



REQUEST FOR QUOTATION

You are invited by the Development Bank of the Philippines to submit a tender for the **MAINTENANCE SUBSCRIPTION FOR THE SOLARWINDS NETWORK SERVER AND APPLICATION MONITORING SYSTEM**

SVP-2025-43

Approved Budget for the Contract inclusive of all applicable tax: Php 1,116,000.00

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 Digital Technology and Innovation Department, until 05:00 P.M. of 17 October 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;**
 - **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 Omnibus Sworn Statement	Duly notarized Secretary's Certificate <u>AND</u> 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/>

**Maintenance Subscription for the SolarWinds Network Server and
Application Monitoring System**

TECHNICAL SPECIFICATIONS

I. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC is ₱ 1,116,000.00 VAT Inclusive.

II. SUBSCRIPTION INCLUSIONS FOR 1 YEAR

1. Vendor shall provide 8 x 5 support window for the SolarWinds System.
2. Vendor shall notify DBP with the software upgrade/firmware, security updates and shall assist in the installation/upgrading.
3. For the existing tool of DBP, vendor shall conduct a quarterly preventive maintenance/health check with a corresponding maintenance report as detailed in **Annex A**.

The components of SolarWinds system include the following:

No.	Description	Part Number
1	SolarWinds Network Performance Monitor SL500 (up to 500 elements)	81257
2	SolarWinds Netflow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500	81266
3	SolarWinds Server and Application Monitor AL1100 (up to 1100 elements)	81278

4. Vendor shall provide maintenance subscription for any inquiries or problems concerning the application categorized as follows:

Issue/ Concern	Response Time	Resolution Time
For problems that directly affect the operations of DBP	30 minutes to 1 hour	Within Eight (8) hours resolution time or based on vendors' assessment to provide the solution, provided the vendor receives all the necessary information needed for investigation.
For inquiries or problems/concerns that does not directly affect the operations of DBP	30 minutes to 1 hour	Within Twenty-Four (24) hours resolution time or based on vendors' assessment to provide the solution, provided the vendor receives all the necessary information needed for investigation.

5. Vendor shall provide support during Business Continuity activity. Remote support may be provided as required by DBP.

6. TRAINING REQUIREMENT

The Vendor shall conduct technical training sessions in the event of system enhancements, version upgrades, or upon request by DBP. The schedule for such training shall be subject to mutual confirmation and agreement between both parties. Training certificates shall be issued to all participants within five (5) working days following the completion of the training.

Note: In the event that it is determined the Vendor is in default of any of its obligations under the contract, the penalty clause computation is detailed in Section VIII – Liquidated Damages.

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

III. PERIOD COVERAGE

The period coverage is for 1 year starting from December 1, 2025 to November 30, 2026.

IV. PERFORMANCE BOND

The vendor is required to submit performance security in any of the following forms and percentages:

Form of Performance Security	Minimum % of Total Contract Price
Cash, cashier's/manager's check issued by a Universal or Commercial Bank	Five percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a Foreign Bank	
Surety Bond callable upon demand is issued by a surety or insurance company together with certificate issued by Insurance Commission certifying the surety or insurance company is authorized to issue such surety bond	Thirty percent (30%)

The Performance Security will correspond to the agreed total contract price and shall be effective and in full force and effect for the entire Term of the Agreement.

The said amount shall only be released after the lapse of the contract period, provided that DBP has no claims filed against the supplier/vendor and that all the conditions imposed under the contract have been fully met.

V. PAYMENT TERMS

DBP shall pay the corresponding contract price on a quarterly basis to the Vendor via credit to its deposit account within thirty (30) calendar days upon complete submission and verification of the following documentary requirements:

1. Sales Invoice
2. Submission of a quarterly preventive maintenance/health check report
3. DBP Certificate of Acceptance – Issued upon submission and satisfactory review of the aforementioned documents.

VI. VENDOR REQUIREMENTS

1. Documentary Requirements in compliance to the Government Procurement Law as per latest Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 under Section 53.9:
 - a. PhilGEPS Registration Number
 - b. Latest Business or Mayor's Permit
 - c. Updated and Notarized Omnibus Sworn Statement
 - d. Updated and Notarized Secretary's Certificate
 - e. Notarized Affidavit of No Relations (please refer to Annex B for the template).
 - f. Signed Data Privacy Consent Form – Bids Procurement
 - g. Updated Certificate issued by the principal/manufacture/distributor that the Vendor is an authorized reseller/distributor/direct partner of SolarWinds products.

