



### REQUEST FOR QUOTATION

The Development Bank of the Philippines (DBP), through its Regional Bids and Awards Committee – Western Visayas, will undertake a Small Value Procurement for the **“Supply, Delivery, Installation, and Testing of Eight (8) Set 1KVA , Two (2) set 10KVA Uninterrupted Power Supply for DBP Iloilo Branch”** 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, Delivery, Installation, and Testing of Eight (8) Set 1KVA , Two (2) set 10KVA Uninterrupted Power Supply for DBP Iloilo Branch
Area of Delivery & Installation:	DBP Iloilo Branch, Ground Floor, Iloilo City
Contract Period	Thirty (30) calendar days upon signing of Purchase Order
Specification:	See attached “Annex A” for complete specifications
Approved Budget for the Contract	Five Hundred Thousand Two Hundred Only (₱500,200.00), inclusive of all taxes

Interested suppliers are required to submit their signed Price Quotation Form (Annex “B”) on or before 5:00 P.M. of February 14, 2024. Open quotations may be submitted at BBG Western Visayas, DBP Building, Corner South Capitol Road, Lacson Street Bacolod City or through email address [wvbg@dbp.ph](mailto:wvbg@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 (if applicable)

For inquiry, you may contact Atty. Gemma P. Ocnila at Telephone No. 02-8189511 (Local 1930) / 034-7096094.

-Original Signed-  
**AVP GEMMA P. OCNILA**  
BacSecretariat  
BBG Western Visayas

Annex A



Development Bank of the Philippines

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF EIGHT (8) SETS 1KVA, TWO (2) SETS 10KVA UNINTERRUPTED POWER SUPPLY (UPS) FOR DBP ILOILO BRANCH**

MODE OF PROCUREMENT: SMALL VALUE PROJECT PROCUREMENT (SVP)

**I. Approved Budget for the Contract:**

**FIVE HUNDRED THOUSAND TWO HUNDRED PESOS (P500,200.00), INCLUSIVE OF ALL APPLICABLE TAXES.**

DESCRIPTION	QUANTITY			Total	PRICE PER UNIT (P)	TOTAL PRICE (P)
	Iloilo Branch	Cash Center	Iloilo LC			
1. 10KVA UPS	1	-	1	2	170,100.00	340,200.00
2. 1KVA UPS	3	3	2	8	20,000.00	160,000.00
<b>TOTAL</b>						<b>P 500,200.00</b>

**II. Scope of Works / Technical Specification:**

**a) 10KVA UNINTERRUPTED POWER SUPPLY (UPS)**

Operating Voltage Range	208 – 240V
Frequency	60Hz ± 5%
Input Voltage	220 – 240V
Output Voltage	220 – 240V
Output Wave Form	Sine Wave
Input Connection	Terminal Block
Output Connection	Terminal Block
Power Factor	0.9 – 1.0 (Unity)
Battery Type	Lead Acid Battery with suspended electrolyte, Easily replaceable
Battery Voltage	16 – 20 pcs, 12V 9Ah Battery
Recharge Time	≤ 6 hours
Operating Temperature	0°C – 45°C
Storage Temperature	1°C – 45°C
Audible Noise	≤ 60DbA
Interface Port/s	RJ45 10/100 Base-T, RS232, USB
Control Panel	Multi-function LED/LCD status and control console
Audible Alarm	Yes
Emergency Power Off (EPO)	Yes
Automatic Frequency Detection	
User replaceable hot-swappable internal batteries	
Additional runtime with additional battery cabinets	
Communication Port – communication of power monitoring and control	
Multiple output possibilities	
Windows Base Configuration	
Built-in USB communication for use	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

## Annex A

Built-in enclosure signals
Emergency Power Off
Self-diagnostics

### b) 1KVA UNINTERRUPTED POWER SUPPLY (UPS)

Operating Voltage Range	208 – 240V
Frequency	60Hz ± 5%
Input Voltage	220 – 240V
Output Voltage	220 – 240V
Output Wave Form	Sine Wave
Battery Type	Lead Acid Battery with suspended electrolyte, Easily replaceable
Battery Voltage	1 – 3 pcs, 12V 9Ah Battery
Recharge Time	≤ 6 hours
Operating Temperature	0°C – 40°C
Audible Noise	≤ 58DbA
Automatic Frequency Detection	
User replaceable hot-swappable internal batteries	
Additional runtime with additional battery cabinets	
Communication Port – communication of power monitoring and control	
Multiple output possibilities	
Windows Base Configuration	
Built-in USB communication for use	
Built-in enclosure signals	
Emergency Power Off (EPO)	
Self-diagnostics	

