



DEVELOPMENT BANK OF THE PHILIPPINES

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



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 **“Repair of DBP Laoag Branch Roof and DBP Laoag Lending Center Ceiling”** 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:	Repair of DBP Laoag Branch Roof and DBP Laoag Lending Center Ceiling
Area of Delivery	A.G. Tupaz Avenue, Brgy. 10, San Jose, Laoag City
Contract Period	Forty-five (45) calendar days upon signing of the Notice to Proceed (NTP)
Scope of Works	See attached Annex “A” for the Scope of Works (SOW), Bill of Quantities (BOQ) and Design Layout
Approved Budget for the Contract	Four Hundred Ninety Two Thousand One Hundred Seventy One & 39/100 (₱492,171.39), inclusive of all taxes.

Interested suppliers are required to submit their signed Price Quotation Form (Annex “B”) on or before 3:00 P.M. of August 9, 2024. 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. Notarized Omnibus Sworn Statement
4. PCAB License
5. Data Privacy Consent Form

For inquiry, you may contact Mgr. Luzviminda M. Buduan, AM Mylene Michelle H. Garcia or Ms. Coleen Frances L. Ramos of DBP Laoag Branch at Telephone No. (077) 772-0234; (077 772-1161, OR (077) 771-4092.

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



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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
Repair of DBP Laoag Branch Roof and DBP Laoag Lending Center Ceiling	1	lot		
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.



PROJECT : REPAIR OF DBP LAOAG BRANCH ROOF AND
DBP LAOAG LENDING CENTER CEILING
LOCATION : A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE, LAOAG CITY,
ILOCOS NORTE
SUBJECT : SCOPE OF WORKS

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (INFRASTRUCTURE)

APPROVED BUDGET FOR THE CONTRACT (ABC): FOUR HUNDRED NINETY-TWO THOUSAND ONE HUNDRED SEVENTY-ONE PESOS AND 39/100 - Php 492,171.39
(inclusive of VAT/applicable taxes)

I. SCOPE OF WORKS

The Contractor shall hold all obligations, duties and responsibilities necessary to the successful completion of the contract assigned to or be undertaken, including all labor, materials, equipment and services, other incidentals, i.e. bonds and insurance, contractor's all risk (CARL); and furnishing thereof in accordance with the drawings, specifications and all addenda prepared by DBP.

The contractor must supply or install items, materials, and products which are compliant with the certification requirements issued by the Bureau of Philippine Standards of Department of Trade and Industry (DTI-BPS).

Notes:

- Refer to working drawings and Scope of Works/Technical Specifications (Annex A).
- In case of discrepancies between the working drawings and Scope of Works/Technical Specifications, the Contractor shall coordinate, verify and confirm with DBP before proceeding with the works.

II. WORKS REQUIREMENTS/CONDITIONS

1. The Contractor must comply with the latest DOH, DOLE and LGU health protocols on the project site.
2. The Contractor shall also pay all necessary taxes and comply with all laws and local ordinances and related government regulations in connection with the project.
3. The Contractor must complete all works within **forty-five (45) calendar days**; reckoned from receipt of Notice to Proceed (NTP) for the **REPAIR OF DBP LAOAG BRANCH ROOF AND DBP LAOAG LENDING CENTER CEILING**
4. The Contractor must adhere to the DBP Guidelines for Bank Contractors which will be discussed by DBP Security Services Department (SSD) during the pre-construction meeting.
5. The Contractor shall designate or employ a Safety Officer (SO1 Category) to monitor and inspect any health or safety aspect of the construction with the participation of supervisors and workers per DOLE D.O. No.198 s.2018.

6. The Contractor shall designate or employ a full-time project coordinator that will supervise on-site works and activities.

7. Other terms, regulations and conditions shall follow the Revised IRR of R.A. 9184.

III. WARRANTY

- One (1) year warranty on defects liability shall be issued upon acceptance of items by DBP.
- Three (3) years warranty on waterproofing at balcony and firewall. The remaining two (2) years warranty shall be covered by paper warranty.

