Development Bank of the Philippines

REQUEST FOR QUOTATION

September 22, 2021
Date

Sir/Madame:

Please quote your lowest price on the items as specified below with an approved budget of P65,806.70 and submit your quotation signed by your representative not later than September 30, 2021.

Thank you.

FROM:

JANE B. ERA
Centralized Branch Accounting Specialist

CONDITIONS OF THE CONTRACT:

1. Quotation shall include fees, taxes, and other charges.
2. Please enclose the requested quotation in a sealed envelope and submit the same, on this address: Ground Floor, DBP Building, Roxas East Avenue, General Santos City or send via e-mail jbera@dbp.ph **on or before September 30, 2021.**
3. The Supplier/Contractor shall ensure that the services to be rendered are in accordance with the scope required.
4. The Supplier/contractor in consideration of the payment to be made by DBP of the sum of money hereinafter specified binds itself to pay, furnish, install and complete any and all necessary permits, materials, labor, tools, equipment, supplies, utilities, transportation, superintendence, supervision and other facilities for the satisfactory performance for the supply of equipment to the Development Bank of the Philippines.
5. DBP may terminate / cancel the PO when the Supplier/ Contractor fails to deliver, perform and comply with its obligation as required for in the contract.
6. The Supplier/Contractor shall be fully responsible for the safety of his men and clearly understands and agrees that no employer-employee relationship shall exist between the Contractor's men and DBP. Any damaged caused by Contractor or its personnel to any property of DBP or injury or death to a third party shall be the sole responsibility of the Contractor and the later shall pay the costs or shoulder the burden thereof.
7. The DBP shall be free from any kinds of claims, damages, liabilities or courses of action in the event the Supplier/Contractor violates any terms and conditions hereof.
8. Delivery Period: The Supplier shall deliver the items within fourteen (14) calendar days after receipt of the NTP/PO.
9. DBP reserves the right to reject any and all quotations, to waive any defect in them and to award to the bidder whose price quotation is deemed most advantageous to the Bank.

PAYMENT:

1. Payment shall be processed after completion of delivery subject to complete documents for payment (e.g. Billing Statement / Statement of Account, Certification of Completion / Acceptance). Issuance of manager's check will be the mode of payment and payment processing will be a maximum of 30 days or as indicated in the Purchase Order.
2. For every day delay, 1/10 of 1% of the price of undelivered quantity shall be deducted from the payment, in case the Supplier fails to deliver the items on time.

OTHER REQUIREMENTS:

Interested Suppliers/Contractors must submit the following prior to awarding of contract:

1. PhilGEPS Certificate or PhilGEPS Registration number
2. Valid/ current Mayor's / Business Permit
3. BIR Certificate of Registration

For any queries, please feel free to contact the following:

1. Jane B. Era- CP#09088129986

ITEM QTY	UNIT	A R T I C L E S / D E S C R I P T I O N	UNIT PRICE	TOTAL AMOUNT
1	LOT	**Proposed Drywall Partition of DBP General Santos Accounting Center**		
		Mezzanine Area, DBP Bldg., Roxas East Avenue,		
		General Santos City		

COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

CONTACT NUMBER: _____

SIGNATURE: _____