



DEVELOPMENT BANK OF THE PHILIPPINES

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

REQUEST FOR QUOTATION

The Development Bank of the Philippines (DBP), through its Regional Bids and Awards Committee, North & Central Luzon Lending Group, will undertake a Small Value Procurement for the **Supply, Delivery, Installation, Testing and Commissioning of Air-Conditioning Units of Ilagan Lending Center**, in accordance with Section 34 of the Revised Implementing Rules and Regulations of Republic Act No. 12009.

The details of the project/activity/program are as follows:

Name of Project	1 lot Supply, Delivery, Installation, Testing and Commissioning of Air-Conditioning Units
Area of Delivery	DBP Ilagan Lending Center, 2 nd Floor Maharlika Highway corner Arranz Street, Barangay Osmeña, City of Ilagan, Isabela 3300
Approved Budget for the Contract	Four Hundred One Thousand Nine Hundred Twenty-Three and 45/100 inclusive of all applicable taxes (P401,923.45)
Terms of Reference	See attached Annex A
Delivery Period	Complete all works within 30 calendar days after receipt of PO/NTP

Interested suppliers are required to submit their signed Price Quotation Form with Bill of Quantities (BOQ) (Annex B) **on or before 3 PM of September 30, 2025**. Open quotations may be submitted personally at DBP Ilagan Lending Center or through email address ilagan-lc@dbp.ph.

The project shall be awarded to the supplier determined to have submitted the single or lowest and responsive quotation. The proponent with the lowest and responsive quotation shall be required to submit to the BAC certified copies of the following documents before award of the project/contract:

1. Mayor's / Business Permit
2. PhilGEPS Registration
3. Omnibus Sworn Statement

For inquiries, you may contact Mgr. Kathreen S. Cabaccan, BAC Secretariat at CP No. 0998-568-2879


CAROLYN C. BAGO
Senior Manager
Head, Ilagan Lending Center

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TERMS OF REFERENCE

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING
OF AIR-CONDITIONING UNITS****I. APPROVED BUDGET FOR THE CONTRACT**

PESOS: FOUR HUNDRED ONE THOUSAND NINE HUNDRED TWENTY-THREE AND 45/100 (₱ 401,923.45) INCLUSIVE OF ALL APPLICABLE TAXES

Description	Quantity	Amount
Supply, Delivery, Installation, Testing and Commissioning of Air-conditioning units	1 lot	₱ 401,923.45

II. REQUIREMENTS**A. Technical Specifications**

Rating	4.0HP/3.0TR	2.0HP
Quantity	Two (2) units	One (1) unit
Type	Inverter	
Phasing	Single phase	
Refrigerant Type	R32	
Classification	Split-type	

Note: Other specifications per manufacturer's standard.

B. Other Requirements

1. Supplier to provide all accessories including installation of fan-coil unit (FCU) drain (tapped to nearest discharge point); tapping of new air-conditioning system to existing power supply; and decommissioning of existing four (4) units cassette-type air-conditioning including outdoor units.
2. Supplier to strictly observe the maximum allowable refrigerant piping length to ensure optimal performance of the air-conditioning system.
3. The supplier must submit shop drawings and brochures/specification sheets of devices/equipment for approval by DBP before purchase and/or installation. All items must conform with the standards implemented by the Bureau of Philippine Standards of the Department of Trade and Industry (DTI-BPS).

C. Manner of Delivery

Winning bidder shall handle freight shipments from its office to **DBP Ilagan Lending Center, 2nd Floor, DBP Building, Maharlika Highway corner Arranz St., Brgy. Osmeña, Ilagan City, Isabela** (delivery location).

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING
OF AIR-CONDITIONING UNITS**

III. CONDITIONS OF THE CONTRACT

1. The supplier shall conduct inspection and submit technical specification for DBP approval prior to procurement.
2. The supplier shall ensure that the items delivered are in accordance with the specifications 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 specifications/model.
3. The DBP may terminate/cancel the Purchase Order (PO)/Notice to Proceed (NTP) should the supplier fail to deliver, perform and comply with its obligation.
4. **Delivery Period:** The Contractor shall complete all works within **thirty (30) calendar days** after receipt of PO/NTP.


IV. PAYMENT

1. **One-time, full payment** shall be issued upon completion/acceptance of all works.
2. When the supplier fails to satisfactorily complete all works under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages-in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by DBP following the provisions stipulated in RA 12009.


V. WARRANTY

In order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of **one (1) year** after completion/acceptance by the procuring entity of the delivered items.

Recommended by:


ENGR. JOSE FRANCISCO E. PEREZ
SM-OIC, BPMU
(per Office Order No. 325 dtd 07/14/2025)

Approved by:


SAVP ALBERTO SANTIAGO A. BERMEJO
OIC, CFMD
(per Sector Order No. 513 dtd 08/20/2025)



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Annex B

PRICE QUOTATION FORM

(Date)

The Regional Bids and Awards Committee

North & Central Luzon Lending Group
Development Bank of the Philippines
Ilagan Lending Center
Ilagan City, Isabela

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Qty	Unit	Unit Cost	Total Price
Supply, Delivery, Installation, Testing and Commissioning of Air-Conditioning Units of DBP Ilagan Lending Center	1	Lot		
TOTAL				
Amount in Words				

The above-quoted prices are inclusive of all costs and applicable taxes.

