



REQUEST FOR QUOTATION

Supply and Delivery of Sound System

Procuring Entity : DBP Head Office
Solicitation Number : P-OH~PFMG-25-00551
Date of Posting/Canvass : 10/18/2025
Deadline of Submission : 10/22/2025 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱507,086.00

Kindly refer to the attached Terms of Reference for details and other conditions.

Please be guided by the following:

1. All entries in the proposal/quotation must be typewritten.
2. Price quotation must be based on the Terms of Reference (TOR) / Scope of Work/Services (SOW) / Technical Specifications (TS), as applicable and must be duly signed by the vendor's representative.
3. Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
4. The open price quotation must include the documentary requirements (see below) and must be submitted through the email address below or to the Procurement Unit-PIMD, DBP Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. No down-payment or advanced payment.
6. Price quotation with incomplete documentary requirement shall not be considered for evaluation.

Documentary Requirements:

- Signed Formal Quotation/Proposal (using Supplier's Letterhead) indicating the brand and model with Technical Specifications of the item/s being offered to prove compliance with the required DBP requirements;
- Proof of PhilGEPS Registration;
- Valid/Updated (2025) Mayor's/Business permit;
- Omnibus Sworn Statement [with eleven (11) statements] (For ABC's above P50K);
- Secretary's Certificate as applicable for Partnership and Corporation;
- Annual Income Tax Return (ITR) – BIR Form 1702-RT (CY 2024) (For ABC's above P500K); and
- Signed DBP Privacy Consent Form and Conformed DBP Terms of Reference (with date, name and signature of Supplier's Authorized Representative per page)

For submission of proposal and any inquiry, you may contact the following personnel:

EDWARD M. RAZON / pimd-pu-capexteam@dbp.ph / 8818-9511 local 2603 / 0917-859-2388

Putting your name and signature below signifies that you have read and understood the Development Bank of the Philippines' Data Privacy Notice (via <https://www.dbp.ph/dbp-data-privacy-notice/>) and expressly consent to the processing of your personal and/or sensitive personal information in the manner and for the purpose provided in said Notice. You understand and accept that this will include access to personal data and records submitted, which may be regarded as personal and/or sensitive personal data as provided under the Data Privacy Act of 2012.

Name of Company/Supplier: _____

Authorized Signatory: _____

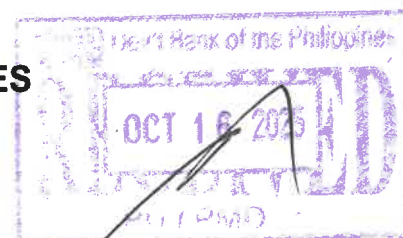
Signature over Printed Name

Date: _____

DEVELOPMENT BANK OF THE PHILIPPINES

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF SOUND SYSTEM



- I. **APPROVED BUDGET FOR THE CONTRACT (ABC): FIVE HUNDRED SEVEN THOUSAND EIGHTY-SIX PESOS (P507,086.00) INCLUSIVE OF VAT/APPLICABLE TAXES AND OTHER CHARGES.**

II. **TECHNICAL SPECIFICATIONS**

Description	Unit Cost	Total Cost
Portable Speaker/PA Quantity : Two (2) units Total Power (minimum) : 400W RMS Input Type : 2 – Mic (XLR / ¼" TRS /Combo minimum, 1 – Aux (1/8" TRS) Connection Type : Bluetooth (v5.0 or higher), USB (Type A or higher) Power Source : AC input, rechargeable battery (up to 6 hours) Additional Features : Powered/active, built-in mixer/equalizer/effects, line out/mix output (daisy- chain capable)	<u>P40,799.00</u>	P81,598.00
Portable Speaker/PA Quantity : Five (5) units Total Power (minimum) : 1100W RMS Input Type : 2 – Mic (XLR / ¼" TRS /Combo minimum, 1 – Aux (1/8" TRS) Connection Type : Bluetooth (v5.0 or higher), USB (Type A or higher) Power Source : AC input Additional Features : Powered/active, built-in mixer/equalizer/effects, line out/mix output (daisy- chain capable)	<u>P75,999.00</u>	P379,995.00

