

Development Bank of the Philippines
REQUEST FOR PURCHASE/REPAIR/CONSTRUCTION

Requisitioning Unit : 6650000 - VIRAC		Requisition No : P-VIRAC-25-00030	
		Date: 8/4/2025	
<u>ITEM CODE</u>	<u>ITEM DESCRIPTION</u>	<u>QTY</u>	<u>UNIT/ UOM</u>
AM-003-001-0001	UNINTERRUPTIBLE POWER SUPPLY (UPS), PER APPROVED TECHNICAL SPECIFICATIONS	1	LOT
		<u>ACCOUNTABLE EMPLOYEE</u>	<u>SIGNED</u>
		AA BAGADIO	_____
Notes/Justification : FOR INSTALLATION AT BLU VIGA, CATANDUANES			

Budget to which the cost of the above will be charged (Budget Availability) :			
<u>EXPENSE ACCOUNT</u>	<u>BUDGET BEFORE THIS REQUISITION</u>	<u>EST. COST OF REQUISITION</u>	<u>NEW BUDGET BALANCE</u>
09608-BP,FF & EQPT BLDG,R,D,BRANCH	2,199,460.00	150,000.00	2,049,460.00

<u>Item Description</u>	<u>Qty</u>	<u>Unit Cost</u>	<u>Total Cost</u>
UNINTERRUPTIBLE POWER SUPPLY (UPS), PER APPROVED TE	1 LOT	150,000.00	150,000.00
			150,000.00

For the use of (For EFF and SE items) : <u>See above accountable employee(s)</u> _____ Name & Signature & Designation (Local)	APPROVED: I certify that the above items are necessary and will be used solely for official purpose. <u>SIGNED</u> _____ HEAD, VIRAC BRANCH
To be received by: <u>SIGNED</u> _____ Name & Signature (Local)	Special Approval (if necessary) : _____ Name & Signature & Designation
Budget Approval : <u>SIGNED</u> _____ BUDGET OFFICER	Inspection/Receipt by IMU-PIMD : _____ Name & Signature & Designation Date Issued : _____
For Procurement Service (PMU)	Acceptance by End User : Received above the item/s in good order and condition and complying with specifications. _____ Name & Signature & Designation Date Accepted: _____
P.O. No. _____ Date _____	Invoice No. _____ Date _____

PROJECT : SUPPLY AND DELIVERY OF UNINTERRUPTIBLE POWER
SUPPLY (UPS) FOR DBP VIGA BLU
LOCATION : G/F MUNICIPAL BLDG., D. ALCALA ST., SAN VICENTE, VIGA,
CATANDUANES
SUBJECT : TECHNICAL SPECIFICATIONS

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (GOODS & SERVICES)

I. APPROVED BUDGET FOR THE CONTRACT:

ONE HUNDRED FIFTY THOUSAND PESOS - Php 150,000.00 (inclusive of
VAT/applicable taxes)

II. TECHNICAL SPECIFICATIONS:

Item No.	Particulars	Quantity	Specifications
UNINTERRUPTIBLE POWER SUPPLY (UPS)			
1	1 KVA, single phase Uninterruptible power supply	7 sets	<ul style="list-style-type: none"> - AC Operating Voltage Range : 208 to 240V - AC Input Voltage : 220 to 240V - AC Output Voltage : 220 to 240V - Frequency Range : 60Hz \pm5% - Power Factor : 0.9 – 1 - Output Receptacles/ Port : \geq2 (min.) - Battery runtime: \geq 30 minutes per 180W - Protection (\geq600 joules for surge energy rating, overload, etc.)
2	3 KVA, single phase Uninterruptible power supply	1 set	<ul style="list-style-type: none"> - AC Operating Voltage Range : 208 to 240V - AC Input Voltage : 220 to 240V - AC Output Voltage : 220 to 240V - Frequency Range : 60Hz \pm5% - Power Factor : 0.9 – 1 - Output Receptacles/ Port : \geq2 (min.) - Battery runtime: \geq 30 minutes per 180W - Protection (\geq600 joules for surge energy rating, overload, etc.)

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 reserves the right to reject delivery if the item/s delivered are found to be defective or do not meet the required specifications/model.
2. DBP may terminate/cancel the Purchase Order (PO)/Notice to Proceed (NTP) when if the Supplier fails to deliver, perform and comply with its obligation.
3. **Delivery Period:** The Supplier shall complete the supply and delivery of uninterruptible power supply (UPS) within **twenty (20) calendar days** after receipt of Purchase Order (PO) / Notice to Proceed (NTP).
4. **Point of Delivery:** G/F Municipal Bldg., D. Alcala St., San Vicente, Viga, Catanduanes
5. **Warranty:** The warranty period shall be one (1) year from the date of acceptance of the item/s by DBP.

IV. DOCUMENTARY REQUIREMENTS:

Interested Supplier/s must submit the following documents:

- Proposal/Quotation
- Proof PhilGEPS Registration
- 2025 Mayor's/Business Permit
- Omnibus Sworn Statement
- Secretary Certificate (for Supplier under Partnership/Corporation)
- Signed Request for Quotation (RFQ)

V. PAYMENT:

ONE-TIME, FULL PAYMENT shall be processed be after completion of the project subject to submission of following complete documents:

- Project Pictures
- Invoice/Billing Statement
- Certificate of Completion/Acceptance (as applicable)

VI. LIQUIDATED DAMAGES:

The supplier, manufacturer, or distributor shall deliver the goods procured within the period as specified in the Contract.

Liquidated damages shall be imposed if any or all of the contracted Goods remain undelivered on the specified date, including the duly granted extensions.

When the supplier, manufacturer, or distributor fails to satisfactorily deliver the goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier, manufacturer, or distributor shall be liable for liquidated

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 the Procuring Entity. The Procuring Entity need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due, or which may become due the supplier, manufacturer, or distributor, or collected from any securities or warranties posted by the supplier, manufacturer, or distributor, whichever is convenient to the Procuring Entity. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

If delays are likely to be incurred beyond its control, the supplier, manufacturer, or distributor shall promptly notify the Procuring Entity in writing, providing details of the causes and duration of the expected delay. The Procuring Entity may, at its discretion, grant a time extension based on meritorious grounds, with or without the imposition of liquidated damages.

Recommended by:

-SIGNED-

MARK GIL H. BAYOS

Branch Services Officer, DBP Virac Branch

Approved by:

-SIGNED-

BRENDA G. BRIZO

Head, Virac Branch