

**DEVELOPMENT BANK OF THE PHILIPPINES**

**SUPPLY, DELIVERY AND INSTALLATION OF MAIN GLASS DOOR AT  
DBP CATARMAN BRANCH**

**APPROVED BUDGET FOR THE CONTRACT (ABC): NINETY-EIGHT THOUSAND FIVE  
HUNDRED THIRTY-ONE PESOS AND 59/100 (P98,531.59)**

**I. TECHNICAL SPECIFICATION:**

1. 12mm thick clear tempered glass door panel on polished stainless steel patch fitting locks and hinges with clear security film 8mils
2. Stainless steel finish mid and bottom locks
3. 1500 mm long stainless steel H-type handle 32mm diameter
4. Complete door decals (see attached design)

**II. SCOPE OF WORKS:**

1. Clearing and Mobilization
2. Dismantling of door including old lockset and hinges
3. Installation of new frameless glass door complete with accessories and decals
4. Realignment of door
5. Demobilization

**III. CONDITIONS OF THE CONTRACT:**

1. The Supplier shall hold all obligations, duties and responsibilities necessary for the successful completion of the contract assigned or to be undertaken, including all labor, materials, equipment and services, other incidentals and furnishings thereof in accordance with the drawings, specifications and all addenda prepared by DBP.
2. The Supplier shall secure and pay all required permit fees, licenses and taxes with no additional costs to DBP and comply with all laws and local ordinances and related government regulations in connection with the project.
3. The DBP may terminate/cancel the Purchase Order (PO) when the Supplier fails to deliver, perform and comply with its obligation.
4. **Delivery Period:** The Supplier shall complete the delivery and installation of the glass door panel within twenty (20) calendar days after receipt of Notice to Proceed (NTP).
5. **Point of Delivery:** J.P. Rizal St., Barangay Lapu-Lapu, Catarman, Northern Samar.
6. **Warranty:** One (1) year warranty upon acceptance of items by DBP.
7. **Retention:** The obligation for the six (6) months 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. The remaining warranty shall be covered by paper warranty.



#### IV. DOCUMENTARY REQUIREMENTS:

Interested Supplier/s must submit the following documents:

- Proposal/Quotation
- Proof PhilGEPS Registration
- 2024 Mayor's/Business Permit
- Omnibus Sworn Statement
- Secretary Certificate (for Supplier under Partnership/Corporation)
- Signed Request for Quotation (RFQ)

#### V. PAYMENT:

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

- Project Pictures
- Delivery Receipt
- Invoice/Billing Statement
- Certificate of Completion/Acceptance (as applicable)

#### VI. LIQUIDATED DAMAGES:

When the supplier fails to satisfactorily deliver goods 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 the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by DBP. DBP need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to the supplier, or collected from any securities or warranties posted by the supplier, whichever is convenient to the procuring entity concerned. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

-end-

Recommended by:

[REDACTED]

