

**REQUEST FOR QUOTATION**

The Development Bank of the Philippines (DBP), through its Regional Bids and Awards Committee – Northern Luzon, will undertake a Small Value Procurement for the “*Supply and Delivery of Two Units Electronic Typewriters*” in accordance with Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

The details of the projects/activities/programs are as follows:

Name of Project:	Supply and Delivery of Two Units Electronic Typewriters for the following ward Branches under BBG-Northern Luzon:	
	Branch	No. of Units
	Urdaneta	1
	Vigan	1
	Total	2
Area of Delivery & Installation:	Branch	Address
	Urdaneta	Unit 110 - 112 Magic Mall, Urdaneta Annex Alexander St., Poblacion, Urdaneta City, Pangasinan
	Vigan	L. Florentino St., Barangay 1, Vigan City, Ilocos Sur
Contract Period	Twenty (20) working days upon signing of Purchase Order	
Specification:	See attached “Annex A” for complete specifications	
Approved Budget for the Contract	Seventy Six Thousand Pesos (₱76,000.00), inclusive of all taxes	

Interested suppliers are required to submit their signed Price Quotation Form (Annex “B”) on or before 3:30 P.M. of April 28, 2023. Open quotations may be submitted at DBP BBG – Northern Luzon, DBP Building, Lower Session Road, Baguio City or through email address [nlbg@dbp.ph](mailto:nlb@dbp.ph).

The project shall be awarded to the supplier/s determined to have submitted the single or lowest and responsive quotation. The proponent/s with the lowest and responsive quotation shall be required to submit to the BAC certified copies of the following documents before award of the project/contract:

1. Mayor’s / Business Permit
2. PhilGEPS Registration
3. Omnibus Sworn Statement

For inquiry, you may contact Ms. Ariane Xyrrille P. Cacho at Telephone No. (074) 442-5308.

SIGNED
MARIA DOLORES C. GUEVARA
First Vice President
Head, BBG-Northern Luzon



**TECHNICAL SPECIFICATION
ELECTRONIC/ELECTRIC TYPEWRITER**

I. Approved Budget Cost (ABC) : Php 38,000.00 / unit

II. Specification:

- Type Carrier Type wheel/100
- Write Power 11 characters per seconds
- Scripture 10/12/15
- Line Spacing 1, 1.5, 2
- NO. of keys 45 max
- Paper Width 330mm
- Max Writing Width 229mm
- Reprint Bold space, Underline, word underline
- Automatic Paper Feed Yes
- Search without Replacement yes
- Centering yes
- Tabulators decimal tab
- Correction device Lift-off
- Manual Correction yes
- Correction memory 90 Characters
- Automatic Correction Character/word/manual
- Text Memory 128kb
- Display LCD

Note: Request quotation from prospective suppliers for evaluation on your end.

Approved by:

SIGNED

FVP MARIA DOLORES C. GUEVARA
Head, BBG-Northern Luzon



Annex B

PRICE QUOTATION FORM

The Regional Bids and Awards Committee
Development Bank of the Philippines
Branch Banking Group – Northern Luzon
Lower Session Road
Baguio City, Benguet

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Qty	Unit	Unit Cost	Total Price								
Supply and Delivery of Two Units Electronic Typewriters for the following ward Branches under BBG-Northern Luzon:	2	units										
<table border="1"> <thead> <tr> <th>Branch</th> <th>No. of Units</th> </tr> </thead> <tbody> <tr> <td>Urdaneta</td> <td>1</td> </tr> <tr> <td>Vigan</td> <td>1</td> </tr> <tr> <td>Total</td> <td>2</td> </tr> </tbody> </table>	Branch	No. of Units	Urdaneta	1	Vigan	1	Total	2				
Branch	No. of Units											
Urdaneta	1											
Vigan	1											
Total	2											
Total												
Amount in Words												

The above-quoted prices are inclusive of all costs and applicable taxes.

Name of Company

Name/Signature of Representative

Contact No.