



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, through the Regional Bids and Awards Committee for BBG Southern Luzon, intends to procure the following goods/general support services:

Quantity	Unit of Measurement	Project Description	Approved Budget for the Contracts (ABCs), VAT inclusive
One (1)	Lot	Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch	<u>P 300,000.00</u> (Inclusive of VAT/applicable taxes)

Accordingly, all interested suppliers are invited to submit their Price Quotation using the prescribed DBP Financial Proposal Form together with the following mandatory requirements:

- ☒ Valid Mayor's/Business Permit
- ☒ PhilGEPS Registration Number and/or PhilGEPS Certificate of Membership
- ☐ Annual Income or Business Tax Return *(for Project with ABC above P 500 K)*
[Electronically filed through the BIR Electronic Filing and Payment System (eFPS) could be accepted]
- ☒ Omnibus Sworn Statement *(for Project with ABC above P 50 K)*
- ☐ Valid Philippine Contractors Accreditation Board (PCAB) License & Category [Appropriate for the nature and cost of the project] *(Applicable for Infrastructure Projects only)*
- ☐ Duly accomplished Bill of Quantities *(Applicable for Infrastructure Projects only)*
- ☒ DBP Terms & Conditions and Technical Specifications/Terms of Reference duly signed by supplier or duly authorized representative
- ☒ Data Privacy Consent Form

The Bank reserves the right to reject any or all Financial Proposals, to waive any formality therein, and to annul the procurement process at any time prior to contract award without incurring any liability to the affected suppliers. Furthermore, the Bank makes no assurance that a contract shall be awarded as a result of this request.

For further information and details on the requirements, please refer to the attached PhilGEPS Publication.

Thank you.

Bids and Awards Committee Secretariat
Development Bank of the Philippines
Ground Floor DBP Building, Merchan Street,
Barangay IX, Lucena City, Quezon Province, Philippines 4301
Telephone: (02) 8189511 local 1581; (042) 373-0190 Email: slbg@dbp.ph

DBP FINANCIAL PROPOSAL FORM**For: Development Bank of the Philippines**

On behalf of the supplier, the undersigned, declare that:

- a. We have examined the Request for Quotation and its attachments (collectively, "RFQ")
b. We, submit the following quotation/s:

Project Description	Approved Budget for the Contracts (ABCs), VAT inclusive	Total Bid Price, VAT Inclusive (in Figures and in Words)	
		Unit Price	Amount
Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch	₱ 300,000.00		
TOTAL AMOUNT IN WORDS:			

- c. We undertake, if our Quotation/Proposal for the Price is accepted, to deliver the good(s) in accordance with the delivery schedule specified in the Request for Quotation;
- d. We agree to abide by this Quotation/Proposal for the Price Validity Period of Six (6) Months from date of opening of Financial Proposals and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- e. Until a formal Purchase Order is prepared and executed, this Financial Proposal, together with your written acceptance thereof, shall be binding upon us;
- f. We understand that you are not bound to accept the Lowest Calculated Quotation or any Quotation/Proposal you may receive;
- g. We likewise certify/confirm that the undersigned is the duly authorized representative of the supplier and granted full power and authority to do, execute, and perform any and all acts necessary to participate, submit the Financial Proposal, and to sign and execute the ensuing contract for herein project;
- h. We acknowledge that failure to sign each page of this Financial Proposal Form, shall be a ground for the rejection of our Quotation/Proposal;
- i. We acknowledge that we indicated the amount of our total bid price in figures and in words;
- j. We acknowledge that Quotations/ Proposals not addressing of providing all of the required items in the Bidding Documents including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) or "-" (dash) for the said item would mean that it is being offered for free to the government, except those required by law or regulations to be provided for. (Sec 32.2.1(a), Rule IX, IRR). It is further understood that to ensure completeness of the quotation/proposal, suppliers must ensure that ALL items, columns or matrices in the prescribed forms are appropriately filled-up and no item. Column, or matrix is left blank; and
- k. We understand that any communication sent by DBP to the address/fax number/email address provided below shall be deemed to have been duly received by your firm. On the date and time shown in the transmittal. Any change in the contact details shall be duly communicated to the bank.