IV. RETENTION MONEY

The obligation for the one (1) year warranty (reckoned from the date of completion) shall be covered by either retention money or special bank-guarantee equivalent to ten percent (10%) of the total contract amount.

V. PERFORMANCE SECURITY

To guarantee the faithful performance of obligations, the winning contractor is required to post within ten (10) calendar days from receipt of Notice of Award, a performance security (to expire upon completion of the project) in any of the following forms and percentages:

Forms of Performance Security	Minimum % of Contract Price
Cash, cashier's/manager's check issued by a Universal or Commercial Bank.	Ten Percent (10%)
Bank draft/guarantee or Irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal of Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

VI. DOCUMENTARY REQUIREMENTS

1. Valid Mayor's Permit
2. Proof of PhilGEPS Registration
3. Valid Philippine Contractors Accreditation Board (PCAB) License:

Classification	: B – General Building
Minimum License Category	: D
Size Range	: Small B

4. Omnibus Sworn Statement with Secretary's Certificate

5. Detailed financial/bill of quantities (BoQ) of the project (Soft copy to be provided separately).

VII. PAYMENT TERMS

ONE-TIME, FULL PAYMENT shall be processed after completion of the project subject to submission of following complete documents:

- Letter of Request for Payment
- Statement of Work Accomplishment
- Contractor's Affidavit
- Project Pictures

VIII. LIQUIDATED DAMAGES

Once the contract duration expires, including any time extension duly granted, and the Contractor refuses or fails to satisfactorily complete the work, DBP shall impose upon the Contractor in default liquidated damages. Liquidated damage is an amount equal to at least one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the works for every day of delay.

In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the DBP has the following options:

- a. Terminate the contract pursuant to the Guidelines on Termination of Contract and forfeit the erring Contractor's performance security.
- b. Allow the Contractor to continue the works without prejudice to the continued imposition of liquidated damages until the works have been completed. This does not, however, preclude the DBP in resorting to Termination of Contract under Annex I of the 2016 revised IRR of RA No. 9184.

-end-

Recommended by:

SIGNED

MGR. ERICK M. VALIDO

Acting Head, PCMU-Luzon Team

(Per Officer Order No. 297 dated 29 June 2023)

Approved by:

SIGNED

MGR. MICHAEL ANTOLIN F. CANCIO

Concurrent OIC, CFMD and Head, PCMU

(Per Sector Order No. 561 dated 12 October 2023)

REPAIR OF DBP LAOAG BRANCH ROOF AND DBP LAOAG LENDING CENTER CEILING

Project Name

A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE, LAOAG CITY, ILOCOS NORTE