Name of Company

Name/Signature of Representative

Contact No.

NOTE 1: THE BID DRAWINGS & THE BOQ FORMS ARE PART OF THE CONTRACT. IT IS THE RESPONSIBILITY OF THE BIDDER TO INDICATE/INCLUDE IN THIS BOQ, WORK ITEMS SHOWN IN THE BID DRAWINGS THAT ARE NOT INDICATED IN THIS BOQ. IN CASES THIS WILL NOT BE REFLECTED IN THE BOQ, WORK ITEM INDICATED IN THE BID DRAWINGS SHALL BE IMPLEMENTED AT NO ADDITIONAL COST TO DBP, AS BID DRAWINGS FORM PART OF THE CONTRACT. ADDITIONAL COST WILL ONLY BE ENDORSED IF THIS IS NOT PART OF THE BID DRAWINGS.

NOTE 2: SUBMIT ALL SAMPLES FOR APPROVAL OF THE DBP. NO PURCHASE & INSTALLATION TO BE DONE WITHOUT DBP'S APPROVAL.

SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF AIR-CONDITIONING UNITS

Project Name

DBP ILAGAN LENDING CENTER, 2ND FLOOR DBP BUILDING, MAHARLIKA HIGHWAY CORNER ARRANZ ST., BRGY. OSMEÑA, ILAGAN CITY, ISABELA

Project Location

ESTIMATED COST OF PROPOSED WORK

ITEM	DESCRIPTION	QTY	UNIT	ESTIMATED DIRECT COST LABOR & MAT'L'S	MARK-UP		TOTAL MARK-UP		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	PROFIT	%	VALUE				
1	GENERAL REQUIREMENTS											
1.1	Mobilization/demobilization	1.00	lot	0.00	-	-	0%	0.00	0.00	0.00	0.00	0.00
1.2	Health and safety	1.00	lot	0.00	-	0.00	10%	0.00	0.00	0.00	0.00	0.00
sub-total											0.00	
2	SITE CONDITIONS											
2.1	General cleaning/hauling of debris	1.00	lot	0.00	-	0.00	25%	0.00	0.00	0.00	0.00	0.00
2.3	Decommissioning of existing cassette-type air-conditioning unit	4.00	units	0.00	-	0.00	25%	0.00	0.00	0.00	0.00	0.00
sub-total											0.00	
3	MECHANICAL WORKS											
3.1	Air-conditioning unit											
3.1.1	4.0HP/3.0TR ACCU single-phase, split-type inverter A/C unit	2.00	units	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.1.2	2.0HP ACCU single-phase, split-type inverter A/C unit	1.00	unit	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.2	Piping											
3.2.1	Refrigerant pipe (copper tube system) with insulation	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.2.2	FCU drain (32mm dia. PVC drainpipe) - tap to nearest discharge point	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.3	Other item of work necessary to complete the intent of the plan and specs (specify):											
3.3.1	Hanger and support	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.3.2	A/C indoor unit platform (mounting)	2.00	sets	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.3.3	A/C outdoor unit platform (mounting)	3.00	sets	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.3.4	Cladding for FCU drain (color: white)	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
3.3.5	Consumables (sealant, electrical tape and other accessories)	1.00	lot	0.00	-	0.00	10%	0.00	0.00	0.00	0.00	0.00
sub-total											0.00	
4	ELECTRICAL WORKS											
4.1	Circuit breaker											
4.1.1	50 AT/63F, 2-Pole, MCB	2.00	units	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.1.2	50 AT/63F, 2-Pole, MCB with NEMA-3R enclosure	2.00	units	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.1.3	30 AT/63F, 2-Pole, MCB	1.00	unit	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.1.4	30 AT/63F, 2-Pole, MCB with NEMA-3R enclosure	1.00	unit	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.2	Wires and cables											
4.2.1	8mm sq. THHN stranded	70.00	mtrs	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.2.2	5.5mm sq. THHN stranded	70.00	mtrs	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.2.3	3.5mm sq. THHN stranded	35.00	mtrs	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.3	Conduits and fittings											
4.3.1	25mm dia. PVC pipe (3m/pc) including adapter and locknut	20.00	pcs	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.3.2	PVC junction box with cover	10.00	pcs	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.3.3	Hanger and support for conduit	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.4	Other item of work necessary to complete the intent of the plan and specs (specify):											
4.4.1	Tapping to power supply	1.00	lot	0.00	0.00	0.00	25%	0.00	0.00	0.00	0.00	0.00
4.4.2	Consumables (electrical tape, tie wire, tagging, etc)	1.00	lot	0.00	-	0.00	10%	0.00	0.00	0.00	0.00	0.00
sub-total											0.00	
TOTAL COST											0.00	

Prepared by: _____

Designation: _____

Date: _____