Signature over Printed Name of the Supplier's
Authorized Representative/Designation

PhilGEPS Registration Number: _____

Name of Company/Business Name

Address

Telephone No. : _____
Cellphone No. : _____
Email Address : _____
Date : _____



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Terms and Conditions
[Goods and General Support Services]

1. All prices quoted herein are valid, binding and effective for a period of **six (6) months** from the date of the submission of quotations/proposals.
2. All prices quoted herein are inclusive of VAT and cost of delivery and/or installation.
3. All goods and services for delivery and installation shall conform to the approved **Technical Specifications, Terms of Reference, and Scope of Works**, whichever is applicable.
4. **Terms of Payment.** Payment shall be made upon full satisfactory delivery/installation/performance of the project/s and acceptance of the end-user.
5. **Delivery Schedule.** The goods shall be delivered by the supplier on the date indicated at the Purchase Order from the Bank.
6. **Area of Delivery:** **As stated in the approved Purchase Order/Contract Agreement.**
7. Where the **AWARDEE** fails to effect the delivery within the prescribed period, the Bank may upon its discretion, extend the delivery period subject, however, to the imposition of appropriate liquidated damages, the amount of which shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay, collectible from any money due or maybe due to the supplier/contractor, whichever is convenient to the Bank. Once the cumulative number of liquidated damages reaches ten percent (10%) of the amount of the contract, the DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it. If the **AWARDEE**, however, fails to effect complete delivery within the extended period, the Bank shall have the right to cancel said contract and shall constitute grounds for disqualification of the **AWARDEE** from future biddings, without prejudice to the imposition of other sanctions provided for under Republic Act No. 9184 and its 2016 IRR.
8. Any manufacturing defect shall be corrected by the Supplier.
9. All transactions are subject to withholding of creditable Value Added Tax (VAT), as may be applicable, according to Revenue Regulation No. 10-93.

Conforme:

**Signature over Printed Name of the Supplier's
Authorized Representative/Designation**



(02) 8-818-9511



info@dbp.ph



www.dbp.ph



fb.com/devbankphi

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

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

1. *Select one, delete the others:*

- *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;
- *If 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]*;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]* *[insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative]*;
- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

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;

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 others:*
 - *If sole proprietorship* : The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If partnership* : The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If cooperative*: The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If corporation, or joint venture*: The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services*: The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial

ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations: [Name of Bidder] declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.*
 - *In case of Foreign Bidders: [Name of Bidder] submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.*
8. *[Name of Bidder] complies with existing labor laws and standards; and*
9. *[Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:*
- a) *Carefully examine all of the Bidding Documents;*
 - b) *Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;*
 - c) *Made an estimate of the facilities available and needed for the contract to be bid, if any; and*
 - d) *Inquire or secure Supplemental Bid Bulletin(s) issued for the [Project Title].*
10. *[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.*
11. *In case advance payment was made or given to [Name of Bidder], failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.*

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

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

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, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

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 _____.



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[Goods and General Support Services]

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2. All prices quoted herein are inclusive of VAT and cost of delivery and/or installation.
3. All goods and services for delivery and installation shall conform to the approved **Technical Specifications, Terms of Reference, and Scope of Works**, whichever is applicable.
4. **Terms of Payment.** Payment shall be made upon full satisfactory delivery/installation/performance of the project/s and acceptance of the end-user.
5. **Delivery Schedule.** The goods shall be delivered by the supplier on the date indicated at the Purchase Order from the Bank.
6. **Area of Delivery:** **As stated in the approved Purchase Order/Contract Agreement.**
7. Where the **AWARDEE** fails to effect the delivery within the prescribed period, the Bank may upon its discretion, extend the delivery period subject, however, to the imposition of appropriate liquidated damages, the amount of which shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay, collectible from any money due or maybe due to the supplier/contractor, whichever is convenient to the Bank. Once the cumulative number of liquidated damages reaches ten percent (10%) of the amount of the contract, the DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it. If the **AWARDEE**, however, fails to effect complete delivery within the extended period, the Bank shall have the right to cancel said contract and shall constitute grounds for disqualification of the **AWARDEE** from future biddings, without prejudice to the imposition of other sanctions provided for under Republic Act No. 9184 and its 2016 IRR.
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Conforme:

**Signature over Printed Name of the Supplier's
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DEVELOPMENT BANK OF THE PHILIPPINES

PRIVACY CONSENT FORM
Bids/Procurement

Name of Project	Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch
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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.