### III. Conditions of the Contract:

1. All necessary pipes, cables, supports, enclosures and accessories shall be provided by the contractor to complete all requirements to operate the system.
2. Contractor to make sure no damages will/may occur during the installation & termination of Uninterrupted Power Supply (UPS), accessories & wires, any damages take place may be charge accordingly.
3. The Contractor must submit sample/s of materials/technical specification/shop drawing for approval by DBP before fabrication/installation. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications/model.

### IV. Delivery Period:

The project shall be completed within **THIRTY (30) calendar days** after the receipt of Purchase Order (P.O.) or Notice to Proceed (N.T.P.).

Upon completion, the Supplier shall conduct actual energization, testing and commissioning of the Uninterrupted Power Supply (UPS) before DBP Iloilo Branch personnel acceptance of the Project or issuance of Certificate of Acceptance (COA).

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

## Annex A

### V. Delivery Address/Installation Site:

DBP Iloilo Branch, I Dela Rama St., Iloilo City

### VI. Operations Manual, Training, and As-Built Plans/Drawings:

The Supplier must turn over the Uninterrupted Power Supply (UPS) accessories and manuals and must schedule and conduct orientation for DBP Iloilo Branch personnel for the maintenance and upkeep of the installed Uninterrupted Power Supply (UPS) upon completion of the project.

### VII. Warranty and After Sales:

1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models except when the Technical Specifications required by DBP provides otherwise.
2. The Supplier further warrants that all Goods supplied under this Contract shall be free from defects.
3. **Warranty coverage:** At least one (1) year warranty on parts and services upon receipt of unit/s by DBP.
4. DBP shall promptly notify the Supplier in writing of any claims arising under this warranty (Notice of Defects). Upon receipt of such notice, the Supplier shall, within the period of (10) calendar days and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Bank.

### VIII. Percentage Retention:

The obligation for the one (1) year warranty (reckoned from the date of acceptance) shall be covered by either retention money or a special bank-guarantee equivalent to five percent (5%) of the total contract amount.

### IX. Payment Terms:

1. One-time, full payment shall be issued upon completion of all works and submission of complete documents for payment (i.e. Invoice/Billing Statement, Certificate of Completion/Acceptance).
2. The winning bidder must open an account with DBP after the receipt of Purchase Order/Notice to Proceed.
3. When the Contractor fails to satisfactorily complete all works under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the Supplier shall be liable for damages for the delay and shall pay DBP liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of unperformed portions of works for each lapsed calendar day of delay until such goods are finally delivered and accepted by DBP as stated in the Revised IRR Annex E of R.A. 9184.

### X. OGCC Review:

All agreements to be executed by the parties in relation to the project/transaction shall be subject to prior review/clearance of the Office of the Government Corporate Counsel (OGCC). Accordingly, the Parties agree to supplement/amend/restate the Agreement

**Conforme:**

**Bidder's Company Name**

**Name & Signature of Authorized Representative**

**Designation** \_\_\_\_\_

## Annex A

and incorporate the additional comments/revisions which the OGCC may impose in its review/clearance Memorandum, with effect from the date of signing.

### XI. Documentary Requirements:

1. Quotation/ Proposal with brochure or data sheet
2. Current/Valid Business/Mayor's Permit
3. Proof of PhilGEPS Registration/ PhilGEPS registration number
4. Certificate / Proof of brand authorization as dealer or distributor
5. Omnibus Sworn Statement
6. Signed Request for Quotation (RFQ)

**Conforme:**

**Bidder's Company Name**

**Name & Signature of Authorized  
Representative**

**Designation** \_\_\_\_\_

**Annex B**

**PRICE QUOTATION FORM**

\_\_\_\_\_  
The Regional Bids and Awards Committee Development  
Bank of the Philippines Branch Banking Group -  
Western Visayas

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
			Business Unit	Unit Cost	
Supply, Delivery, Installation, and Testing of Eight (8) Set 1KVA , Two (2) set 10KVA Uninterrupted Power Supply for DBP Iloilo Branch	1	lot			
<b>Total</b>					
<b>Amount in Words</b>					

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

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Contact No.