Project Location

BILL OF QUANTITIES												
ITEM NO.	DESCRIPTION	QTY.	UNIT	LABOR & MAT'L'S DIRECT COST	MARK-UP OCM	PROFIT	TOTAL MARK-UP % VALUE		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
1	GENERAL REQUIREMENTS											
1.1	Construction health and safety program	1	lot	33,237.00	-	3,323.70	10%	3,323.70	1,828.04	5,151.74	38,388.74	38,388.74
1.2	Temporary structures											
1.2.1	Temporary scaffoldings and platforms	1	lot	60,000.00	9,000.00	6,000.00	25%	15,000.00	3,750.00	18,750.00	78,750.00	78,750.00
1.3	Mobilization and demobilization	1	lot	2,623.05	-	-	0%	-	131.15	131.15	2,754.21	2,754.21
1.4	Site maintenance											
1.4.1	Site cleaning	1	lot	3,431.25	514.69	343.13	25%	857.81	214.45	1,072.27	4,503.52	4,503.52
1.4.2	Hauling/disposal	1	lot	19,200.00	2,880.00	1,920.00	25%	4,800.00	1,200.00	6,000.00	25,200.00	25,200.00
										Sub-total=	149,596.458	
2	SITE CONDITIONS											
2.1	Demolition works	1	lot	30,500.00	4,575.00	3,050.00	25%	7,625.00	1,906.25	9,531.25	40,031.25	40,031.25
2.2	Chipping works	1	lot	3,660.00	549.00	366.00	25%	915.00	228.75	1,143.75	4,803.75	4,803.75
										Sub-total=	44,835.000	
3	CONCRETE											
3.1	Concrete coring including pipe sleeve/s	1	lot	9,600.00	1,440.00	960.00	25%	2,400.00	600.00	3,000.00	12,600.00	12,600.00
										Sub-total=	12,600.000	
4	THERMAL AND MOISTURE PROTECTION											
4.1	Waterproofing											
4.1.1	Cementitious waterproofing	13.62	sqm	3,404.63	510.69	340.46	25%	851.16	212.79	1,063.95	4,468.57	328.13
4.1.2	Elastomeric paint waterproofing	220.50	sqm	88,200.00	13,230.00	8,820.00	25%	22,050.00	5,512.50	27,562.50	115,762.50	525.00
4.1.3	Application of roof sealant/adhesive	1.00	lot	8,800.00	-	880.00	10%	880.00	484.00	1,364.00	10,164.00	10,164.00
4.2	Roof accessories											
4.2.1	0.5mm thk stainless roof gutter (6")	18.9	lm	16,537.50	2,480.63	1,653.75	25%	4,134.38	1,033.59	5,167.97	21,705.47	1,148.44
4.2.2	0.5mm thk aluminum flashing	22.68	sqm	4,536.00	680.40	453.60	25%	1,134.00	283.50	1,417.50	5,953.50	262.50
4.2.3	4" stainless steel strainer (roof gutter)	7	pc/s	2,100.00	315.00	210.00	25%	525.00	131.25	656.25	2,756.25	393.75
4.2.4	4" dome stainless steel strainer (balcony)	4	pc/s	1,200.00	180.00	120.00	25%	300.00	75.00	375.00	1,575.00	393.75
										Sub-total=	162,385.289	
5	FINISHES											
5.1	Ceiling finishes											
5.1.1	Plaster and gypsum board (ceiling)	78.77	sqm	47,262.60	7,089.39	4,726.26	25%	11,815.65	2,953.91	14,769.56	62,032.16	787.50
5.2	Painting works											
5.2.1	Interior painting (ceiling)	78.77	sqm	19,692.75	2,953.91	1,969.28	25%	4,923.19	1,230.80	6,153.98	25,846.73	328.13
										Sub-total=	87,878.897	
6	PLUMBING											
6.1	Storm Drainage - Pipes and fittings											
6.1.1	4" dia PVC downspout (3m/pc)	1	pc/s	1,020.00	153.00	102.00	25%	255.00	63.75	318.75	1,338.75	1,338.75
6.1.2	6" dia PVC downspout (3m/pc)	15	pc/s	16,200.00	2,430.00	1,620.00	25%	4,050.00	1,012.50	5,062.50	21,262.50	1,417.50
6.1.3	Clean-out (6", PVC)	5	set/s	450.00	67.50	45.00	25%	112.50	28.13	140.63	590.63	118.13
6.1.4	Fittings	1	lot	2,142.00	321.30	214.20	25%	535.50	133.88	669.38	2,811.38	2,811.38
6.1.5	Consumables	1	lot	2,000.00	-	200.00	10%	200.00	110.00	310.00	2,310.00	2,310.00
6.1.6	Support/clamp	1	lot	5,000.00	750.00	500.00	25%	1,250.00	312.50	1,562.50	6,562.50	6,562.50
										Sub-total=	34,875.750	
				262,305.48						Total=	492,171.39	

Prepared by:

Reviewed by:

Noted by:

SIGNED

ARCH. LABAN C. IGNACIO
PDO III, CFMD-PCMU

SIGNED

MGR. ERICK M. VALIDO
Acting Team Head, Luzon PCMU
(Per Office Order No. 297 dated 29 June 2023)

SIGNED

MGR. MICHAEL ANTOLIN F. CANCIO
Concurrent OIC, CFMD and Head, PCMU
(Per Sector Order No. 561 dated 12 October 2023)



PROJECT TITLE:

**REPAIR OF DBP LAOAG
BRANCH ROOF AND
DBP LAOAG LC CEILING**

LOCATION:

A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE,
LAOAG CITY, ILOCOS NORTE

PREPARED BY:

SIGNED

ARCH. LABAN C. IGNACIO
PROJECT DEVELOPMENT OFFICER III
PCMU-CFMD

REVIEWED BY:

SIGNED

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ACTING HEAD, PCMU-LUZON TEAM
(PER OFFICE ORDER NO. 297 DATED 29 JUNE 2023)

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MGR. MICHAEL ANTONIN F. CANCIO
HEAD, PCMU

RECOMMENDED BY:

SIGNED

FVP MARIE CIELO T. VERAN
CONCURRENT OIC, PFMG
(PER SECTOR ORDER NO. 460 DATED 11 SEPTEMBER 2023) &
CONCURRENT OIC, CFMD
(PER OFFICE ORDER NO. 373 DATED 5 SEPTEMBER 2023)

CONFORME/APPROVED FOR IMPLEMENTATION:

SIGNED

SM MARIO A. TORREFRANCA
HEAD, BMPU-PFMG

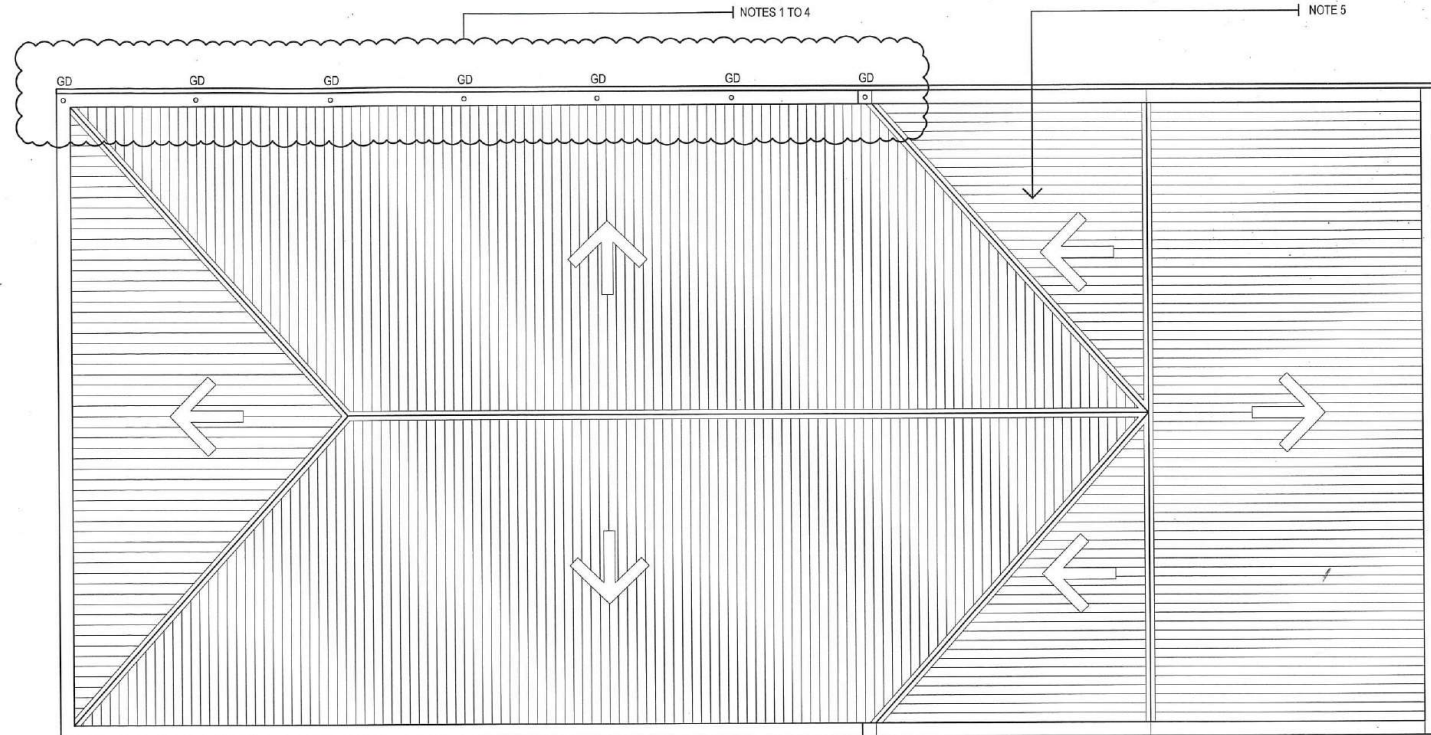
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SHEET CONTENTS:

