



## REQUEST FOR QUOTATION

### RFQ-2022-015

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 “**Supply and delivery of customized notebook**” with Approved Budget for the Contract (ABC) in the amount of **One Hundred Thousand Pesos Only (Php100,000.00)**:

Descriptions	Source of Fund	Approved Budget for the Contract (ABC)
<b>Supply and delivery of customized notebook</b> <i>(See attached technical specifications)</i>	<b>General Appropriations Act FY2022</b>	<b>Php100,000.00</b>

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 **11 April 2022, 10:00 A.M.** at the DOST-STII – BAC Secretariat - Property Section, 2<sup>nd</sup> Flr. STII Bldg, DOST Complex, Gen. Santos Avenue, Bicutan, Taguig City. Quotations may also be submitted through email at: [lechar109@yahoo.com](mailto:lechar109@yahoo.com) or [philip.tumbali@stii.dost.gov.ph](mailto:philip.tumbali@stii.dost.gov.ph).

A copy of your **2021 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.



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**SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**



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

### Customized Notebook

Approved budget for the contract: Php100,000.00  
Fund: General Fund

### Specifications:

Dimension: 9 X 6 inches  
Materials: Leather Soft Smooth Cover  
100 sheets 90 GSM blank pages with colored DOST-STII Library logo on the lower left corner (left page) and lower right corner (right page)  
1 cm Elastic bind, Red (#ED262A)  
1 ribbon bookmark (White)  
Colored insets (9 pages) after every 10 pages  
Color: Blue/Yale Blue (#004A98)  
Cover Design: Engraved DOST-STII Library logo (6cm x 6cm)  
Quantity: 200 pieces

## TECHNICAL WORKING GROUP (TWG) Promotional Materials

**JONATHAN D. ABALON**  
Member

**BENILA B. BUEMIA**  
Member

**JOY M. LAZCANO**  
Chairperson

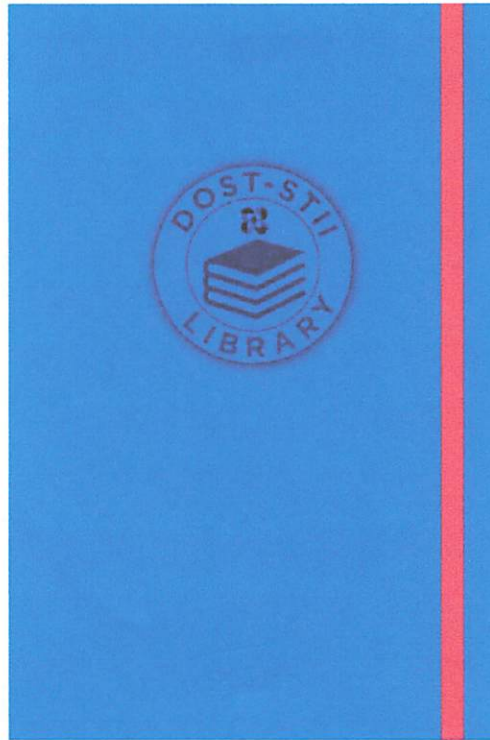


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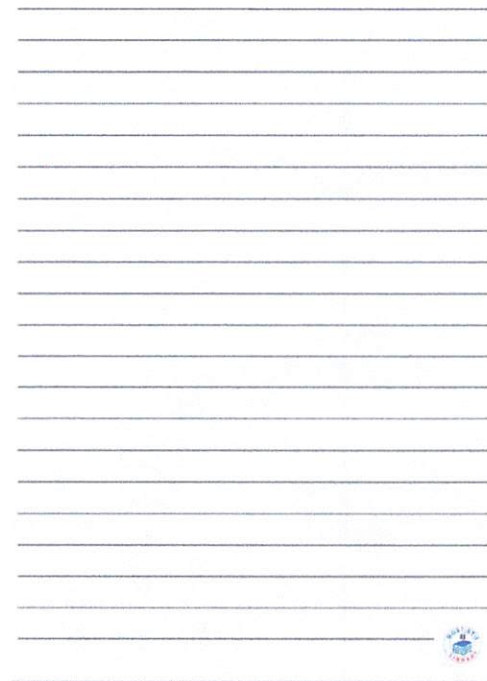
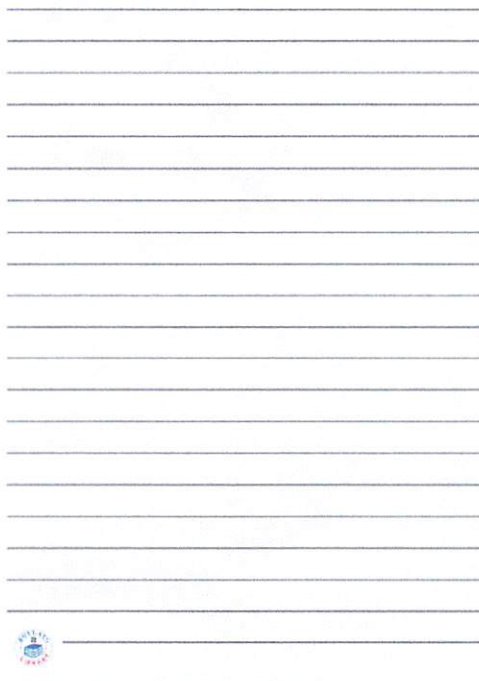


**ISO 9001:2015**  
Certificate No. 50500772 QM15

**Yale Blue Cover (9 x 6 inches) with 1 cm Elastic bind, Red (#ED262A)**



**Sample blank sheets (left and right) with DOST-STII Library logo**





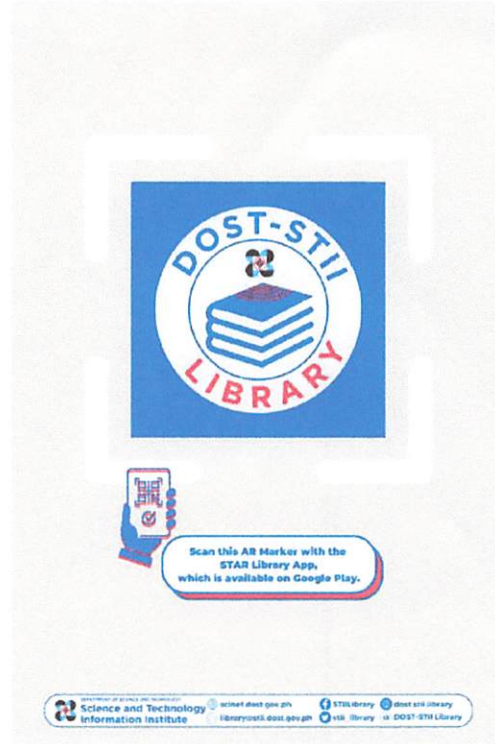


### Colored Insets

1



2



3



4





5



6



7







8

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