <p>2.8. Ergonomically-designed, lightweight and compact.</p> <p>2.9. Fragrance: Sky Breeze or Lavander</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	35	pc	300.00	10,500.00
24	<p>Colored Bond/Multicolor Paper</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of</p>	9	ream	550.00	4,950.00

	<p>Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Basis Weight: 80gsm</p> <p>2.2. Packaging: 500 sheet per ream</p> <p>2.3. Size: Legal</p> <p>2.4. Color: Green</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>				
25	<p>Sign Here Tape Flags</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Color: Yellow</p> <p>2.2. Size: 1x1.7 inches</p> <p>2.3. Package Configurations: 2 Dispensers/Pack</p> <p>2.4. Package Contents: 50/Dispenser, 2 Dispensers/Pack</p> <p>2.5. Tab Size: 25mm</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	30	pack	150.00	4,500.00
26	<p>SPECIAL BOARD PAPER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p> <p>1.2. The ABC includes all applicable government taxes and services charges</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Size: A4 Vellum Board</p> <p>2.2. Basis Weight: 220 gsm</p> <p>2.3. Packaging: 10 sheets per pack</p> <p>2.4. Color: white</p> <p>3. DELIVERY</p> <p>3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP</p>	20	pack	50.00	1,000.00
27	<p>SPECIAL PAPER</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. The DOST-ASTI is seeking qualified and competent bidders for the Supply and Delivery of Various Common-use Supplies to be used in the daily operations of the agency.</p>	3	ream	550.00	1,650.00

1.2. The ABC includes all applicable government taxes and services charges

2. TECHNICAL SPECIFICATIONS

2.1. Size: A4

2.2. Basis Weight: 80 gsm

2.3. Packaging: 500 sheets per ream

2.4. Color: Pink

3. DELIVERY

3.1. Delivery shall be made by the Supplier within 15 calendar days upon issuance of NTP

TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):

Php 121,235.00

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.*