



### REQUEST FOR QUOTATION

The Development Bank of the Philippines (DBP), through its Branch Banking Group – Northern Luzon (BBG-NL) Bids and Awards Committee (BAC), will undertake a Small Value Procurement for the “**Consulting Services for Soil Testing of DBP Dagupan Branch**” in accordance with Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

The details of the project/activity/program are as follows:

Name of Project	:	<b>Consulting Services for Soil Testing of DBP Dagupan Branch</b>
Location / Address	:	<b>DBP Dagupan, M.H. Del Pilar Street, Dagupan City, Pangasinan</b>
Approved Budget for the Contract (ABC)	:	<b>Ninety Thousand Pesos (P90,000.00) inclusive of taxes</b>
Terms of Reference	:	<b>Please see attached Annex A</b>
Delivery Period	:	<b>Within 30 calendar days from the date of receipt of Notice to Proceed</b>

Interested service providers are required to submit their signed Price Quotation Form (Annex B) on or before 5:00 P.M. on February 06, 2019. Open quotations may be submitted manually at DBP Branch Banking Group – Northern Luzon, Lower Session Road, Baguio City or through email address [bbg-nl@dbp.ph](mailto:bbg-nl@dbp.ph).

The project shall be awarded to the proponent determined to have submitted the Single or Lowest Calculated and Responsive Quotation. Other documentary requirements for each vendor shall be as follows;

- Mayor's/Business Permit;
- Professional License / Curriculum Vitae;
- PhilGEPS Registration Certificate;
- Income Tax Return for the current year/ Business Tax Returns for the past 6 months;
- For suppliers/vendors whose representatives are the official signatory of the documents/requirements: **please submit a duly notarized Omnibus Sworn Statement**
- For suppliers/vendors who will appoint or designate their duly authorized representative: **please submit the following notarized statements:**

(If the supplier/vendor is a <b>Sole Proprietorship</b> )	(If the supplier/vendor is a <b>Corporation</b> )
Duly notarized Special Power of Attorney <u>AND</u>	Duly notarized Secretary’s Certificate <u>AND</u>
Duly notarized Omnibus Sworn Statement	Duly notarized Omnibus Sworn Statement

For inquiry, you may contact Senior Manager Rosielyn C. Olalia, BAC Secretariat, at Telephone No. (074) 442-5308.



**MARJORIE ANNE R. MUÑOZ**  
Senior Manager  
Chairperson, BBG-NL RBAC



Development Bank of the Philippines

---

## **TERMS OF REFERENCE**

### **CONSULTING SERVICES FOR SOIL TESTING DAGUPAN BRANCH**

**AMOUNT : P 90,000.00**

**DURATION : WITHIN 30 CALENDAR DAYS FROM THE  
DATE OF RECEIPT OF NOTICE TO  
PROCEED (NTP)**

TOR-Soil Testing of DBP Dagupan Branch

**PROJECT** : PROPOSED CONSTRUCTION OF DBP DAGUPAN BRANCH  
**LOCATION** : M.H. DEL PILAR ST., DAGUPAN CITY  
**SUBJECT** : GEOTECHNICAL INVESTIGATIONS TERMS OF REFERENCE

**APPROVED BUDGET FOR THE CONTRACT (ABC):** Ninety Thousand Pesos (P90,000.00)

**A. OBJECTIVE/S:**

1. To determine the soil profile of the proposed area where the project will be constructed; and
2. To determine the soil capacity in consideration with preparing the structural design of the branch building.

**B. SCOPE OF WORK**

**1. Drilling and Sampling**

- a. Two (2) boreholes to be drilled to a depth of **Fifteen (15) meters** into hard strata.
- b. Drilling shall be performed utilizing the Standard Penetration Test (SPT) through ordinary soil encountered. Standard Penetration Test shall be performed using 5.0 cm (2.0 in) outside diameter split spoon sampler, driven by a 63.6 kg. (140 lbs.) hammer freely falling at 76.0 cm (30 in).
- c. Undisturbed soil samples, using a 6.35 cm. (2.5 in) I.D. thin wall tube sampler shall be obtained in all cohesive materials encountered. The undisturbed soil samples shall be taken such that a minimum amount of disturbance in the natural condition of the samples has been caused through drilling, sampling, preserving, storing and transporting of the samples.
- d. Core samples shall be taken whenever solid formation is encountered or at refusal where N-value is  $\geq 60$  blows. Core sampling shall be advanced using NQ size core barrel.
- e. All samples shall be properly sealed and labeled in watertight containers as soon as these are extracted from boreholes and shall be placed on wooden core boxes.
- f. Water level measurement shall be taken at the completion of each boreholes.
- g. All measurements, observation and filed test results shall be recorded in appropriate boring logs. Drilling and sampling procedures shall conform with applicable ASTM Standards.

