



REQUEST FOR QUOTATION

You are invited by the Development Bank of the Philippines to submit a tender for the **ACQUISITION OF ONE TELECOMMUNICATION LINE FOR SAN JOSE DINAGAT BRANCH**

SVP-2025-18

Approved Budget for the Contract: 360,000.00 inclusive of all applicable tax

1. Please quote your lowest price based on the attached specifications per Terms of Reference.
2. **Quotations must be inclusive of all taxes and other charges, and must be duly signed by the vendor's duly authorized representative.**
3. **Quotations must be submitted to the BAC Secretariat or Network Infrastructure Services Department, not later than 05:00 P.M. of 15 July 2025.**
4. Kindly refer to the attached Terms of Reference (TOR)/Technical Specifications (TS)/ Scope of Services (SOW).

TERMS AND CONDITIONS:

1. All entries must be type written.
 2. **All suppliers/vendors are mandated to register with the PhilGEPS and provide a PhilGEPS Registration number as a condition for award of the contract.**
 3. Other documentary requirements for each vendor shall be as follows;
 - **Mayor's/Business Permit;**
 - **Latest Income Tax Return**
 - **Duly accomplished Data Privacy Consent Form;**
 - **Conformance to each and every page of the Technical Specifications, duly signed by the authorized representative;**
 - **All required documents stated in the Technical Specifications: AND**
- (1) For suppliers/vendors whose representatives are the official signatory of the documents/requirements: **please submit a duly notarized Omnibus Sworn Statement OR**
- (2) For suppliers/vendors who will appoint or designate their duly authorized representative: **please submit the following notarized statements:**

(if the supplier/vendor is a Sole Proprietorship)	(if the supplier/vendor is a Corporation)
Duly notarized Special Power of Attorney <u>AND</u>	Duly notarized Secretary's Certificate <u>AND</u>
Duly notarized Omnibus Sworn Statement	Duly notarized Omnibus Sworn Statement

For inquiries, you may reach the BAC Secretariat on the contact nos. provided below:

DBP Bids and Awards Committee Secretariat

6/F Operations Sector, DBP Head Office
Sen. Gil J. Puyat corner Makati Avenues, Makati City
(+632) 818-9511 to 20 local 2610 or 2606
email: bacsecretariat@dbp.ph

You may visit the following websites:

For downloading of Request for Quotation: <https://www.dbp.ph/invitations-to-bid/>

For DBP Statement on Zero Tolerance for Fraud, Corruption and Malpractice: <https://www.dbp.ph/about-dbp/dbp-statement-on-zero-tolerance-for-fraud-corruption-and-malpractice/>

**ACQUISITION OF NEW, ADDITIONAL AND/OR REPLACEMENT TELECOMMUNICATION
LINE/CONNECTIVITY SERVICE FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP)-
SAN JOSE DINAGAT BRANCH**

APPROVED BUDGET FOR THE CONTRACT: Php 360,000

TECHNICAL SPECIFICATIONS

A. BACKGROUND

The telecommunication connectivity service (line) is for the connection of DBP online systems, services and facilities in any of the following DBP remote sites:

- A.1. Branch Office, including:
 - A.1.a. Lending Center
 - A.1.b. Cash Center
 - A.1.c. Branch-Lite Unit
- A.2. Automated Teller Machine (ATM)

B. OBJECTIVE

To acquire stable, reliable and secure telecommunication connectivity/line service to link DBP remote sites to the Head Office from an authorized and qualified telecommunication service provider (Telco).

C. COVERAGE OF THE CONTRACT

The contract will be for a one (1) year period starting from date of acceptance of service with the option for automatic renewal.

D. MINIMUM SPECIFICATIONS

D.1. Connectivity/Line Service Availability

- > The minimum availability of service is 99.6%.

D.2. Connectivity/Line Specifications



D.2.a. Branch Office

- D.2.a.i. Wired MPLS/VPN, Radio Last Mile or VSAT connection with minimum of 10 Mbps bandwidth
- D.2.a.ii. Must be Ku Band or C Band for the VSAT
- D.2.a.iii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.a.iv. Router must support GRE/mGRE tunneling and IP Security (ex. dynamic VPN) and SNMP
- D.2.a.v. DBP shall have the full access of the router
- D.2.a.vi. Provide near real time and historical link monitoring



D.2.b. ATM - Wired

- D.2.b.i. VPN connection at least 128 Kbps via MPLS
- D.2.b.ii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.b.iii. Support GRE tunneling and SNMP
- D.2.b.iv. Provide near real time and historical link monitoring

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Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

☐ D.2.c. ATM – Wireless

- D.2.c.i. Provide data transmission function by public GPRS/ GSM network or higher
- D.2.a.vii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.c.ii. Support GRE Tunneling and SNMP
- D.2.c.iii. Provide GUI access for local and remote management
- D.2.c.iv. Operate at -30~+75°C temperature
- D.2.c.v. Has LED status indication
- D.2.c.vi. Support RJ45 console port
- D.2.c.vii. Include: 1 power cord, 2 antennas, 1 console cable, 1 set documentation
- D.2.c.viii. Provide near real time and historical link monitoring.
- D.2.c.ix. Meet the average latency requirement of not greater than 200ms measured using the Ping utility or any similar mobile applications
- D.2.c.x. Meet signal requirement of not less than 2 bars measured using mobile or similar devices capable of said measurement
- D.2.c.xi. DBP shall have full access to the Modem/Router

D.3. Support Services and Incident Management

- D.3.a. The Telco shall provide 24 x 7 onsite, telephone and email support. For every service unavailability/downtime reported, the response time shall be within thirty (30) minutes.
- D.3.b. Upon the occurrence of service unavailability/downtime, the Telco shall:
 - D.3.b.i. Conduct problem isolation/resolution and link restoration activities
 - D.3.b.ii. Notification via electronic mail (E-mail) and telephone within one (1) hour of the occurrence
 - D.3.b.iii. Minimum of twice a day status report to DBP via E-Mail
 - D.3.b.iv. Estimated time of arrival (ETA) if onsite activities required
 - D.3.b.v. Estimated time of resolution (ETR)
 - D.3.b.vi. Root cause
 - D.3.b.vii. Comply with DBP policies on security and confidentiality during support services.
- D.3.c. The Telco shall submit an incident report stating the reason/s for the outage and detailing the steps undertaken to resolve a particular problem upon DBP's request.

