

# REQUEST FOR QUOTATION

You are invited by the Development Bank of the Philippines to submit a tender for **POWERWARE UPS SYSTEM MAINTENANCE AND SUPPORT**.

**Approved Budget for the Contract:** ₱700,000.00 inclusive of all taxes and other charges.

1. Please quote your lowest price based on the attached specifications
2. **Submitted quotations must be duly signed by the vendor's representative and must be sent to the BAC Secretariat not later than 04:00 P.M. of 10 December 2021.**
3. All quotations must be inclusive of all taxes and other charges.
4. Kindly refer to the attached Terms of Reference (TOR).

## TERMS AND CONDITIONS:

1. All entries must be type written.
2. **All suppliers/vendors are mandated to register with the PhilGEPS and provide a PhilGEPS Registration number as a condition for award of the contract.**
3. Other documentary requirements for each vendor shall be as follows;

- Mayor's/Business Permit;
- Income/Business Tax Returns

### AND

- (1) For suppliers/vendors whose representatives are the official signatory of the documents/requirements: ***please submit a duly notarized Omnibus Sworn Statement***  
OR  
(2) 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	Duly notarized Secretary's Certificate
<u>AND</u>	<u>AND</u>
Duly notarized Omnibus Sworn Statement	Duly notarized Omnibus Sworn Statement

\*For inquiries, you may reach the BAC Secretariat on the contact nos. provided below:

### DBP Bids and Awards Committee Secretariat

6/F Operations Sector, DBP Head Office  
Sen. Gil J. Puyat corner Makati Avenues, Makati City  
(+632) 818-9511 to 20 local 2610 or 2606  
email: [bacsecretariat@dbp.ph](mailto:bacsecretariat@dbp.ph)

## Powerware UPS System Maintenance and Support

### TECHNICAL SPECIFICATIONS

#### I. BACKGROUND

An Uninterruptible Power Supply (UPS) is a device that supplies power to computers and peripherals during short power outages and allows systems to safely shutdown during prolonged blackouts.

#### II. PERIOD COVERAGE

The project shall cover one (1) year Powerware UPS System Maintenance and Support covering the period January 29, 2022 to January 28, 2023.

#### III. VENDOR REQUIREMENTS

1. BAC Documentary Requirements in compliance to the Government Procurement Law as per latest Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) NO. 9184 under Section 33.9.
  - a. Valid and Current PhilGEPS Registration Number
  - b. Updated Business or Mayor's Permit
  - c. Updated and Notarized Omnibus Sworn Statement
  - d. Updated and Notarized Secretary's Certificate
  - e. Updated Letter or Certificate that the vendor is an exclusive authorized service provider of Eaton UPS in the Philippines
2. Vendor must open/maintain a Savings Deposit Account with DBP where payments shall be credited within 15 calendar days from DBP's receipt of original copy of the Official Receipt (OR) and issuance of Certificates of Acceptance and Payment.
3. *Should and only if the Parties agree on One-Time Payment of the Contract Price after execution of the Contract, within 5 working days from the Vendor's receipt of the Notice to Proceed (NTP), the Vendor shall deliver to DBP a notarized Letter of Credit (LC) or Certificate of Cover or Guaranty, indicating its unconditional and indivisible undertaking to provide the necessary fixes/ patches and/or resolve all Application-related concerns and issues for the duration of the Contract Term, accompanied by an Irrevocable Letter of Credit (LC) or Bank Guarantee issued by a Universal Bank or Commercial Bank equivalent to the amount of the Contract Price, which shall remain valid until after the expiration of the Contract.*

#### IV. MAINTENANCE AND SUPPORT SERVICES COVERAGE

1. Maintenance service to be provided shall be inclusive of labor and replacement parts necessary to keep the equipment in good operating condition.
2. The vendor shall provide monthly regular preventive maintenance to the equipment. Quarterly individual battery testing. Semi-annual Infrared Thermal Scanning of UPS Input and Output Breakers, transformers and batteries. Power Quality Monitoring depending on DBP's electrical system condition.

*[Handwritten initials/signature]*

**Technical Specifications**  
**Powerware UPS System Maintenance and Support**

3. Remedial maintenance service shall be 8:00 AM to 5:00 PM during Monday to Saturday.
4. Emergency maintenance service shall be 24X7 inclusive of holidays for all sites. Response time of two (2) to four (4) hours upon receipt of service call. Response time during natural calamities is within forty-eight (48) hours.
  - a. Perform standard, physical checking of electrical connections, taking of electrical measurements and relevant activities on the UPS, to ensure that it stays in good operating condition, as well as to reduce the possibility of mechanical failure.
  - b. Repair or replace immediately the faulty parts that caused malfunction. The replacement of the faulty parts shall be new standard parts components of equal/equivalent to new parts in performance. Parts are guaranteed on stock.
5. Provision of service unit deployment is within forty-eight (48) hours if in case the vendor cannot repair the unit within twenty four (24) hours.

**V. APPROVED BUDGET**

The Approved Budget for the Contract (ABC) is ₱700,000.00 VAT inclusive.

**VI. PAYMENT**

DBP shall pay the corresponding contract price every quarter to the Vendor via credit to its deposit account within Fifteen (15) calendar days from receipt of the Vendor's official receipt and the issuance by DBP of the Certificate of Acceptance, as well as the submission of the documentary requirements as enumerated under this Technical Specifications, if any, subject to the usual government audit/accounting/procurement policies, provided the Vendor has generated a positive performance assessment to be conducted by DBP in accordance with established metrics.

**VII. PERFORMANCE BOND**

The Vendor is required to submit a Performance Security in any of the following Forms and Percentages:

Forms of Performance Security	Minimum Percentage (%) of Contract Price per Year
Cash, Cashier's / Manager's Check issued by a Universal or Commercial Bank	Five Percent (5%)
Bank Draft / Guarantee or Irrevocable Letter of Credit (LC) issued by a Universal or Commercial Bank; provided, however that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a Foreign Bank	
Surety Bond callable upon demand issued by a Surety or Insurance Company together with Certificate issued by Insurance Commission certifying the Surety or Insurance Company is authorized to issue such Surety bond	Thirty Percent (30%)

#### VIII. LIQUIDATED DAMAGES

In case the vendor is unable to comply with the terms and conditions of the Agreement or fails to satisfactorily deliver the Services on time because of reasons solely attributable to the Vendor, inclusive of duly granted time extensions, if any, the Vendor shall, without prejudice to DBP or other remedies under the Agreement and under the applicable law, be liable by way of liquidated damages in the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance, which cost of unperformed portion shall be determined based on a computation to be agreed upon by the Parties. Once the amount of liquidated damages reaches ten percent (10%), the Client may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.

#### IX. OGCC REVIEW

The parties agree to supplement/amend/restate the agreement, including all its amendments/supplements, to incorporate the comments/revisions, if any, of the Office of the Government Corporate Counsel, with effect from the date of signing thereof.

Recommended by:

  
ROBERT D. CALIMLIM  
Senior Manager

  
ANABELLE M. ESTRELLA  
Senior Assistant Vice President

Approved by:

  
JOSE MARIE A. BONTO  
Vice President