



REQUEST FOR QUOTATION

You are invited by the Development Bank of the Philippines to submit a tender for the **ACQUISITION OF ONE (1) TELECOMMUNICATION LINE FOR ROMBLON BRANCH**

SVP-2025-40

Approved Budget for the Contract inclusive of all applicable tax: Php 360,000.00

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 Network and Infrastructure Services Department, not later than 05:00 P.M. of 13 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 Secretary's Certificate <u>AND</u>
Duly notarized Omnibus Sworn Statement	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/>

**ACQUISITION OF NEW, ADDITIONAL AND/OR REPLACEMENT TELECOMMUNICATION
LINE/CONNECTIVITY SERVICE FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP)-
ROMBLON BRANCH**

APPROVED BUDGET FOR THE CONTRACT: Php 360,000

TECHNICAL SPECIFICATIONS

A. BACKGROUND

The telecommunication connectivity service (line) is for the connection of DBP online systems, services and facilities in any of the following DBP remote sites:

A.1. Branch Office, including:

- A.1.a. Lending Center
- A.1.b. Cash Center
- A.1.c. Branch-Lite Unit

A.2. Automated Teller Machine (ATM)

B. OBJECTIVE

To acquire stable, reliable and secure telecommunication connectivity/line service to link DBP remote sites to the Head Office from an authorized and qualified telecommunication service provider (Telco).

C. COVERAGE OF THE CONTRACT

The contract will be for a one (1) year period starting from date of acceptance of service with the option for automatic renewal.

D. MINIMUM SPECIFICATIONS

D.1. Connectivity/Line Service Availability

- > The minimum availability of service is 99.6%.

D.2. Connectivity/Line Specifications



D.2.a. Branch Office

- D.2.a.i. Wired MPLS/VPN, Radio Last Mile or VSAT connection with minimum of 10 Mbps bandwidth
- D.2.a.ii. Must be Ku Band or C Band for the VSAT
- D.2.a.iii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.a.iv. Router must support GRE/mGRE tunneling and IP Security (ex. dynamic VPN) and SNMP
- D.2.a.v. DBP shall have the full access of the router
- D.2.a.vi. Provide near real time and historical link monitoring



D.2.b. ATM - Wired

- D.2.b.i. VPN connection at least 128 Kbps via MPLS
- D.2.b.ii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.b.iii. Support GRE tunneling and SNMP
- D.2.b.iv. Provide near real time and historical link monitoring

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date

☐ D.2.c. ATM – Wireless

- D.2.c.i. Provide data transmission function by public GPRS/ GSM network or higher
- D.2.a.vii. Inclusive network equipment, such as router and or router/modem, must not be on End-of-Life/End-of-Support status within the contract period
- D.2.c.ii. Support GRE Tunneling and SNMP
- D.2.c.iii. Provide GUI access for local and remote management
- D.2.c.iv. Operate at -30~+75°C temperature
- D.2.c.v. Has LED status indication
- D.2.c.vi. Support RJ45 console port
- D.2.c.vii. Include: 1 power cord, 2 antennas, 1 console cable, 1 set documentation
- D.2.c.viii. Provide near real time and historical link monitoring.
- D.2.c.ix. Meet the average latency requirement of not greater than 200ms measured using the Ping utility or any similar mobile applications
- D.2.c.x. Meet signal requirement of not less than 2 bars measured using mobile or similar devices capable of said measurement
- D.2.c.xi. DBP shall have full access to the Modem/Router

D.3. Support Services and Incident Management

- D.3.a. The Telco shall provide 24 x 7 onsite, telephone and email support. For every service unavailability/downtime reported, the response time shall be within thirty (30) minutes.
- D.3.b. Upon the occurrence of service unavailability/downtime, the Telco shall:
 - D.3.b.i. Conduct problem isolation/resolution and link restoration activities
 - D.3.b.ii. Notification via electronic mail (E-mail) and telephone within one (1) hour of the occurrence
 - D.3.b.iii. Minimum of twice a day status report to DBP via E-Mail
 - D.3.b.iv. Estimated time of arrival (ETA) if onsite activities required
 - D.3.b.v. Estimated time of resolution (ETR)
 - D.3.b.vi. Root cause
 - D.3.b.vii. Comply with DBP policies on security and confidentiality during support services.
- D.3.c. The Telco shall submit an incident report stating the reason/s for the outage and detailing the steps undertaken to resolve a particular problem upon DBP's request.

D.4. Service Performance Review

- > The Telco shall conduct a performance review session at least once every quarter of a year

E. TELECOMMUNICATION CONNECTIVITY/LINE REQUIREMENT CLASSIFICATION

The primary objective of the following provisions is to have multiple Telcos per site, providing service redundancy, high availability and avoiding single point of failure.

☐ E.1. New Telecommunication Line Requirement

E.1.a. Covered Sites

Conforme:
_____ Vendor's Company Name
_____ Name & Signature of Authorized Representative
_____ Designation
_____ Date

- New remotes sites

E.1.b. Telco Selection Criteria

- > Telecommunication Line for Branch Office

- E.1.b.i. Two (2) different Telcos (Telco A and Telco B) shall be selected
- E.1.b.ii. Telco A is the lowest (winning) provider
- E.1.b.iii. Telco B is the second lowest provider

- > Telecommunication Line for Additional ATM Facility of a Branch Office

- E.1.b.iv. The Telco must be different from the one which has the majority or most of the telecommunication connectivity services provided for the ATM/s of that Branch Office

☐ E.2. Additional Telecommunication Line Requirement

E.2.a. Covered Sites

- For existing sites with existing telecommunication line/s

E.2.b. Telco Exception

- > The Telco/s of the existing line/s servicing the site shall not be invited and will not be allowed to participate

☒ E.3. Replacement Telecommunication Line Requirement

E.3.a. Covered Sites

- > For existing sites with existing telecommunication line/s

E.3.b. Telco Exception

E.3.b.i. For Telco Redundancy Replacement

- > The Telco of the existing line/s servicing the site including the one to be replaced shall not be invited and will not be allowed to participate

E.3.b.ii. Replacement for the Purpose of Telecommunication Line Capacity (Bandwidth) Upgrade

- > The Telco of the other existing line/s servicing the site (i.e., other than the one to be replaced) shall not be invited and will not be allowed to participate

E.3.b.iii. For Wireless to Wired Facility Replacement

- > The Telco of the other existing line/s servicing the site (i.e., other than the one to be replaced) shall not be invited and will not be allowed to participate

F. DISCONTINUANCE OF SERVICE

DBP can opt to discontinue the service within the contract period without pre-termination fee/s, if the Telco provider fails to meet the required minimum availability of service, specified in item D.1, for three (3) consecutive months (3-strike rule)

G. PAYMENT

The payment shall be in a monthly basis every after the service acceptance.

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date _____

H. REBATES

Should the Service Provider fail to meet the minimum availability of service, as stated in Item D.1, and/or in the event of service interruption, it shall provide service credit to DBP the amount corresponding to the period of interruption and circuit outage.

The computation is as follows:

$$\text{Rebate for the Month} = [\text{MRC} \times \text{TDM}] \div 730 \text{ Hours}$$

Where:

MRC – Monthly Recurring Charge (Php)

TDM – Total Downtime for the Month (Hours)

I. DELIVERY PERIOD

The line service must be completed / done by the Service Provider within (45) forty-five calendar days upon receipt of the Notice to Proceed (NTP).

Conforme:

Vendor's Company Name

Name & Signature of Authorized Representative

Designation

Date



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]* 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 _____.