



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12184265
Procuring Entity DEVELOPMENT BANK OF THE PHILIPPINES - BBG - NORTHERN MINDANA
Title Supply and Delivery of Cash Safe with Time Delay Lock
Area of Delivery Lanao Del Norte

Solicitation Number:	2025 ILI 005	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Office Equipment		
Approved Budget for the Contract:	PHP 250,000.00	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:		Date Published	03/07/2025
Contact Person:	Richele S. Joloyohoy BAC Secretariat Tirso Neri St. corner Corrales Ave. Cagayan De Oro City Misamis Oriental Philippines 9000 63-088-8572088 nmbg@dbp.ph	Last Updated / Time	02/07/2025 11:43 AM
		Closing Date / Time	11/07/2025 15:00 PM
Description Kindly refer to attached Technical Specifications Other Information For additional information, please contact Ms. Nora Q. Lagrosas (Admin Assistant, DBP Iligan Branch)			

Created by Richele S. Joloyohoy
Date Created 02/07/2025

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Development Bank of the Philippines

REQUEST FOR QUOTATION

Date of Posting/Canvass : **Wednesday, July 2, 2025**
Date of Last Submission : **Friday, July 11, 2025**
Solicitation Number : **2025 ILI 005**
Procuring Entity : **DBP Iligan Branch**
Title : **SUPPLY AND DELIVERY OF CASH SAFE WITH TIME DELAY LOCK, HEAVY DUTY**

Area of Delivery : **DBP Building, Picardal Rd., Mahayahay, Iligan City**
Procurement Mode : **Negotiated Procurement - Small Value Procurement (Sec. 53.9)**
Classification : **Goods**
Category : **Office Equipment**
Approved Budget : **250,000.00**
Delivery Period : **30 days**

Item No.	Item and Description	Quantity	Unit/s	Unit Price	Total Price
1	Supply and Delivery of Cash Safe with Time Delay Lock, Big, Heavy Duty, per attached Technical Specifications	1	Lot		
	NOTHING FOLLOWS				
	Total Amount				

Please quote your lowest price on the item/s stated above, subject to the general conditions below.

(Sgd.) **AM MELVIN O. TABALBAG**

Branch Head

After having carefully read and accepted your general conditions, I/We quote you on the item(s) at prices noted above.

General Conditions & Requirements:

- All Entries must be typewritten/legibly written
 - Price quotation must be based on the Technical Specifications (TS), Terms of Reference (TOR) / Scope of Work/Services (SOW), as applicable and must be duly signed by the supplier's representative.
 - Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
 - Price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract
 - Price quotation with incomplete documentary requirement shall not be considered for evaluation.
 - Signed copy of this RFQ by the supplier's authorized representative should be attached with the submitted proposal.
 - Partial bids are allowed.
 - Mode of submission of quotation: Open.
- Quotation must include the documentary requirements below:
- ☐ Proof of PhilGEPS Registration;
 - ☐ Mayor's/Business permit for the current year;
 - ☐ Omnibus Sworn Statement (For ABC's above P50K); Secretary's Certificate (If Partnership/Corporation)
 - ☐ Business/Income Tax Return (For ABC's above P500K);
 - ☐ Samples/Brochure/Data Sheet, as necessary and/or other documents as specified in the TOR/SOW/TS;
 - ☐ Statement of Government &/or Private Contracts Completed which are Similar in Nature
- No down-payment or advanced payment.
 - Payment shall be processed after completion of delivery, subject to complete documents for payment (i.e) Billing/ Statement of Account).
 - For every day of delivery delay, 1/10 of 1% of the price of the undelivered quantity shall be deducted from the payment.
 - DBP has the right to reject delivery if item/s delivered were found to be defective and/or not according to the required specifications.

Printed Name/Signature

Tel.No./Cell No./e-mail Address

Company Name

Address

Date:

TIN #:

(Indicate if VAT or VAT exempt)

DEVELOPMENT BANK OF THE PHILIPPINES (DBP)

TECHNICAL SPECIFICATIONS

Supply and Delivery of Cash Safe with Time Delay Lock
Small Value Procurement

- I. **Approved Budget for the Contract:** ₱ 250,000.00 (inclusive of all applicable taxes and other charges)
- II. **Technical Specifications:** per attached specifications (Annex A)
- 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 the delivery if the 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 thirty (30) calendar days after the receipt of Notice to Proceed (NTP).

Point of Delivery:

Address	Contact No.	No. of Lots
DBP Iligan Branch Picardal Road, Mahayahay Iligan City Email: iligan@dbp.ph Contact person: Ms. Nora Q. Lagrosas Administrative Assistant	(063) 221-2858 (063) 221-8208	1

4. **Warranty:** At least one (1) year warranty upon acceptance of items by DBP.