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12397095
Procuring Entity DEVELOPMENT BANK OF THE PHILIPPINES - BBG - SOUTH LUZON
Title Procurement of one (1) lot Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch
Area of Delivery Batangas

Solicitation Number:	2025-003 RFQ	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	5
Classification:	Goods	Bid Supplements	0
Category:	Power Generation and Distribution Machinery		
Approved Budget for the Contract:	PHP 300,000.00	Document Request List	0
Delivery Period:			
Client Agency:		Date Published	15/09/2025
Contact Person:	Dolly Ann de Chavez Llagas Administrative Specialist Ground Floor, DBP Bldg., Merchan St., Lucena City Quezon Province Lucena City Quezon Philippines 4301 63-2-88189511 Ext.1542 63-42-3730297 dadllagas@dbp.ph	Last Updated / Time	12/09/2025 17:24 PM
		Closing Date / Time	22/09/2025 17:00 PM

Description

The Development Bank of the Philippines – Batangas Branch, through the Regional Bids and Awards Committee for Southern Luzon (RBAC-SL), intends to procure one (1) unit Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch with an Approved Budget for the Contract (ABC) of Three Hundred Thousand Pesos (P300,000.00).

Interested suppliers/contractors are invited to submit their Financial Proposals, duly signed by their authorized representative/s, on or before the deadline indicated. Submissions must be accompanied by the following mandatory requirements:

1. Valid Mayor's/Business Permit
2. Electronically Filed Income or Business Tax Return (filed through the BIR Electronic Filing and Payment System [eFPS]); or Annual Income or Business Tax Return
3. PhilGEPS Certificate of Registration
4. Omnibus Sworn Statement
5. Valid Philippine Contractors Accreditation Board (PCAB) License and registration for the type and cost of contract (for Infrastructure Projects only)
6. Duly accomplished Bill of Quantities (for Infrastructure Projects only)
7. DBP Terms and Conditions and Technical Specifications/Terms of Reference, duly signed on each and every page by the supplier or duly authorized representative
8. DBP Data Privacy Consent Form

The Bank assumes no responsibility whatsoever to compensate or indemnify any supplier for expenses incurred in the preparation and submission of the Financial Proposal and/or mandatory requirements.

Further, the Bank reserves the right to reject any or all Financial Proposals, declare a failure of bidding, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

Line Items

Item No.	Product/Service Name	Description	Quantity UOM		Budget (PHP)
1	Automatic Transfer Switch for Power Generator Set	Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch	1	Lot	300,000.00

Other Information

Please contact the Purchasing Staff and/or Branch Services Officer of DBP Batangas for further details. You may call (043) 7023378 / (043) 7023400 / (02) 88189511 local 1582 or email at batangas@dbp.ph

Created by Dolly Ann de Chavez Llagas

Date Created 12/09/2025

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



DEVELOPMENT BANK OF THE PHILIPPINES

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BAGONG PILIPINAS

TECHNICAL SPECIFICATIONS

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF AUTOMATIC TRANSFER SWITCH FOR POWER GENERATOR SET OF DBP BATANGAS BRANCH

I. Approved Budget for the Contract **₱ 300,000.00** (Inclusive of VAT/applicable taxes)

Item	Quantity
Supply, delivery, installation and commissioning Automatic Transfer Switch for Power Generator Set of DBP Batangas Branch	1 lot

II. Technical Specification

• Ampere Trip Rating	: 200AT
• Voltage	: Up to 480V AC, 60Hz
• Pole	: 3-Pole
• Phase	: 3Φ
• Enclosure	: NEMA 3R, powder coated, color beige/gray, push button/lock
• Min. LCD Digital Display (for Programmable digital controller)	: Voltage (V), Frequency (Hz), Auto/Manual
• Min. Keypad Control or Button with LED Indicator	: Power On/Off, Manual/Automatic Operation Button, etc.

III. Area of Delivery

DBP Batangas Branch, National Highway, Brgy. Kumintang, Ibaba, Batangas City

IV. Other Terms and Conditions

- Freight/Delivery charges – inclusive
- The SUPPLIER shall provide warranties for all services performed.
- All items shall be of a type and quality that conform to the project/s' specifications and standards.
- DBP may terminate/cancel the PO when the supplier fails to deliver, perform and comply with its obligation as required in the contract.
- Full payment subject to all applicable withholding taxes shall be paid thru DBP Manager's Check or credit to Service Provider's DBP deposit account within 15-30 days upon satisfactory completion of services and receipt of billing statement/invoice and documentary requirements.
- Upon settlement of full payment, Service provider shall issue a valid Invoice registered to BIR.

Prepared by:


HAZEL MAE B. QUINIVISTA
Branch Services Officer

Approved:


AM LIZA A. DE GRANO
Acting Head, Batangas Branch



(02) 8818-9511



info@dbp.ph



www.dbp.ph



P.O. Box 1996, Makati Central Post Office 1200
Makati City

Conforme:

Supplier/Contractor's Authorized Signatory