ROOF PLAN
GUTTER DETAILS
NOTES

SHEET NO:

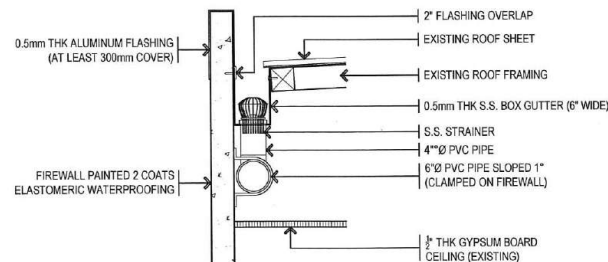
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NOTES:

1. EXISTING GUTTER FOR REPLACEMENT
2. EXISTING FLASHING FOR REPLACEMENT
3. FOR INSTALLATION OF STRAINER ON GUTTER DRAIN
4. FOR UPGRADING OF EXISTING STORM DRAINAGE SYSTEM
5. ROOF HOLES FOR RECTIFICATION

1 ROOF PLAN
SCALE 1:100 MTS



2 GUTTER DETAILS
SCALE 1:20 MTS



PROJECT TITLE:

**REPAIR OF DBP LAOAG
BRANCH ROOF AND
DBP LAOAG LC CEILING**

LOCATION:

A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE,
LAOAG CITY, ILOCOS NORTE

PREPARED BY:

SIGNED

ARCH. LABAN C. IGNACIO
PROJECT DEVELOPMENT OFFICER III
PCMU-CFMD

REVIEWED BY:

SIGNED

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ACTING HEAD, PCMU-LUZON TEAM
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RECOMMENDED BY:

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CONCURRENT OIC, PFMG
(PER SECTOR ORDER NO. 490 DATED 11 SEPTEMBER 2023) &
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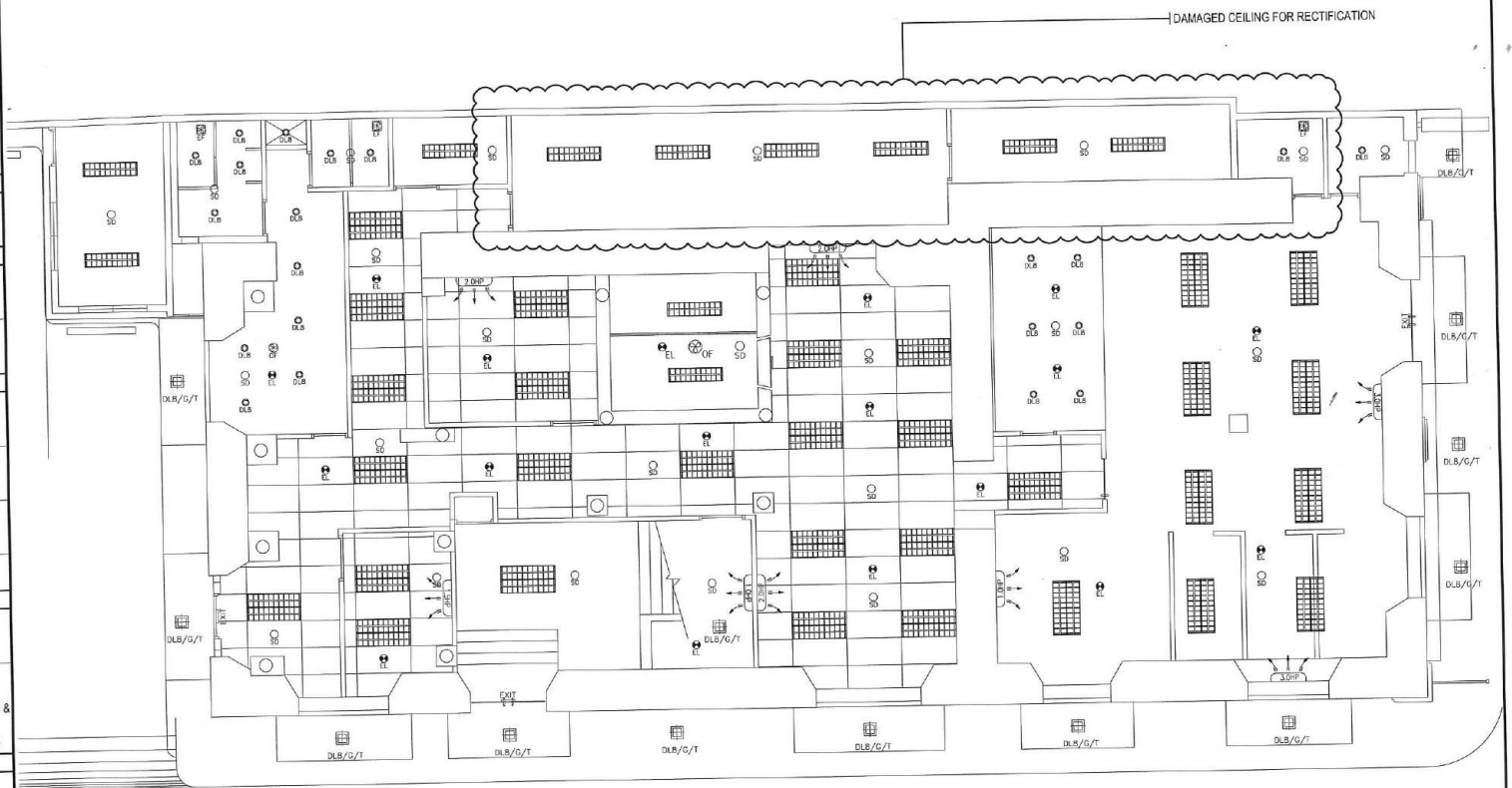
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SHEET CONTENTS:

G/F REFLECTED CEILING PLAN

SHEET NO:

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GROUND FLOOR REFLECTED CEILING PLAN

SCALE

1:100

MTS



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VERSION 1 - 12 SEPTEMBER 2023

