



REQUEST FOR QUOTATION (RFQ-2021-002)

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 **“One (1) Lot Printing of 2020 STII Annual Report”** with Approved Budget for the Contract (ABC) in the amount of **One Hundred Fourteen Thousand Pesos Only (Php114,000.00)**:

Descriptions	Source of Fund	Approved Budget for the Contract (ABC)
One (1) Lot Printing of 2020 STII Annual Report <i>*See attached Technical Specifications</i>	General Appropriations Act (GAA) FY2021	Php114,000.00

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 **20 January 2021, 5:00 P.M.** at the DOST-STII – BAC Secretariat - Property Section, 2nd Flr. STII Bldg, DOST Complex, Gen. Santos Avenue, Bicutan, Taguig City.



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



Republic of the Philippines
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 STII Building, DOST Complex, Bicutan, Taguig City

PURCHASE REQUEST

Entity Name: DOST-STII Fund Cluster: GAA 2021

Office/Section: _____ PR No.: 2021-61-0614 Date: 1/6/2021
 Responsibility Center Code: _____

Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pc	Printing of 2020 STII Annual Report Specifications: No. of Offset Print: 300 copies (plus 4 digital copies) No. of Pages: 80 (+/-) including Cover Size: 8.5 in x 11 in (17 in by 11 in [spread]) Stocks: <i>Cover:</i> C2S 200 <i>Inside:</i> C2S 100 with spot UV on all text on cover and back cover, including logos. With 5 QR codes Cover: Full Color Inside: Full Color Processes: CTP, Offset Printing Binding: Perfect Bind Delivery Terms: work completed within 15 calendar days upon approval of final proof Note: <i>Initial proof must be submitted two (2) days after pick-up of camera-ready file</i>	300	380.00	114,000.00
GRAND TOTAL					114,000.00

Purpose: For printing of DOST-STII 2020 Performance Report

Requested by: Approved by:
 Signature: _____ Printed Name: NORIY B. VILLAR _____ RICHARD P. BURGOS
 Designation: Chief, CRPD _____ Director

ppmp - other printing - P150K