

Development Bank of the Philippines (DBP)

TECHNICAL SPECIFICATIONS

Mode of Procurement – Small Value

Supply and Delivery of various bond papers

I. Approved Budget for the Contract: ₱ 703,250.00 (VAT Inclusive)

II. Technical Specifications:

	Quantity	Item	Unit Price	Total Amount	Specifications
a)	200 rms	Paper, Mimeo A-4	135.00	27,000.00	<ul style="list-style-type: none"> • White wove • Size: 8.25" x 11.75", (A-4) • 70 GSM • Plain • 500 sheets/ream
b)	500 rms	Paper. Bond, Legal, Subs. 16 Yellow	170.00	85,000.00	<ul style="list-style-type: none"> • Yellow Bond Paper • Subs. 16 • Size: 8.5" x 13" • 55 GSM • 500 sheets/ream
c)	500 rms	Paper, Bond, Legal, Subs.16 White	125.00	62,500.00	<ul style="list-style-type: none"> • White Bond Paper • Subs. 16 • Legal Size 8.5" x 13" • 55 GSM • 500 sheets/ream
d)	1,500 rms	Paper, bond, A-4, Subs.16 Yellow	160.00	240,000.00	<ul style="list-style-type: none"> • Yellow Bond Paper • Subs. 16 • Size: 8.25" x 11.75" (A4) • 55 GSM • 500 sheets/ream
e)	200 rms	Newsprint A-4	105.00	21,000.00	<ul style="list-style-type: none"> • Newsprint Paper • Size: 8.25" x 11.75", (A-4) • 52 GSM • Plain • 500 sheets/ream
f)	50 rms	Newsprint Legal	105.00	5,250.00	<ul style="list-style-type: none"> • Newsprint Paper • Size: 8.5" x 14" (Legal) • 52 GSM • Plain • 500 sheets/ream
g)	1,500 rms	Paper, Bond, Legal, PPC, White	175.00	262,500.00	<ul style="list-style-type: none"> • White, Multicopy • Subs. 24 • 80 GSM, Grammage tolerance: -5% • Thickness: 0.09mm (min.) • 500 sheets/ream • Legal size: 216mm x 330mm, size tolerance (± 2mm in either direction)

Note: Suppliers may quote on one and/or all items listed above.

III. Conditions of the Contract:

1. The Supplier shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not in accordance with the required specifications/model.
2. The DBP may terminate/cancel the Purchase Order (PO)/Notice to Proceed (NTP) when the Supplier fails to deliver, perform and comply with its obligation.
3. **Delivery Period:** The Supplier shall deliver the items within forty-five (45) calendar days after receipt of PO/NTP.
4. **Point of Delivery:** DBP Building, Basement, Receiving Section of the Inventory Management Unit-Procurement and Inventory Management Department (IMU-PIMD), Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City.
5. The Supplier must submit a sample of item/s being offered, for evaluation.
6. Interested Supplier/s must submit all the following:
 - a) Proposal/Quotation;
 - b) 2022 Mayor's/Business Permit;
 - c) Omnibus Sworn Statement; and
 - d) Valid/current PhilGEPS Certification with Registration Number.
7. **Warranty:** Manufacturing defects shall be corrected/replaced by the Supplier and a warranty security shall be required from the Supplier for a minimum period of three (3) months after the acceptance by DBP of the delivered items. The obligation for the warranty shall be covered by one percent (1%) of the total ABC which shall only be released after the lapse of the warranty period. Provided, however that the items delivered are free from patent and latent defects and all the conditions imposed have been fully met.


IV. Payment:

1. Payment shall be processed after completion of each delivery subject to complete documents for payment (i.e. Billing Statement/Statement of Account, as applicable).
2. Penalty charges equivalent to 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.

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