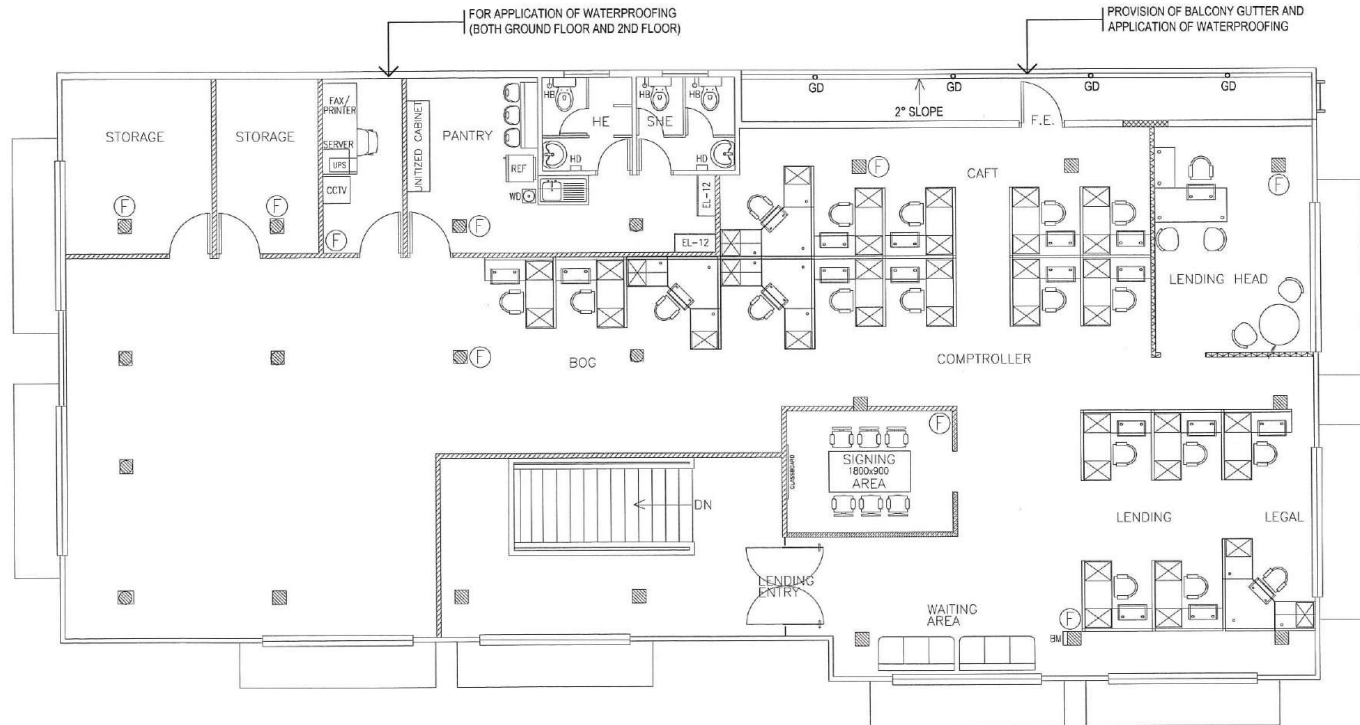
SHEET CONTENTS:

SECOND FLOOR PLAN

SHEET NO:

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A-3

SECOND FLOOR PLAN

SCALE 1:100 MTS



PROJECT TITLE:

REPAIR OF DBP LAOAG
BRANCH ROOF AND
DBP LAOAG LC CEILING

LOCATION:

A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE,
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PREPARED BY:

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DATE ISSUED:

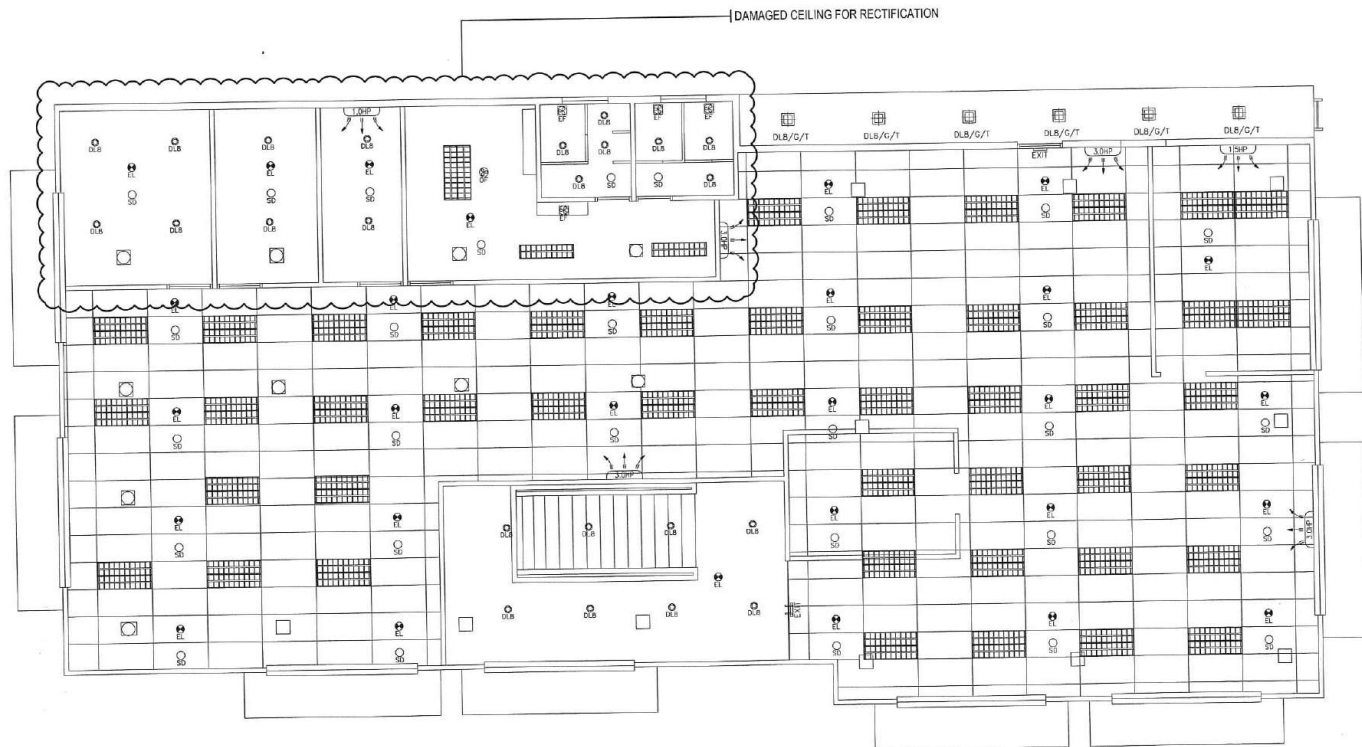
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SHEET CONTENTS:

2/F REFLECTED CEILING PLAN

SHEET NO:

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SECOND FLOOR REFLECTED CEILING PLAN

SCALE

1:100

MTS



PROJECT TITLE:

REPAIR OF DBP LAOAG
BRANCH ROOF AND
DBP LAOAG LC CEILING

LOCATION:

A.G. TUPAZ AVENUE, BRGY. 10, SAN JOSE,
LAOAG CITY, ILOCOS NORTE

PREPARED BY:

SIGNED

ARCH. LABAN C. IGNACIO
PROJECT DEVELOPMENT OFFICER III
PCMU-CFMD

REVIEWED BY:

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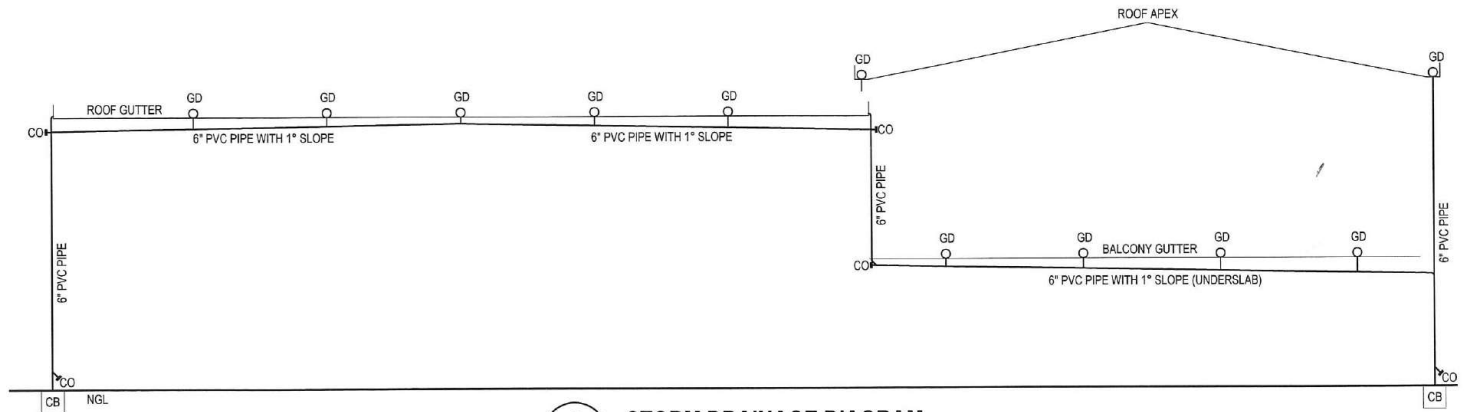
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STORM DRAINAGE DIAGRAM

SHEET NO:

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STORM DRAINAGE DIAGRAM

SCALE 1:100 MTS