D.4. Service Performance Review

- > The Telco shall conduct a performance review session at least once every quarter of a year

E. TELECOMMUNICATION CONNECTIVITY/LINE REQUIREMENT CLASSIFICATION

The primary objective of the following provisions is to have multiple Telcos per site, providing service redundancy, high availability and avoiding single point of failure.

☒ E.1. New Telecommunication Line Requirement

E.1.a. Covered Sites

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

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Date

- > New remotes sites

E.1.b. Telco Selection Criteria

- > Telecommunication Line for Branch Office

E.1.b.i. Two (2) different Telcos (Telco A and Telco B) shall be selected

E.1.b.ii. Telco A is the lowest (winning) provider

E.1.b.iii. Telco B is the second lowest provider

- > Telecommunication Line for Additional ATM Facility of a Branch Office

E.1.b.iv. The Telco must be different from the one which has the majority or most of the telecommunication connectivity services provided for the ATM/s of that Branch Office

☐ **E.2. Additional Telecommunication Line Requirement**

E.2.a. Covered Sites

- > For existing sites with existing telecommunication line/s

E.2.b. Telco Exception

- > The Telco/s of the existing line/s servicing the site shall not be invited and will not be allowed to participate

☐ **E.3. Replacement Telecommunication Line Requirement**

E.3.a. Covered Sites

- > For existing sites with existing telecommunication line/s

E.3.b. Telco Exception

E.3.b.i. For Telco Redundancy Replacement

- > The Telco of the existing line/s servicing the site including the one to be replaced shall not be invited and will not be allowed to participate

E.3.b.ii. Replacement for the Purpose of Telecommunication Line Capacity (Bandwidth) Upgrade

- > The Telco of the other existing line/s servicing the site (i.e., other than the one to be replaced) shall not be invited and will not be allowed to participate

E.3.b.iii. For Wireless to Wired Facility Replacement

- > The Telco of the other existing line/s servicing the site (i.e., other than the one to be replaced) shall not be invited and will not be allowed to participate

F. DISCONTINUANCE OF SERVICE

DBP can opt to discontinue the service within the contract period without pre-termination fee/s, if the Telco provider fails to meet the required minimum availability of service, specified in item D.1, for three (3) consecutive months (3-strike rule)

G. PAYMENT

The payment shall be in a monthly basis every after the service acceptance.

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

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Date

H. REBATES

Should the Service Provider fail to meet the minimum availability of service, as stated in item D.1, and/or in the event of service interruption, it shall provide service credit to DBP the amount corresponding to the period of interruption and circuit outage.

The computation is as follows:

$$\text{Rebate for the Month} = [\text{MRC} \times \text{TDM}] \div 730 \text{ Hours}$$

Where:

MRC – Monthly Recurring Charge (Php)

TDM – Total Downtime for the Month (Hours)

I. DELIVERY PERIOD

The line service must be completed / done by the Service Provider within (45) forty-five calendar days upon receipt of the Notice to Proceed (NTP).

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date



DEVELOPMENT BANK OF THE PHILIPPINES

PRIVACY CONSENT FORM
Bids/Procurement

Name of Project

I, _____, (Address) _____,
(Contact Number) _____, (Email Address) _____ hereby authorize/consent to the processing of personal and other related business information which I voluntarily provided to the **Development Bank of the Philippines (DBP)** and understand, acknowledge and agree to the following specific purposes and terms:

I authorize DBP for **processing**¹ and using my personal and other related business information, including but not limited to my name, address, contact details, and any other relevant information necessary for the evaluation process.

I understand that appropriate security measures shall be implemented by DBP for the protection of my personal and other related business information and shall be treated confidentially. Similarly, such information shall only be disclosed to authorized personnel involved in the bids and awards process of DBP.

I acknowledge that my personal and other related business information may be retained by DBP for as long as deemed necessary to fulfill the purposes specified/stated in this consent form, or as required by applicable policies, laws or regulations.

I understand that I have the right to access and request correction of my personal and other related business information held by DBP to correct any error and inaccuracy, in accordance with applicable data privacy laws.

I understand that I have the right to withdraw my consent, and request DBP to stop the **processing** of my personal and business information which may cease/ terminate/ discontinue the evaluation and other related procurement processes.

I agree that any confidential information obtained during my participation in the bid and procurement procedures shall not be disclosed to any third party other than its intended purpose.

By signing below, I acknowledge that I have read and understood the terms and purposes of this consent form and agree to the **processing** of my personal and other related business information as described.

Signature over Printed Name

Date Signed

ADDITIONAL INFORMATION

For inquiries or complaints, you may contact the Development Bank of the Philippines (DBP), Attention to: the **DBP Data Protection Officer or the DBP Customer Experience Management Department**, Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City, Philippines, Telephone No. (02) 8818-9511 to 20/ (02) 8818-9611 to 20, email: info@dbp.ph.

¹**PROCESSING** - refers to any operation or any set of operations performed upon personal data including but not limited to, the collection, recording, organization, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.

OMNIBUS SWORN STATEMENT

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____, *[date issued]*, *[place issued]*

IBP No. _____, *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____