The Supplier warrants that the Goods supplied under the Contract are new, unused, and free from defects.
5. **Retention:** The obligation of the warranty shall be covered by a retention money equivalent to 3% of the total contract price. The retention money shall only be released three (3) months after completion of delivery while the remaining warranty period shall be covered by a Warranty Certificate. Provided, however, that the items are free from patent and latent defects and all the conditions imposed under the contract have been fully met.
6. DBP shall promptly notify the Supplier in writing of any claims arising under the 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 item or parts thereof, without cost to the Bank.

IV. Documentary Requirements:

Interested Supplier/s must submit the following documents:

- a. Signed Proposal/Quotation
- b. Proof of PhilGEPS Registration
- c. 2025 Mayor's/Business Permit
- d. Notarized Omnibus Sworn Statement signed by owner / authorized representative
- e. For sole proprietorship, duly notarized Special Power of Attorney, if to designate a representative.
- f. For contractor/supplier under partnership/corporation, Secretary's Certificate
- g. Signed Request for Quotation (RFQ)

V. Payment:

1. A one-time full payment shall be processed after the completion of the project subject to submission of the following complete documents for payment:
 - Letter of Request for Payment, or Billing Statement
 - Statement of Work Accomplishment
 - Contractor's Affidavit
 - Project Pictures
 - Certificate of Completion/Acceptance
2. For every day of delay, 1/10 of 1% (0.001) of the price of undelivered item/s 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 PO/NTP, DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it.
3. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, DBP may terminate the contract or allow the contractor to continue the works without prejudice to the continued imposition of liquidated damages until the works have been completed. This does not, however, preclude DBP in resorting to Termination of Contract under Annex I of the 2016 revised IRR of RA No. 9184.

Prepared by:

(signed)

NORA Q. LAGROSAS
Admin Assistant

Approved by:

(signed)

AM MELVIN O. TABALBAG
Head, Iligan Branch

(signed)

ROSEMARIE P. PAGUNSAN
Branch Services Officer

Annex A

TECHNICAL SPECIFICATION OF DOUBLE DOOR CASH SAFE WITH TIME DELAY LOCK FOR DBP ILIGAN BRANCH

SPECIFICATIONS:

- Exterior : Approx. 1.70m (H) x 0.90m (W) x 0.70m (D)
- Interior : Approx. 1.50m (H) x 0.80m (W) x 0.65m (D)
- Material and Insulation : Steel (Fire Resistant, Cut/Drill Resistant, Water Resistant)
- Vault Door : Double Door
- Vault Door Thickness : Approx. 0.125m (door plate to back cover)
- Inner Door : Steel plate with keylock
- Lock : At least dual lock combination
- Adjustable Shelves : Yes, can bear the weight up to 50kg worth of coins
- Bolt-work : Multiple live locking bolts and dead bolts
- Time Delay Lock : Yes, up to 0 – 99 minutes programmable time delay
- Weight : Approx. 800kg
- Other Features : Anchor holes on the back or the bottom of safe can be used to install the safe to the wall or floor by using standard mounting bolts for cash safe
- Manufacturer's Warranty : Excellent powder coating finish
- : At least one (1) year

CAPACITY OF CASH SAFE (CASH AND COINS):

P1000 note

1 Bundle = P1,000,000
No. of Bundle in Safe = 240 - 300
TOTAL = P240 – 300 million

P200 note

1 Bundle = P200,000
No. of Bundle in Safe = 240 - 300
TOTAL = P48 – 60 million

P50 note

1 Bundle = P50,000
No. of Bundle in Safe = 240 - 300
TOTAL = P12 – 15 million

P20 coin

1 Bag of coins = P20,000
No. of Bag of coins in Safe = 16 - 24
TOTAL = P320,000 – 480,000

P5 coin

1 Bag of coins = P7,500
No. of Bag of coins in Safe = 16 - 24
TOTAL = P120,000 – 180,000

Mix notes and coins

(P1000 note) 1 Bundle = P1,000,000
(P20 coin) 1 Bag of coins = P20,000
No. of Bundle in Safe = 180
No. of Bag of coins in Safe = 4
TOTAL = P180,080,000

P500 note

1 Bundle = P500,000
No. of Bundle in Safe = 240 - 300
TOTAL = P120 – 150 million

P100 note

1 Bundle = P100,000
No. of Bundle in Safe = 240 - 300
TOTAL = P24 – 30 million

P20 note

1 Bundle = P20,000
No. of Bundle in Safe = 240 - 300
TOTAL = P4.8 – 6 million

P10 coin

1 Bag of coins = P12,000
No. of Bag of coins in Safe = 16 - 24
TOTAL = P192,000 – 288,000

P1 coin

1 Bag of coins = P2,000
No. of Bag of coins in Safe = 16 - 24
TOTAL = P32,000 – 48,000

Mix notes and coins

(P500 note) 1 Bundle = P500,000
(P20 coin) 1 Bag of coins = P20,000
No. of Bundle in Safe = 120
No. of Bag of coins in Safe = 8
TOTAL = P60,160,000