



REQUEST FOR QUOTATION

Supply and Delivery of Lighting Fixtures

Procuring Entity : DBP Head Office
Solicitation Number : P-CFMD-24-00467
Date of Posting/Canvass : 11/06/2024
Deadline of Submission : 11/11/2024 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱772,800.00

Kindly refer to the attached Terms of Reference for details and other conditions.

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.

Documentary Requirements:

- Signed Formal Quotation/Proposal (using Supplier's Letterhead) with technical specifications to verify compliance with DBP requirements;
- Proof of PhilGEPS Registration;
- Mayor's/Business permit for the current year;
- Omnibus Sworn Statement [with ten (10) statements] (For ABC's above P50K);
- Secretary's Certificate as applicable for Partnership and Corporation;
- Annual Income Tax Return (ITR) – BIR Form 1702-RT [latest filed for 2023 for CY 2022] (For ABC's above P500K);
- Conformed DBP Technical Specifications (with date, name and signature of Supplier's Authorized Representative per page); and
- 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:

EDWARD M. RAZON / pimd-pu-capexteam@dbp.ph / 8818-9511 local 2603 / 0917-859-2388

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: _____

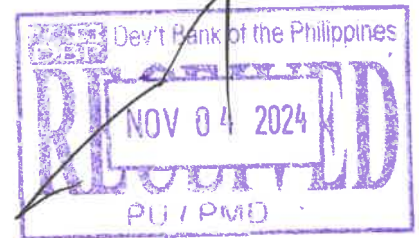
Authorized Signatory: _____

Signature over Printed Name

Date: _____

DEVELOPMENT BANK OF THE PHILIPPINES

TERMS OF REFERENCE
Supply and Delivery of Lighting Fixtures



I. **Approved Budget for the Contract: P772,800.00**(inclusive of VAT/applicable taxes)

Item and Technical Specifications	Quantity	Unit Cost	Total Cost
Lighting Fixtures			
LED Fluorescent Tube, complete with Lamp holder wiring <ul style="list-style-type: none"> T5, 8 Watts, Daylight Single Ended Connection Operating Voltage : 220V- 240V Wattage : 8 Watts Lumen : 750Lm (minimum) Color Temp. : 6500K Lamp Life : 25,000hrs (minimum) 	200 pieces	561.00	112,200.00
LED Fluorescent Tube, Complete with Lamp holder wiring <ul style="list-style-type: none"> T5, 16 Watts, Daylight Single Ended Connection Operating Voltage : 220V- 240V Wattage : 16 Watts Lumen : 1500Lm (minimum) Color Temp. : 6500K Lamp Life : 25,000hrs (minimum) 	500 pieces	750.00	375,000.00
Pinlight Fixture <ul style="list-style-type: none"> E-27, Daylight Wattage : 9 Watts Housing : White/Satin nickel Rim w/ center frosted glass cover Diameter : 6 inches Operating Voltage : 220V- 240V 	500 sets	408.00	204,000.00
Pinlight Fixture <ul style="list-style-type: none"> E-27, Warm White Wattage : 9 Watts Housing : White/Satin nickel Rim w/ center frosted glass cover Diameter : 6 inches Operating Voltage : 220V- 240V 	200 sets	408.00	81,600.00
Grand Total	Php 772,800.00		

Conformed by:

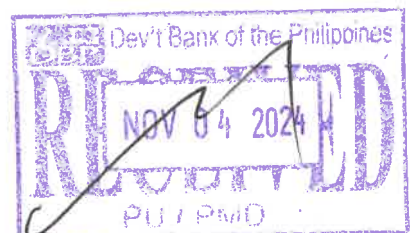
Company: _____

Signature over

Printed Name: _____

Date: _____

Handwritten signature



Notes:

- To be procured as one (1) Lot.
- Project shall be awarded to the Supplier with the lowest total offer to be procured as one (1) lot, subject to the condition that the offer amount shall not exceed the set ABC per item.
- The Brand and Model, Technical Specifications, Unit Cost, and Total Cost (per item) should be indicated in the proposal/quotation for evaluation of compliance with the DBP technical specifications.

II. Other Requirements

1. All expenses to be incurred during delivery/shipment of the Goods to DBP Head Office, Makati City shall be borne by the supplier.
2. The supplier shall supply products which are packaged in recyclable material.
3. The Supplier must submit a certification to ensure that Lighting Fixtures / LED Bulbs being offered are in conformance to the Philippine National Standards (PNS) and in compliance with the Bureau of Philippine Standard (BPS) Mandatory Product Certification Schemes whether locally manufactured or imported.
4. DBP through CFMD-RMU reserves the right to inspect or reject the Lighting Fixtures / LED Bulbs, delivered if:
 - Not in accordance with the specifications;
 - Without PS mark and/or ICC Sticker on the box/packaging and/or product itself.

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 Forty five (45) calendar days after receipt of Notice to Proceed (NTP).
4. **Point of Delivery:** DBP Building, Basement, Receiving Station of the Inventory Management Unit-Procurement and Inventory Mngt. Dept. (IMU-PIMD), Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City.
5. **Warranty:** Manufacturing defects shall be corrected/replaced by the Supplier within seven (7) calendar days and a warranty security shall be required from the Supplier for a minimum period of three (3) months after acceptance by DBP of the delivered items. The obligation for the warranty shall be covered by a retention money or special bank guarantee equivalent to one percent (1%) of the total Contract price which shall only be released after the lapse of the warranty period. Provided, however, that the items delivered are free from patent and latent defects and all the conditions imposed have been fully meet.

Conformed by:

Company: _____

Terms of Reference -Supply and Delivery of
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Signature over
Printed Name: _____

Date: _____

IV. Payment:

1. Payment shall be processed after completion of delivery subject to complete documents for payment (e.g. Billing Statement/Statement of Account, as applicable).
2. For every day of delay, 1/10 of 1% (0.001) of the price of undelivered quantity shall be deducted from the payment, in case the Supplier fails to deliver the items on time. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the PO, the DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it.

V. Documentary Requirements:

Interested Supplier/s must submit the following:

- a. Proposal/Quotation with Brochure
- b. Proof of PhilGEPS Registration
- c. 2024 Mayor's/Business Permit
- d. Omnibus Sworn Statement
- e. Secretary's Certificate (for supplier under partnership/corporation)
- f. Latest Income/Business Tax Return
- g. Signed Request for Quotation (RFQ)

Prepared by:

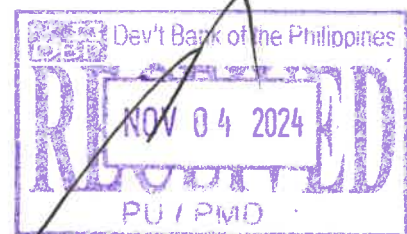
SIGNED
ENG'R. MARK CHRISTIAN C. SEGURITAN
RMU-CFMD

Recommended by:

SIGNED
ENGR EDWIN C. DIZON
Acting Head, RMU-CFMD
Per Office Order No. 264
Dated 06/27/24

Approved by:

SIGNED
SM ALBERTO SANTIAGO A. BERMEJO
Concurrent OIC, CFMD
Per Office Order No. 427 dated 10/16/24



Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____