



REQUEST FOR QUOTATION

Supply and Delivery of Lighting Fixtures

Procuring Entity : DBP Head Office
Solicitation Number : P-COMMONWEAL-24-00014
Date of Posting/Canvass : 12/10/2024
Deadline of Submission : 12/13/2024 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱249,950.00

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 brand name and 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;
- Conformed DBP Technical Specifications (with date, name and signature of Supplier's Authorized Representative per page); and
- **Copy of Certificate issued by the Bureau of Philippine Standard or copy of the downloaded list of PS Licensee from DTI/BPS website which includes the brand/model of the LED FLUORESCENT and LED BULB being offered.**

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

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

DEVELOPMENT BANK OF THE PHILIPPINES

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF LIGHTING FIXTURES

I. **Approved Budget for the Contract (ABC): Php249,950.00** (inclusive of VAT/
applicable taxes and other charges)

II. **Technical Specifications:**

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, DaylightSingle Ended ConnectionOperating Voltage : 220V- 240VWattage : 8 WattsLumen : 750Lm (minimum)Color Temp. : 6500KLamp Life : 25,000hrs (minimum)	120 pieces	680.00	81,600.00
LED Fluorescent Tube, Complete with Lamp holder wiring <ul style="list-style-type: none">T5, 16 Watts, DaylightSingle Ended ConnectionOperating Voltage : 220V- 240VWattage : 16 WattsLumen : 1500Lm (minimum)Color Temp. : 6500KLamp Life : 25,000hrs (minimum)	108 pieces	910.00	98,280.00
LED Bulb <ul style="list-style-type: none">E-27, DaylightWattage : 10 WattsLumens : 1020LmOperating Voltage : 100V- 240VLamp Life: 20,000hrs (minimum)	539 pieces	130.00	70,070.00
Grand Total		Php 249,950.00	

Conformed by:

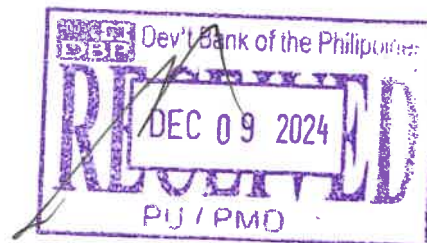
Company: _____

Signature over

Printed Name: _____

Date: _____

SUPPLY AND DELIVERY OF LIGHTING FIXTURES



Notes:

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

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/refuse delivery if items delivered are found to be defective and not in accordance with the required specifications.
2. The DBP may terminate/cancel the Purchase Order (PO) if the Supplier fails to deliver, perform and comply with its obligation.
3. **Delivery Period:** The supplier shall deliver the items within ten (10) calendar days after receipt of Notice to Proceed (NTP).
4. **Point of Delivery:**

A. Branch Addresses:

BRANCH	OFFICE/LOCATION
• BBG MM	• 2 nd FI DBP Bldg. Commonwealth Ave. Diliman Quezon City
• Alabang	• Unit 101G/F Admiralty Realty Bldg., Cor. 1101 Madrigal Business Park, Alabang-Zapote Rd. Alabang, Muntinlupa
• Antipolo	• JMK Bldg. Circumferential Rd. Cor. P Oliveros St. Brgy. San Roque, Antipolo City, Rizal
• Caloocan	• Unit 913-914 Caloocan Commercial Complex 8 th . Cor 8 th Ave, Caloocan City
• Commonwealth	• G/F DBP Bldg. Commonwealth Ave. Diliman Quezon City
• Mandaluyong	• Jo-Cel Bldg, 29 San Roque Cor. Boni Ave. Mandaluyong City
• Manila	• G/F W. Godino Bldg. 350 A. Villegas St. Ermita Manila
• Manila-Nakpil	• G/F Leticia Bldg. 1804 Taft Ave. cor. J Nakpil St. Malate, Manila
• Marikina	• 37 WRCC Bldg. Dragon St. cor. Gil Fernando Avenue, Midtown Subd. Brgy. San Roque, Marikina City
• Paranaque	• Unit 14 & 15 G/F ASEANA Power Station, Macapagal Blvd. Cor Bradco Avenue, Paranaque City
• Pasay	• Sen Gil. Puyat Ave, Pasay City
• Pasig	• Unit 102 Pacific Center Bldg No. 32, San Miguel Avenue, Ortigas, Pasig City
• Roces Ave	• 2 nd FI DBP Bldg. Commonwealth Ave. Diliman Quezon City
• San Juan	• Unit GF -1 Harmonia Center, Ortigas Avenue, Greenhills West, San Juan City
• Taguig	• G/F Unit 5, Trade and Financial Tower, 7 th Ave. Cor 32 nd St. Bonifacio Global City, Taguig City

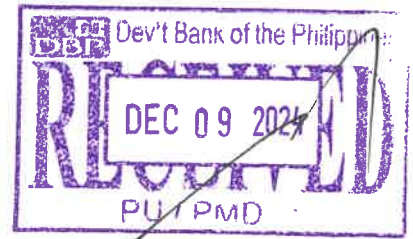
Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____



B. Distribution per Branch

	Bulb Type E-27 10 WATTS	Fluorescent Type	
		T5 16 WATTS	T5 8 WATTS
BBG-MM Office	55	0	0
Alabang	35	12	0
Antipolo	35	0	12
Caloocan	35	0	12
Commonwealth	55	0	12
Mandaluyong	35	12	12
Manila	35	12	12
Manila-Nakpil	35	12	0
Marikina	35	12	12
Paranaque	33	12	0
Pasay	30	12	12
Pasig	31	0	12
Roces Ave	30	12	0
San Juan	30	0	12
Taguig	30	12	12
	539	108	120

5. **Warranty and Retention:** Manufacturing defects shall be 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 of 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.

IV. Other Requirements:

1. All expenses to be incurred during delivery/shipment of the items to the respective DBP Branches shall be borne by the Supplier.
2. The Supplier shall provide products which are packaged in recyclable materials.
3. The Supplier must ensure that the items are brand new, and the Lighting Materials are in conformance to the Philippine National Standards (PNS) and in compliance with the Bureau of Philippine Standard (BPS) Mandatory Product Certification Schemes whether or not locally manufactured or imported.
4. DBP through concerned BBG-METRO MANILA and WARD BRANCHES reserve the rights to inspect and reject delivered Lighting Fixtures/LED Bulbs and Fluorescents, if not in accordance with the specifications.

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____

SUPPLY AND DELIVERY OF LIGHTING FIXTURES



V. 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.

VI. Documentary Requirements:

Interested Supplier/s must submit the following:

- a. Quotation/Proposal with brochure
- b. 2024 Mayor's/Business Permit
- c. Proof of PhilGEPS Registration
- d. Omnibus Sworn Statement
- e. Secretary's Certificate (for supplier under partnership/corporation)
- f. Signed Request for Quotation (RFQ)
- g. Copy of Certificate issued by the Bureau of Philippine Standard or copy of the downloaded list of PS Licensee from the DTI/BPS website which includes the brand/model of the LED FLUORESCENT and LED BULB.

Recommended by:

SIGNED

MGR. MARYKNELL R. PORCIONCULA
Technical Asst. – BBG Metro Manila

Concurred by:

(For Technical Specifications Only)

SIGNED

MGR. EDWIN C. DIZON
Acting Head, RMU, CFMD

Approved by:

SIGNED

VP LIA R. SANTOS
Head, BBG-Metro Manila

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____