**2. Laboratory Testing**

Laboratory testing shall be performed on all soil and core samples obtained from the test holes such that reliable classification, identification and determination of the physical properties of the sub-surface materials and analysis can be carried out.

**3. Submittal**

Three (3) copies of the Soil Investigation Report shall be submitted containing boring logs, laboratory test results, key map (location of boreholes), photos and evaluation.

**4. Work Duration**

The work shall be completed within **30 calendar days** from the date of receipt of Notice to Proceed.

**OTHER TERMS AND CONDITIONS:**

1. The Contractor shall secure and pay all required permits fees, licenses and taxes and comply with all laws and local ordinances and related government regulations in connection with the project.
2. The Contractor shall submit Construction Schedule reflecting all activities needed to complete the project, their sequence and duration.
3. The Contractor should have a Safety Officer at the project site at all times.
4. The Contractor shall employ a competent supervisor acceptable to the DBP who will supervise the work on a full-time basis.
5. The Contractor shall not employ minor workers and will hire qualified and competent equipment operators.
6. It is also prohibited to use dangerous drugs and any form of non-prescription medications, alcoholic drinks, as well as reporting to work under their influence. Those involved in distributing or accepting any form of illegal drugs or alcohol on the job site will be terminated.
7. Smoking on construction premises is prohibited at all times. No horseplay will be tolerated and No fighting. All involved will be subject to being removed from the site.
8. Similarly, No firearms or weapons are allowed on the job site.
9. The Contractor shall work fully-clothed with proper identification (I.D.). Sleeveless shirts, tank tops, half shirts are not permitted.
10. Hard hats meeting ANSI standard specifications are required for all personnel requiring access to the job site. "Bump caps" are prohibited. ANSI standards is also adopted for Eye and Face protection, Hand and Arm protection equipment.
11. All trash, debris, including hazardous waste (spills) must be removed from the immediate work area as the work progresses and should be placed in trash bags, sacks or appropriate container before disposal. DBP is an ISO 14001 certified bank and the contractor is required to observe and abide by its rules and regulations.
12. Upon completion of works, the contractor shall remove all temporary structures and surplus materials before leaving the premises. All old materials removed from the site shall be carefully piled up and disposed by the Contractor.
13. The Contractor shall be fully responsible for the safety of his men and clearly understands and agree that no employer-employee relationship shall exist between the contractor's men and the DBP. Any damage caused by the contractor or his men to any property of the DBP or injury or death to a third party shall be the sole responsibility of the contractor and the latter shall pay the cost or shoulder the burden thereof.

TOR-Soil Testing of DBP Dagupan Branch

14. The DBP shall be free and made harmless from any and all kind of claims, damages, liabilities arising from the contractor's non-compliance with the requirement of the Workmen's compensation, Social Security and other labor laws.
15. Other terms, regulations and conditions shall follow the Revised IRR of R. A. 9184.

- End -

**Recommending Approval:**



**VP ROMEO A. AGUILAR**

Head, Property & Facilities Mgt. Department

**Approved by:**



**EVP BENEL D. LAGUA**

Head, Corporate Services Sector

Conforme:



**AVP MARIA DOLORES C. GUEVARA**  
Head, BBG-NL





Development Bank of the Philippines

**PRICE QUOTATION FORM**

\_\_\_\_\_  
(Date)

**The Bids and Awards Committee**

Development Bank of the Philippines  
Branch Banking Group – Northern Luzon  
Lower Session Road, Baguio City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

Description	Qty.	Unit	Amount
Consulting Services for Soil Testing of DBP Dagupan Branch ( <i>Annex A - Specifications</i> )	1	Lot	
<b>Total</b>			
<b>Amount in Words</b>			

The above-quoted price is inclusive of applicable taxes.

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name & Signature of Owner / Representative

\_\_\_\_\_  
Contact No.