

**TECHNICAL SPECIFICATION
SHREDDER MACHINE**

I. Approved Budget for the Contract ₱ 30,000.00 (Inclusive of VAT/applicable taxes) per unit

Item	Quantity
Shredder Machine	10

II. Technical Specification

- Cutting type – Cross – cut
- Cutting speed – 20 – 15 f/m, 70 – 80mm/s
- Entry width – 230 – 240 mm
- Shred Capacity – 10 - 17 sheets
- Bin Capacity – 30L
- Power Consumption: 350 – 450 watts
- Power Supply – 220 – 240 VA, and 50/60 hertz

Features:

- Smart power – automatically shuts down when unit is idle
- Auto reverse for prevention of paper jam
- Thermal overload protection
- With paper jam protection

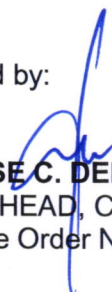
Prepared by:


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ASO – V, RMU

Reviewed by:


MGR. NOEL E. ALIMUIN
Head, RMU

Endorsed by:


AVP JOSE C. DELA FUENTE
ACTING HEAD, CFMD
Per Office Order No. 234 dated 01 July 2021



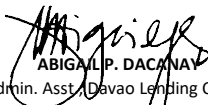
Development Bank of the Philippines

REQUEST FOR QUOTATION

Sir/Madame:

Please quote your lowest price on the items as specified below and submit your quotation signed by your representative not later than November 15, 2021.

Thank you.

FROM: 
ABIGAIL P. DACANAY
 Admin. Asst. Davao Lending Center

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: 2nd Floor, DBP Building, C.M. Recto Street, Davao City or send via e-mail davaodelsur-1c@dbp.ph on or before November 15, 2021.
3. The supplier shall ensure that the products delivered are in accordance with the specifications required by DBP. DBP has the right to reject items not according to the required specifications / model.
4. 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.
5. Delivery Period: The Supplier shall deliver the items within twenty (20) calendar days after receipt of NTP/PO.
6. Point of Delivery: 2nd floor, DBP Building, CM Recto St., Davao City
7. 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. ABIGAIL P. DACANAY, apdacanay@dbp.ph, 222-34-77

ITEM QTY	UNIT	ARTICLES / DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
10	UNITS	HEAVY DUTY PAPER SHREDDERS		
		SEE ATTACHED TECHNICAL SPECIFICATIONS		
		BRAND:		
		INCLUSIVE OF:		
		DELIVERY OF UNITS TO DBP LENDING CENTER & DBP BRANCHES		
		ONE (1) YEAR WARRANTY ON PARTS		
		ONE (1) YEAR FREE SERVICING WHICH INCLUDES:		
		1. Repair of defective unit and any malfunctioning parts and/or accessories		
		2. Free services for inspection, cleaning and/or troubleshooting as needed		
		3. Replace units with persistent similar errors within the warranty period		
		MODE OF PAYMENT: MANAGER'S CHECK; One-time full payment shall be		
		made after the complete delivery of the units as indicated in the Purchase Order		

COMPANY NAME:	_____
ADDRESS:	_____
CONTACT PERSON:	_____
SIGNATURE:	_____
CONTACT NUMBER:	_____

PLEASE INCLUDE BROCHURE WITH TECH SPECS OF QUOTED ITEM