



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 **“Supply, Delivery, Installation, Testing and Commissioning of One (1) 37.5 KVA Power Generating Set for Abulug Branch of the Development Bank of the Philippines”** 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	:	Supply, Delivery, Installation, Testing and Commissioning of One (1) 37.5 KVA Power Generating Set for Abulug Branch of the Development Bank of the Philippines
Delivery Address	:	DBP Abulug Branch, Roberto’s Building, National Highway, Libertad, Abulug, Cagayan
Approved Budget for the Contract	:	Six Hundred Thousand Pesos Only (600,000.00) inclusive of delivery, installation and taxes
Specification	:	See attached Annex “A” for complete specifications
Delivery Period	:	Within Thirty (30) calendar days upon signing of Purchase Order

Interested suppliers are required to submit their signed Price Quotation Form (Annex “B”) on or before 5:00 P.M. of September 25, 2020. Open quotations may be submitted manually at DBP Branch Banking Group – Northern Luzon, M.H. Del Pilar St, Dagupan City or through email address nlbg@dbp.ph.

The project shall be awarded to the proponent determined to have submitted the Single or Lowest Calculated and Responsive Quotation. The proponent with the lowest and responsive quotation shall be required to submit to the BAC certified copies of the following documents before award of the project:

1. Mayor’s / Business Permit;
2. PhilGEPS Registration Certificate;
3. Omnibus Sworn Statement
4. Income/Business Tax Return

For inquiry, you may contact Ms.Rosielyn C. Olalia, BAC Secretariat, at Telephone No. (074) 442-5308 or (02) 818-9511 local 1560.

MARIA DOLORES C. GUEVARA
Vice-President
Head of the Procuring Entity

**DEVELOPMENT BANK OF THE PHILIPPINES
MAKATI CITY**

TERMS OF REFERENCE

Project : SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF ONE SET (1) 37.5 KVA POWER GENERATING SET FOR THE ABULUG BRANCH OF THE DEVELOPMENT BANK OF THE PHILIPPINES

I. APPROVED BUDGET FOR THE CONTRACT

SIX HUNDRED THOUSAND PESOS (₱ 600,000.00), inclusive of delivery, installation and taxes.

II. TECHNICAL SPECIFICATIONS

a) Generator Set

Governor regulation class	ISO Certified
Voltage regulation, no load to full load	+ 4.0%
Random voltage variation	+ 4.0%
Frequency regulation	Isochronous
Random frequency variation	+ 0.25% @ 60 Hz

b) Engine

Bore	102 mm (3.43 in)
Stroke	118 mm (3.64 in)
Displacement	3.857 liters (235.37 in ³)
Cylinder block	Cast iron, in-line, 4 cylinder
Battery capacity	550 amps at ambient temperature of -18 °C to 0 °C (0 °F to 32 °F)
Battery charging alternator	50 amps
Starting voltage	24 volt, negative ground
Fuel system	Indirect injection: number 2 diesel fuel
Fuel filter	Single element, spin-on fuel filter with water separator
Air cleaner type	Dry replaceable element
Standard cooling system	50 °C (122 °F) ambient cooling system
Rated speed	1800 rpm

c) Alternator

Design	Brushless, 4 pole
Stator	2/3 pitch
Rotor	Direct coupled, flexible disc
Insulation system	Class H

Standard temperature rise	120 °C (248 °F) Standby
Exciter type	Brushless, self-excited
Alternator cooling	Direct drive centrifugal blower
AC waveform Total Harmonic Distortion (THDV)	< 5% no load to full linear load, < 3% for single harmonic
Telephone Influence Factor (TIF)	< 50
Telephone Harmonic Factor (THF)	< 3%

d) Voltage

1 phase	120/240 delta
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e) Accessories

<ul style="list-style-type: none"> • Standard tools consist of the following: • Air and oil filter: • Instruction manual/part list: • Battery Charger • Automatic Transfer Switch 	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Adjustable wrench</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td style="padding-left: 20px;">Socket wrench</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td style="padding-left: 20px;">Mechanical plier</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td style="padding-left: 20px;">Long nose plier</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td style="padding-left: 20px;">Phillip screw driver</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td style="padding-left: 20px;">Screw driver</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 pc</td> </tr> <tr> <td colspan="3" style="padding-top: 10px;">3 sets</td> </tr> <tr> <td style="padding-left: 20px;">FOD Copy</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1 set</td> </tr> <tr> <td style="padding-left: 20px;">Branch Copy</td> <td></td> <td style="text-align: right;">1 set</td> </tr> <tr> <td colspan="3" style="padding-top: 10px;">One (1) brand new unit Automatic Transfer Switch (ATS) magnetic contactor rated amperes (base on the capacity of genset to be supplied), 250 Volts with NEMA 5 enclosure.</td> </tr> </table>	Adjustable wrench	-	1 pc	Socket wrench	-	1 pc	Mechanical plier	-	1 pc	Long nose plier	-	1 pc	Phillip screw driver	-	1 pc	Screw driver	-	1 pc	3 sets			FOD Copy	-	1 set	Branch Copy		1 set	One (1) brand new unit Automatic Transfer Switch (ATS) magnetic contactor rated amperes (base on the capacity of genset to be supplied), 250 Volts with NEMA 5 enclosure.		
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iii. DELIVERY ADDRESS AND PERIOD

