

ANNEX "A"

DEVELOPMENT BANK OF THE PHILIPPINES

TERMS OF REFERENCE

Repair of Motor Vehicle - ARMORED for DBP Masbate Branch

Mode of Procurement: Small-Value Procurement

- I. Approved Budget for the Contract: ₱ 150,000.00 (inclusive of VAT /applicable taxes)

Item	Quantity	Unit Cost	Total Cost
Repair of Motor Vehicle - ARMORED	1	150,000.00	150,000.00

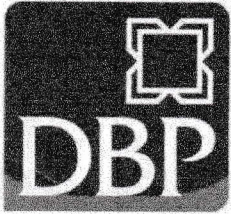
- II. Scope of Services

Perform the services prescribed below:

- Replace air-conditioning system
- Replace all L/S Bushing
- Replace in/out bearing
- Replace tie-rod end
- Replace main radiator
- Replace auxilliary radiator
- Replace hand brake cable
- Replace hand brake rubber
- Replace ball joint (upper and lower)
- Replace brake pad
- Replace water pump
- Replace rubber damper
- Inspect and repair underchassis
- Body repair and repaint

- 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 the item/s delivered were found to be defective and not in accordance with the required specifications/model.
2. 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 sixty (60) calendar days after receipt of PO.
4. Point of Delivery: DBP Masbate Branch, Danao cor Mabini Street, Masbate City.



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines

IV. Documentary Requirements:

Interested Supplier/s must submit the following:

- a. Proposal/Quotation
- b. Proof of PHILGEPS Registration
- c. 2022 Mayor's/Business Permit

V. Payment:

1. Payment shall be processed after completion of delivery subject to complete documents for payment (i.e. Billing Statement/Statement of Account, Certificate of Completion/Acceptance, if applicable).
2. For every day of 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.

Recommended by:


MA. LAILA A. PEREZ
Branch Cashier

Approved by:


EUGENE ALEJ R. ESPENILLA
Branch Head