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____

TERMS OF REFERENCE
SUPPLY AND DELIVERY OF SOUND SYSTEM

Description		Unit Cost	Total Cost
Wireless Microphone			
Quantity	: Seven (7) sets		
Simultaneous System per Band	: Two (2)		
System	: Digital		
Battery Type (Receiver/Transmitter)	: Rechargeable battery	₱6,499.00	₱45,493.00
Playtime	: Up to 20 hours		
Additional Features	: Plug and play solution, wireless dongle/pocket transmitter, 1/4" receiver output, carrying case		
Grand Total			₱507,086.00

Note:

- To be procured as one (1) Lot.
- Project shall be awarded to the Supplier with the lowest total offer, subject to the condition that the offer amount shall not exceed the set ABC per item.
- The Brand and Model (if applicable), Technical Specifications, Unit Cost, and Total Cost (per item) should be indicated in the proposal/quotation for evaluation of compliance with the DBP technical specifications.

III. CONDITIONS OF THE CONTRACT

1. The Supplier shall ensure that the items delivered are brand new and in accordance with the specifications required by the DBP. The DBP has the right to reject delivery if items delivered are found to be defective and not in accordance with the required specifications.
2. The DBP may terminate/cancel the Purchase Order (PO) if the supplier fails to deliver, perform, and comply with its obligations.
3. **Delivery Period:** The supplier shall deliver the items within THIRTY (30) CALENDAR DAYS; after the receipt of Purchase Order (PO)/Notice to Proceed.
4. **Delivery Site:** DBP Head Office Makati, Basement, Receiving Section of the Inventory Management Unit – Procurement and Inventory Department (IMU-PIMD), Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. **Warranty:** The warranty period for the items is one (1) year from the date of Certificate of Acceptance of the units. The warranty to cover the defects in parts, or components under normal use.
6. DBP shall promptly notify the Supplier in the writing of any claims of arising under this warranty (Notice of Defect). Upon receipt of such notice, the supplier shall, within the period of ten (10) calendar days and with all reasonable speed, repair or replace the defective item or part thereof, without additional cost to Bank.

IV. TESTING/ACCEPTANCE

The Supplier shall test the sound system in the presence of the PFMG-BPMU personnel prior to the issuance of the Certificate of Acceptance by DBP.

Conformed by:
Company: _____

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Signature over
Printed Name: _____

Date: _____

TERMS OF REFERENCE
SUPPLY AND DELIVERY OF SOUND SYSTEM

V. PAYMENT TERMS

1. Payment shall be processed after completion of delivery and subject to submission of complete documents such as:
 - a. Delivery Receipt
 - b. Invoice/Billing Statement
 - c. Certificate of Acceptance/Completion
2. For every day of delay, 1/10 of 1% (0.001) of the price of the undelivered quantity shall be deducted from the payment in case the Supplier fails to deliver the items on time.

VI. DOCUMENTARY REQUIREMENTS FOR INTERESTED/PROSPECTIVE SUPPLIERS
PAYMENT TERMS

1. Signed quotation/Proposal (indicate the Technical Specifications to verify compliance with DBP requirements)
2. Brochures/specification sheets of proposed sound system
3. Proof of PhilGEPS Registration
4. 2025 Mayors/Business Permit
5. Latest Income Tax Return
6. Omnibus Sworn Statement
7. Secretary's Certificate (for Supplier under partnership/corporation)
8. Signed DBP Data Privacy Consent Form

-end-

Recommended by:

SIGNED

ENGR. JOSE FRANCISCO E. PEREZ

SM-OIC, BPMU

(Per Office Order No. 325 dated 14 July 2025)



Approved by:

SIGNED

SVP RONALDO U. TEPORA

OIC, PFMG

(Per Office Order No. 283 dated June 20, 2025)

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____



Name of Project	Supply and Delivery of Sound System
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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.