Delivery Address	Delivery Period
Junction Luna, Libertad, Abulug Cagayan	<p>Purchase shall be awarded in Purchase Order (PO) and the delivery, installation, testing and commissioning of the unit, shall be completed within thirty (30) calendar days upon receipt of Notice to Deliver, Install, Test and Commission from DBP.</p> <p>Certificate of Acceptance (COA) shall be issued upon delivery, installation, testing and commissioning of genset unit.</p>

IV. LIQUIDATED DAMAGES

When the Supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the Supplier shall be liable for damages for the delay and shall pay DBP liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by DBP.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the DBP shall rescind the Contract, without prejudice to other courses of action and remedies open to it.

V. WARRANTY AND RETENTION

1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models except when the technical specifications required by DBP provides otherwise.
2. The Supplier further warrants that all Goods supplied under this Contract shall be free from defects.
3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period of one (1) year. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least five percent (5%) of the final payment, or a special bank guarantee equivalent to at least five percent (5%) of the Contract Price or other such amount if so specified. The said amounts shall only be released after the lapse of the warranty period of one (1) year; provided, however, that the Goods delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
4. DBP shall promptly notify the Supplier in writing of any claims arising under this warranty (Notice of Defects). Upon receipt of such notice, the Supplier shall, within the period of ten (10) calendar days and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Bank.
5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified, the Bank may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Bank may have against the Supplier under the Contract and under the applicable law.
6. The Supplier shall shoulder the Insurance coverage while in transit until the goods are delivered to the final destination.

VI. PAYMENT

One time, full payment shall be issued upon complete delivery, installation, testing and commissioning of genset unit.

Note: The winning bidder/supplier must open an account with DBP after the receipt of Notice of Award.

VII. GENERAL CONDITIONS

1. Installation shall be closely coordinated with the staff of the DBP Branch representative to ensure that the same will not affect the operations of the Bank.
2. The Supplier shall be fully responsible for the safety of its personnel and clearly understands and agrees that no employer-employee relationship shall exist between the supplier's work force and the DBP.

Any damage caused by supplier or its personnel to any property of DBP or injury or death to a third party shall be their sole responsibility shall pay the cost or shoulder the burden thereof.

3. The DBP shall be free and made harmless from any, and all kind of claims, damages, liabilities arising from the supplier's mishandling of the genset and or injuries of its personnel.

VIII. DOCUMENTARY REQUIREMENTS TO SUBMIT TO DBP

1. Certificate signed by the supplier or supplier's authorized representative stating the following:
 - a) The brand and model number of the genset being purchased;
 - b) That the manufacturer of the generating set engine drive being supplied is an Original Equipment Manufacturer
2. Brochure and/or Technical Data Sheet for the exact brand and model number being purchased. (*Note:* The supplier cannot change the brand and model number as purchased by the Bank)
3. Valid/current Certificate issued by the manufacturer certifying that supplier is an authorized distributor/reseller of the brand being carried, and has the capability to provide after sales services and/or technical support with regard to the Generator Set to be purchased.

Prepared By:


MARVIN ANTHONY D. LUCAS
PDO II, Project & Contracts Mgt. Unit

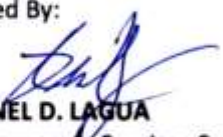

ENGR. JUDE MATTHEW V. MERINO
PDO I, Project & Contracts Mgt. Unit

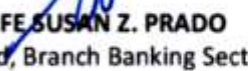
Recommended By:


VP ROMEO A. AGUILAR
Head, Construction & Facilities Mgt. Dept.


SAVP MARIA DOLORES C. GUEVARA
Head, BBG-Northern Luzon

Approved By:


EVP BENEL D. LAGUA
Head, Corporate Services Sector


EVP FE SUSAN Z. PRADO
Head, Branch Banking Sector



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 and Terms of Reference, hereunder is our quotation for the items as follows:

Description	Qty	Unit	Unit Cost	Total Price
Supply, Delivery, Installation, Testing and Commissioning of 37.5 KVA Power Generating Set for Abulug Branch of the Development Bank of the Philippines	1	Set		
			TOTAL	
Amount in words				

The above-quoted price is inclusive of applicable taxes.

Attached to this quotation are the following documents:

1. Certificate signed by the supplier or supplier's authorized representative stating the following:
 - a) The brand and model number of the genset being purchased;
 - b) That the manufacturer of the generating set engine drive being supplied is an Original Equipment Manufacturer
2. Brochure and/or Technical Data Sheet for the exact brand and model number being purchased. (Note: The supplier cannot change the brand and model number as purchased by the Bank)
3. Valid/current Certificate issued by the manufacturer certifying that supplier is an authorized distributor/reseller of the brand being carried, and has the capability to provide after sales services and/or technical support with regard to the Generator Set to be purchased.

Name of Company / Business	:	
Address of Company	:	
Name of Owner / Authorized Representative	:	
Signature	:	
Contact Number	:	