

TO ALL PROSPECTIVE PROVIDER:

Description: Description: LetterheadBids and Awards Committee

SVP-06-2019

REQUEST FOR QUOTATION

The Development Bank of the Philippines (DBP), through its 2019 Corporate Budget will undertake a Small Value Procurement for the PROCUREMENT OF SUPPLY AND DELIVERY OF BROADSHEET NEWSPAPER in accordance with Section 53.9 of the Implementing Rules and Regulations of RA 9184.

Name of Project : PROCUREMENT OF SUPPLY AND DELIVERY OF BROADSHEET NEWSPAPER

Approved Budget For the Contract (ABC) : Php 69,612.00 inclusive of all applicable taxes and fees.

Specifications : Please find attached Annex "A" (Terms of Reference)

Interested contractors/suppliers are required to submit the following documents:

- 1) Valid and current Mayor's Permit
- 2) Business/Income Tax Return
- 3) PhilGEPS Registration No.
- 4) Notarized Omnibus Sworn Statement
- 5) Price Quotation using its official letterhead duly signed by the duly authorized representative.

Please indicate outside the sealed envelope the following:

addressed to the Procuring Entity's BAC

name and address of the Company

name of the project bear the specific identification/reference code of this project

Submission of sealed quotation is on or before 11 February 2019, 5:00 PM at DBP Bids and Awards Committee Secretariat Unit, 6/F Procurement Management Department, DBP Head Office, Sen. Gil J. Puyat corner Makati Avenues, Makati City.

For inquiry, you may contact the BAC Secretariat at Tel. No. 818-9511 local 2610 or 2606.

TERMS OF REFERENCE

PROCUREMENT OF SUPPLY AND DELIVERY OF BROADSHEET NEWSPAPERS

- A. Approved Budget for the Contract:** Sixty-Nine Thousand Six Hundred Twelve Pesos (₱69,612.00), inclusive of tax and delivery charge, based on the following:

Newspaper	Publication Day	No. of Days	Unit Cost	Qty/ Day	Total Cost
BusinessWorld	Mon-Fri	238	25.00	2*	P 11,900.00
Malaya Business Insight	Mon-Fri	238	25.00	1	5,950.00
BusinessMirror	Mon-Sun	334	25.00	1	8,350.00
Daily Tribune	Mon-Sun	334	18.00	1	6,012.00
The Philippine Star	Mon-Sun	334	20.00	1	6,680.00
The Manila Times	Mon-Sun	334	20.00	1	6,680.00
Manila Standard	Mon-Sun	334	18.00	1	6,012.00
Manila Bulletin	Mon-Sat	286	18.00	1	5,148.00
	Sun.	48	25.00	1	1,200.00
Philippine Daily Inquirer	Mon-Fri	238	20.00	2*	9,520.00
	Sat.	48	20.00	1	960.00
	Sun.	48	25.00	1	1,200.00
Total - - -					₱ 69,612.00

***One copy for the Office of the Head, CSS**

B. Specifications:

Supply and delivery of the above list of broadsheet newspapers and quantity per day.

C. Delivery date/place:

Newspapers should be delivered daily at the Corporate Affairs Department on or before 7:30 in the morning.

D. Others:

Supplier must be PhilGEPS registered.

E. Terms of Contract:

1. The contract shall commence upon acceptance of the Notice to Proceed and until December 31, 2019.
2. The DBP may terminate/cancel the contract if the supplier/contractor fails to deliver, perform, comply with obligations as required for the said contract.

F. Payment Schedule:

The amount due to the supplier on every progress billing shall be released monthly upon submission of billing statement of the supplier and issuance of certification by the DBP- Corporate Affairs Department in accordance with project specifications and scope of work.

Prepared by:


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Corporate Affairs Department

Recommending approval:


VP ZANDRO CARLOS P. SISON
Head, Corporate Affairs Department

Approved:


EVP BENEL B. LAGUA
Head, Corporate Services Sector