



## **REQUEST FOR QUOTATION (RFQ)**

### **Supply and Delivery of Computer Tablet, Screen Protector and Security Cable and Lock**

|  |   |                      |
|--|---|----------------------|
| Procuring Entity                       | : | DBP Head Office      |
| Solicitation Number                    | : | P-ICTSD-25-00192     |
| Date of Posting/Canvass                | : | 04/30/2025           |
| Deadline of Submission                 | : | 05/06/2025 (10:00AM) |
| Approved Budget for the Contract (ABC) | : | ₱ 601,440.00         |

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.
7. Signed copy of this RFQ by the supplier's authorized representative should be attached with the submitted proposal.

**Documentary Requirements:**

- Signed Formal Quotation/Proposal with brochure/data sheet for the brand/item being offered to prove compliance to the required technical specifications [using supplier's letterhead];
- Proof of PhilGEPS Registration;
- 2025 Mayor's/Business Permit;
- Signed DBP Data Privacy Consent Form;
- Omnibus Sworn Statement [10 statements] (*For ABC's above P50k*);
- Secretary's Certificate (for supplier under partnership/corporation); and
- Latest Income/Business Tax Return

For submission of proposal and any inquiry, you may contact the following personnel:

**MELBA V. BERMUDEZ / pimd-pu-gsteam@dbp.ph / 8818-9511 local 2636**

Name of Company/Supplier: \_\_\_\_\_

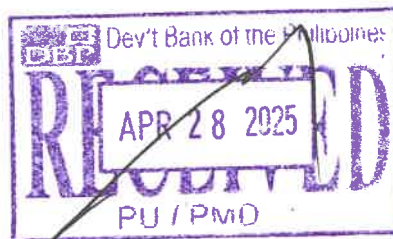
Authorized Signatory: \_\_\_\_\_ Date: \_\_\_\_\_

*Signature over Printed Name*



DEVELOPMENT BANK OF THE PHILIPPINES

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



## Development Bank of the Philippines (DBP)

### TERMS OF REFERENCE

Supply and Delivery of Computer Tablet, Screen Protector and Security Cable and Lock

#### I. Approved Budget for the Contract (ABC): **₱601,440.00** (Inclusive of VAT/applicable taxes and other charges)

| Item and Minimum Technical Specifications  | Quantity | Unit Cost  | Total Cost         |
|--|----------|------------|--------------------|
| <b>1. Computer Tablet</b>  |          |            |                    |
| <b>Network:</b> 4G LTE<br><b>Display Type:</b> IPS LCD<br><b>Display:</b> 10.1" (1920 x 1200) LCD, 320 nits display<br><b>Operating System:</b> Android 11<br><b>CPU:</b> Unisoc T610 (Octa-Core, 2 x A75 1.8 GHz + 6 x A55 1.8 GHz)<br><b>RAM:</b> 3GB<br><b>Internal Storage:</b> 32 GB<br><b>Card slot:</b> up to 512GB<br><b>Rear Camera:</b> 8MP Auto Focus<br><b>Front Camera:</b> 5MP Fixed Focus<br><b>Audio:</b> Dual speakers<br><b>Ports/Slots:</b> USB-C 2.0, MicroSD, 3.5mm audio jack<br><b>WLAN:</b> 802.11AC, 2.4 GHz & 5 GHz, Bluetooth® 5.0<br><b>Battery:</b> 5000mAh Li-ion<br><b>Inclusion:</b> USB-C 2.0 charging cable, 5V/2A Charging Adapter, Quick Start Guide, & Safety Tray pin<br><b>Warranty:</b> One (1) year | 48 pcs   | ₱11,800.00 | <b>₱566,400.00</b> |
| <b>2. Screen Protector</b>   |          |            |                    |
| Compatible with the brand/model being offered.<br><b>Material:</b> Tempered Glass<br><b>Color:</b> Clear Transparent<br><b>Warranty:</b> Three (3) months  | 48 pcs   | ₱350.00    | <b>₱16,800.00</b>  |
| <b>3. Security Cable and Lock</b>  |          |            |                    |
| <b>Cable:</b> Cut-resistant Galvanized Steel Plated Cable with alloy steel lock, twisted cable design<br><b>Length:</b> 110 cm<br><b>Diameter:</b> 0.30cm<br><b>Color :</b> Black/ Silver  | 48 pcs   | ₱380.00    | <b>₱18,240.00</b>  |

CONFORME:

Company Name

Name & Signature

Date

*fa*



## Terms of Reference

Supply and Delivery of Computer Tablet, Screen Protector and Security Cable and Lock

| Item and Minimum Technical Specifications   | Quantity | Unit Cost | Total Cost |
|---|----------|-----------|------------|
| <b>Inclusion :</b> Includes two keys as a spare and to unlock the cable with adhesive anchor mounting plate.<br><b>Warranty:</b> Three (3) months |          |           |            |

**Total: ₱601,440.00**

**Note:** 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.

## II. Delivery Period

The supplier shall deliver the items within thirty (30) calendar days after receipt of Notice to Proceed (NTP).

## III. Delivery Site

DBP Head Office Building, Basement, Receiving Section of the Inventory Management Unit - Procurement and Inventory Management Department (IMU-PIMD), Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City, Philippines.

## IV. Retention:

1. The Supplier warrants that the items supplied under the contract are free from defects, new, unused of the most recent or current model based on the approved DBP Technical Specifications.
2. The obligation of the warranty shall be covered by a retention money equivalent to 5% of the total contract price. The retention money will be released one (1) year after issuance of Certificate of Acceptance and the remaining two (2) years shall be covered by a paper warranty. Provided, however, that the units delivered are free from patent and latent defects and all conditions imposed under the contract have been fully met.
3. DBP shall promptly notify the Supplier in writing of any claims arising under this warranty (Notice of Defects). Upon receipt of such notice, the Supplier shall, within the period of ten (10) calendar days and with all reasonable speed, repair or replace the defective Goods or parts thereof, without additional cost to the Bank.

## V. Other Requirements:

1. The Supplier shall ensure that the item/s delivered are in accordance with the specification as required by the DBP. DBP has the right to reject delivery if item/s delivered are found to be defective and not according to 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.

CONFORME:

Company Name

Name & Signature

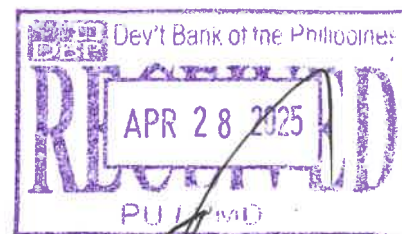
Date

## VI. Payment

1. Payment shall be processed after completion of delivery subject to submission of the complete documents for payment (e.g Invoice, Billing Statement/Statement of Account, as applicable) and issuance of Certificate of Acceptance by the end-user.
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 item/s 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.

## VII. Interested Supplier/s must submit the following:

1. Proposal/Quotation with brochure/data sheet for the brand/item being offered to prove compliance to the required technical specifications
2. Proof of PhilGEPS Registration
3. 2025 Mayor's/Business Permit
4. Signed DBP Data Privacy Consent Form
5. Omnibus Sworn Statement
6. Secretary's Certificate (for supplier under partnership/corporation)
7. Latest Income/Business Tax Return



Recommended by:

**SIGNED**

**SM Angelito V. Mortiz Jr**  
Head, Technical Support Unit

CONFORME:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name & Signature

\_\_\_\_\_  
Date

Approved by:

**SIGNED**

**SAVP Anabelle M. Estrella**  
Head, Technical Support Services Department