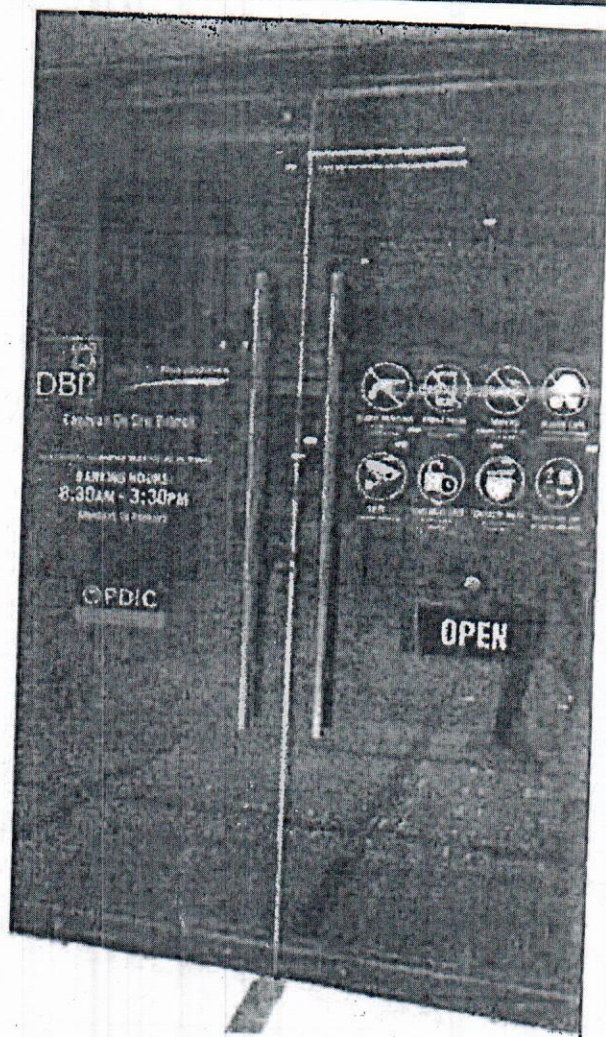
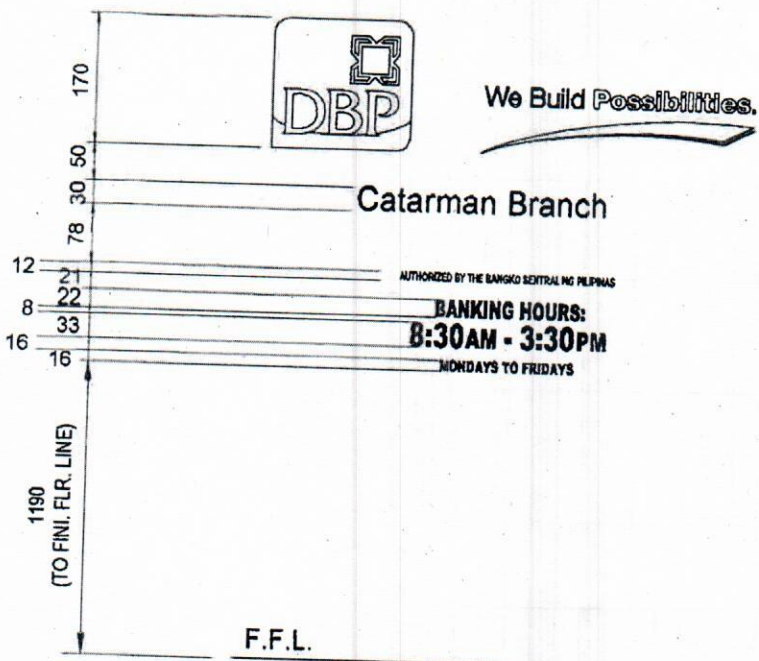
Unit or Team Head

Approved by:

[REDACTED]

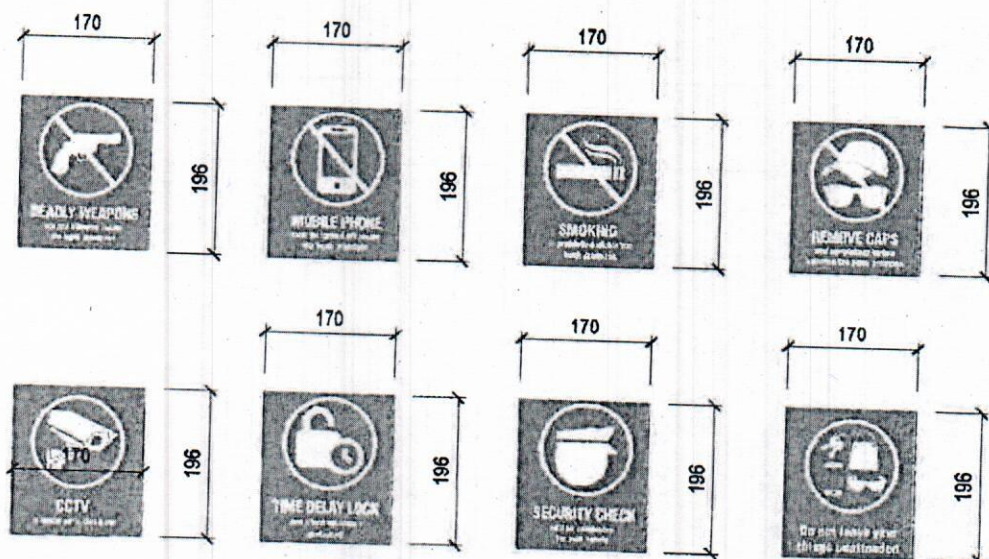
Branch Head





#### MATERIAL SPECIFICATION

1. DBP LOGO  
COMPUTER-CUT FILM TO BE INSTALLED  
AT THE FRONT OF THE GLASS DOOR PANEL.
2. COLOR
  - A. DBP LOGO - WHITE
  - B. BANKING HOURS - WHITE
3. FONT
  - DBP - FRITZ QUADRATA
  - We Build Possibilities
    - "We Build" - HELVETICA LIGHT
    - "Possibilities" - HELVETICA BOLD
  - Catarman Branch - HELVETICA BOLD



#### DECALS / STICKER (COMPUTER CUT DECALS)

### SPOT DETAIL - MAIN GLASS DOOR



ISSUE DATE:	SHEET NO:
10/03/24	A
REVISION DATE:	2
	A-2or2