



REQUEST FOR QUOTATION

RFQ-2023-006

1. The **DOST-SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (DOST-STII)**, through its Bids and Awards Committee (BAC), invites PhilGEPS registered suppliers/contractors to submit **quotations** for the project **“Printing of 2022 DOST-STII Annual Report”** with Approved Budget for the Contract (ABC) in the amount of **One Hundred Twenty-Five Thousand Four Hundred Pesos Only (Php125,400.00)**:

Descriptions	Source of Fund	Approved Budget for the Contract (ABC)
Printing of 2022 DOST-STII Annual Report <i>(See attached Technical Specifications)</i>	General Appropriations Act FY2023	Php125,400.00

2. Procurement will be conducted through Negotiated Procurement – Small Value Procurement (Sec. 53.9) as prescribed under Rule XVI – Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations of Republic Act (R.A.) No. 9184, otherwise known as the “Government Procurement Reform Act”.
3. Suppliers/contractors shall submit their quotations on or before **01 February 2023, 10:00 A.M.** at the DOST-STII – BAC Secretariat - Property Section, 2nd Flr. STII Bldg, DOST Complex, Gen. Santos Avenue, Bicutan, Taguig City. Quotations may also be submitted through email at: lechar109@yahoo.com or philip.tumbali@stii.dost.gov.ph.

A copy of your **2022 Mayor's/Business Permit** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A valid **Certificate of PhilGEPS Registration (Platinum Membership)** may be submitted in lieu of the Mayor's/Business Permit.



4. The DOST-STII reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. DOST-STII further reserves the right to reject any and all proposals, or declare a failure of bidding, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability in accordance with Republic Act (RA) No. 9184 and its Implementing Rules and Regulations.
5. For further information, please refer to:

JONA M. BERNAL
BAC Secretariat
Telephone No. 837-2071 loc. 2145


ALAN C. TAULE
BAC Chairperson 

Approved by:


RICHARD P. BURGOS
Director



TECHNICAL SPECIFICATIONS

Project : Printing of 2022 DOST-STII Annual Report
ABC : Php 125,400.00
Fund : Regular Fund

Specifications:

No. of copies : 300 copies (plus 4 digital copies)
No. of pages : 92 (+/-) including cover
Size : 8.5 in x 11 in (17 in by 11 in [spread])

Stocks :

Cover : C2S 200

Inside: C2S 100

- with spot UV on all text, logo, and dominant design elements on cover and back cover, including with QR code on cover

Cover : Full color

Inside : Full color

Process: CTP, offset printing

Binding : Perfect binding

Others : Initial proof must be submitted two (2) days after pick-up of camera-ready file
Delivery terms: work completed within fifteen (15) working days upon approval of final proof

TECHNICAL WORKING GROUP (TWG)

(PRINTING OF OFFICIAL PUBLICATION AND OTHER RELATED SERVICES)


JASMIN JOYSE P. SEVILLA
Chairperson


JOY M. LAZCANO
Member


JEAN B. ARABES
Member