



**REQUEST FOR QUOTATION (RFQ)**

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING  
OF TWO (2) 7.5 TR AIRCONDITIONING UNIT**

Procuring Entity : DBP Head Office  
Solicitation Number : P-CFMD-23-00035  
Date of Posting/Canvass : 03/04/2023  
Deadline of Submission : 03/08/2023 (4:00 PM)  
Approved Budget for the Contract (ABC) : ₱688,000.00

Item	Quantity	Unit Cost	Total Cost
<b>Kindly refer to the attached Technical Specifications for details and other conditions.</b>			

**Please be guided by the following:**

1. All entries in the proposal/quotation must be typewritten.
2. Price quotation must be based on the Terms of Reference (TOR) / Scope of Work/Services (SOW) / Technical Specifications (TS), as applicable and must be duly signed by the vendor’s representative.
3. Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
4. The open price quotation must include the documentary requirements (see below) and must be submitted through the email address below or to the Procurement Unit-PIMD, DBP Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. No down-payment or advanced payment.
6. Price quotation with incomplete documentary requirement shall not be considered for evaluation.
7. Signed copy of this RFQ by the supplier’s authorized representative should be attached with the submitted proposal.

**Documentary Requirements:**

- Proof of PhilGEPS Registration;
- Mayor’s/Business permit for the current year;
- Omnibus Sworn Statement (For ABC’s above P50K); Secretary’s Certificate (If partnership/Corporation )
- Business/Income Tax Return (For ABC’s above P500K);
- Samples/Brochure/Data Sheet, as necessary and/or other documents as specified in the TOR / SOW / TS.

For submission of proposal and any inquiry, you may contact the following personnel:

**EMMA B. CASTRO / ebcastro@dbp.ph / 8818-9511 local 2603 Direct Line: 8812-9428**

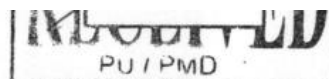
*Putting your name and signature below signifies that you have read and understood the Development Bank of the Philippines’ Data Privacy Notice (via <https://www.dbp.ph/dbp-data-privacy-notice/>) and expressly consent to the processing of your personal and/or sensitive personal information in the manner and for the purpose provided in said Notice. You understand and accept that this will include access to personal data and records submitted, which may be regarded as personal and/or sensitive personal data as provided under the Data Privacy Act of 2012.*

**Name of Company/Supplier:** \_\_\_\_\_

**Authorized Signatory:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Signature over Printed Name



DEVELOPMENT BANK OF THE PHILIPPINES  
SCOPE OF SERVICES

Supply, Delivery, Installation, Testing and Commissioning of Two (2) 7.5 TR Air-condition Unit

I. **Approved Budget for the Contract:** **P 688,000.00** (inclusive of VAT/applicable taxes)

II. **Scope of Services:**

1. Supply of labor and materials such as copper pipes, rubber insulation, electrical wires, circuit breakers, flexible conduit, PVC pipes.
2. Supply of consumable items such as Freon Gas, oxy-acetylene and welding tools and materials.
3. Fabrication of plat forms.
4. Installation of brand new Air-conditioning Units.
5. Flushing the system using nitrogen.
6. Leak testing, vacuuming and charging of Refrigerant.
7. Technical supervision start up and commissioning.

II. **Technical Specification:**

Item	Quantity	Specifications	Total Cost
7.5 TR Air-condition Unit	2 unit	floor Mounted 220-230V, 3 PH, 60 HZ, R 410A, Nominal Cooling – 84,400 KJ/Hr, Power Consumption – 3,200W, EER-10.6 KJ/W-Hr, 2,600 cfm	P 688,000.00

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 according to the required specifications.
2. The DBP may terminate/cancel the Purchase Order (PO) when the supplier fails to deliver, perform and comply with its obligation.
3. **Delivery Period:** The Supplier shall deliver the items within fifteen (15) calendar days after receipt of Notice to Proceed (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. **Warranty:** In order to ensure manufacturing defects shall be corrected by the Supplier, a warranty security shall be required from the Supplier for a minimum period of **One (1) Year on parts and services, Five (5) Years on compressor** after the acceptance by DBP of the delivered items. The supplier is required to provide retention money equivalent to 1% of the total contract price. The retention money shall only be released after one (1) year after issuance of Certificate of completion/Acceptance while the remaining warranty period shall be covered by a paper warranty. Provided, however that the items delivered are free from patent and latent defects and all the conditions imposed have been fully met.

IV. **Requirements prior to Submission of Proposal:**

Interested Supplier must conduct an ocular inspection prior submission of Proposal/Quotation

V. **Documentary Requirements:**


Interested Supplier/s must submit the following:

- a. Proposal/Quotation
- b. Proof of Philgeps Registration.
- c. 2023 Mayor's/Business Permit
- d. Omnibus Sworn Statement
- e. Income/Business Tax Return

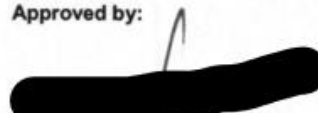
V. **Payment:**

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:

  
EGNR MARK CHRISTIAN C. SEGURITAN  
Concurrent OIC of RMU  
Department Order No. 2023-17 dated Feb. 27, 2023

Approved by:

  
AVP JOSE CLEOFA FUENTE  
Acting Head, CFMD  
Per Office Order No. 276 dated 27 June 2022