



REQUEST FOR QUOTATION

Supply and Mounting/Installation of Ninety-Eight (98) pcs. Automotive Tires (Including Tire Valve Replacement and Wheel Balancing with Weighs)

Procuring Entity : DBP Head Office
Solicitation Number : P-CFMD-24-00580
Date of Posting/Canvass : 12/19/2024
Deadline of Submission : 12/23/2024 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱705,100.00

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 and model of the item being offered for evaluation of compliance with DBP technical specification;
- 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 (CY 2023) (For ABC's above P500K); and
- Signed DBP Request for Quotation Form and Conformed DBP Terms of Reference (with date, name and signature of Supplier's Authorized Representative per page)

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
Construction and Facilities Management Department**

TERMS OF REFERENCE

- I. **Supply and mounting/installation of ninety eight (98)pcs . Automotive Tires (including Tire Valve replacement and Wheel balancing with weights).**
- II. **Approved Budget: P 705,100.00 (VAT inclusive/applicable taxes and other charges)**
- III. **Technical Specifications:**

Item	SIZE	Qty.	Unit Price	Total Price
1	205/65 R15	36 pcs.	P 5,500.00	P 198,000.00
2	205/16 R16	16 pcs.	6,800.00	108,800.00
3	205/55 R17	12 pcs.	10,500.00	126,000.00
4	215/70 R16	8pcs.	7,000.00	56,000.00
5	265/65 R17	4 pcs.	10,800.00	43,200.00
6	205 R16 8PR	13 pcs.	8,700.00	113,100.00
7	195/60 R15	4 pcs.	5,000.00	20,000.00
8	7.50X15 14 PR	5 pcs.	8,000.00	40,000.00
Total:		98pcs		P 705,100.00

Note: 1: To be procured as one (1) lot.

2: The project will 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.

3: The brand and Model (if applicable). Technical Specification. Unit cost. Total cost should be indicated in the proposal/quotation for evaluation of compliance with the DBP technical specification.

IV. **Conditions of the Contract:**

- The SUPPLIER must be within Metro Manila.
- The SUPPLIER shall ensure that the items delivered are in accordance with the specification 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 specification.
- The P.O shall valid for (1) year upon receipt of Notice to Proceed (NTP) or until the consumption of total amount of Purchase Order (PO) whichever come first.

V. **Delivery/Completion Period:**

- DBP representative Mr. Andrew R. San Juan with contact number 0927-707-0858 together with the vehicle shall proceed to SUPPLIER for tire mounting/installation, balancing and tire valve replacement.
- Production Period: Must be within 1 year from the date of request by DBP.
- Scope of Services shall be performed within seven (7) calendar days after acceptance of vehicles.

VI. **Warranty:**

- Minimum One (1) year after delivery

VII. **Payment:**

- Payment shall be processed after completion of each delivery subject to complete required documents (e.g. Billing of Statement/Statement of Account, certificate of acceptance as applicable).
- For every day of delay, 1/10 of 1% of the price of undelivered quantity shall be deducted from the payment, in case the SUPPLIER fails to deliver on time.

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____

VIII. Documentary Requirements:

Interested Supplier/s must submit the following;

- a. Proposal/Quotation
- b. Proof of PhilGEPS Registration
- c. 2024 Mayor's/Business Permit
- d. Signed Request for Quotation
- e. Omnibus Sworn Statement
- f. Secretary/s Certificate (For supplier/s under Partnership or Corporation)
- g. Income/Business Tax Return

Prepared by:

SIGNED

JOEY Q. BANTANG

Administrative Services Offer-1

Recommend by:

SIGNED

ROLAND A. LLORENTE

Acting Head Transport Team, GSU-CFMD PFMG

Per Office Order No.458 dated November 19,2024

Approved by:

SIGNED

SM ALBERTO SANTIAGO A. BERMEJO

Concurrent Office-In-Charge, CFMD

Per Office Order No.458 dated November 19,2024

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____

Supply and mounting/installation of ninety eight (98) pcs. Automotive Tires (Inclusive of balancing with wheel weights and tire valve replacement) for DBP Head Office and BBG Metro Manila Branches service vehicles.