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

2. Required upon Issuance of Notice of Award (NOA):

Vendor must open/maintain a Savings Deposit Account with DBP where payments shall be credited.

VII. NON-DISCLOSURE CONDITION

The Vendor shall strictly adhere to the confidentiality agreement with the Bank. Information about DBP and its operation in this document is considered proprietary and confidential and must be treated as such by the recipients of this Technical Specifications. In the same manner, the responses to the Technical Specification which shall be specified as confidential shall not be disclosed to any third party.

1. Each party agrees to hold and maintain confidential all materials and information which shall come into its possession or knowledge in connection with the project or its performance, and not to make use hereof other than for the purpose of this project.
2. After completion of the project, all materials, data, proprietary information and other related documents provided to the winning Vendor, and which are hereby deemed owned by DBP shall be returned to DBP.
3. The winning Vendor undertakes that it shall make appropriate instructions to its employees who need to have access to such information and materials to satisfy and comply with its confidential obligation as set forth in this Section.
4. This confidentiality obligation shall survive even after the termination of the contract.
5. The winning Vendor shall, likewise, oblige the provider to be bound by this confidentiality contract.
6. The winning Vendor's breach of this confidentiality provision shall entitle DBP to legal and other equitable remedies including but not limited to the immediate cancellation of the contract and shall entitle DBP to claim for damages and injunctive relief under the circumstances. DBP may also elect to terminate further access by the winning Vendor to any data and information.
7. A Non-Disclosure Agreement between DBP and the winning Vendor will form part of the contract that outlines confidential material, knowledge, or information that both parties wish to share with one another for certain purposes but wish to restrict access for or by third parties.

VIII. LIQUIDATED DAMAGES

In case the Vendor is unable to comply with the terms and conditions of this Agreement or fails to satisfactorily deliver the Subscription on time inclusive of duly granted time extensions, if any, DBP shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Such an amount shall be deducted from the payment.

In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, DBP may rescind or terminate the Agreement, without prejudice to other courses of action and remedies open to it.

IX. OGCC REVIEW

All agreements to be executed by the parties, including all its amendments/supplements in relation to the project/transaction shall be subject to comments/revisions, if any, of the OGCC shall be incorporated in the Agreement that will take effect from signing thereof.

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

"ANNEX A"
Quarterly Preventive Maintenance/Health Check

Items	Status
I. License Validity	
1. License Allocation	
2. Software/firmware upgrade	
II. System Load	
1. CPU utilization	
2. Memory utilization	
3. Disk space	
III. Other components	
1. Network connectivity	
2. Running Status	
3. Core processes (modules)	
4. Major installed patches	

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

"ANNEX B"
Affidavit of No Relations

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

AFFIDAVIT OF NO RELATIONS

I, [name of the President / Chairman / Authorized Representative of the Vendor], [position/designation of the authorized representative], [nationality/citizenship], with business address at [Vendor's Address], pursuant to the authority vested in me by [name of Vendor Corporation] as evidenced by the Secretary's Certificate dated [date of sec cert] issued on my favor, with copy hereto attached, after having been duly sworn in accordance with law, hereby depose and state that:

1. The [Vendor Company Name] is bidding/intending to bid for [Project Name/Description] with the Development Bank of the Philippines (DBP).
2. ***None of the [Vendor's name] officers, directors, and controlling stockholders is related to the Head of the Procuring Entity (HOPE), any members of the Bids and Awards Committee (BAC), any members of the Technical Working Group (TWG), any members of the BAC Secretariat, the head of the Project Management Department, the end-user unit of DBP, or any of the consultants for the project, by consanguinity or affinity up to the third civil degree.***
3. I am executing this affidavit to attest to the truth of the foregoing and in compliance with the requirements of Republic Act No. 9184, the Republic Act No. 12009, the related Implementing Rules and Regulations and regulations of the Commission and Audit.
4. I acknowledge that any false statement or misrepresentation in this affidavit may result in disqualification from the bidding process and could subject me and/or our company to civil, criminal and/or administrative liability.

IN WITNESS WHEREOF, I have hereunto affixed my signature this [Day] Day of [Month], [Year] in [City], Philippines.

[name of authorized representative]
Affiant

SUBSCRIBED AND SWORN TO before me this [Day] Day of [Month], [Year] in [City/Municipality], Philippines, by affiant who exhibited to me his/her competent evidence of identity, consisting of [Government-issued ID, e.g., Driver's License/Passport] with ID No. [ID Number], issued by [issuing government office] on [date of issuance] and expiring on [date of expiry].

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
Series of 2025.



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 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]*;

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. _____

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Series of _____.