



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12439918
Procuring Entity DEVELOPMENT BANK OF THE PHILIPPINES - BBG - NORTHERN MINDANA
Title SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF 400AT, 3-PHASE AUTOMATIC TRANSFER SWITCH (ATS) AT DBP SURIGAO BRANCH
Area of Delivery Surigao Del Norte

Solicitation Number:	2025 SUR 022	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Office Equipment		
Approved Budget for the Contract:	PHP 470,000.00	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:	DEVELOPMENT BANK OF THE PHILIPPINES - BBG - NORTHERN MINDANA	Date Published	30/09/2025
Contact Person:	Richele S. Joloyohoy BAC Secretariat Tirso Neri St. corner Corrales Ave. Cagayan De Oro City Misamis Oriental Philippines 9000 63-088-8572088 nmbg@dbp.ph	Last Updated / Time	29/09/2025 16:19 PM
		Closing Date / Time	06/10/2025 15:00 PM
Description Supply, Delivery, Installation, Testing and Commissioning of 400AT, 3-Phase Automatic Transfer Switch (ATS) for Genset (kindly refer to the attached Scope of Works and Technical Specifications) Other Information For additional queries, please contact Ms. Cindy Basil (Branch Services Officer)			

Created by Richele S. Joloyohoy

Date Created 29/09/2025

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Development Bank of the Philippines

REQUEST FOR QUOTATION

Date of Posting/Canvass : **Monday, 29 September 2025**
Date of Last Submission : **Monday, 6 October 2025**
Solicitation Number : **2025 SUR 022**
Procuring Entity : **DBP Surigao Branch**
Title : **SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF 400AT, 3-PHASE AUTOMATIC TRANSFER SWITCH (ATS) AT DBP SURIGAO BRANCH**
Area of Delivery : **DBP Building, Narciso Street, Surigao City**
Procurement Mode : **Negotiated Procurement - Small Value Procurement (Sec. 53.9)**
Classification : **Goods - General Support Services**
Category : **Office Equipment**
Approved Budget : **470,000.00**
Delivery Period : **30 days**

Item No.	Item and Description	Quantity	Unit/s	Unit Price	Total Price
1	Supply, Delivery, Installation, Testing and Commissioning of 400AT, 3-Phase Automatic Transfer Switch (ATS) for Genset (kindly refer to the attached Scope of Works and Technical Specifications)	1	Lot		
	NOTHING FOLLOWS				
	Total Amount				

Please quote your lowest price on the item/s stated above, subject to the general conditions below.

(Sgd.) **SM JESILY A. REJUSO**
Branch Head

After having carefully read and accepted your general conditions, I/We quote you on the item(s) at prices noted above.

General Conditions & Requirements:

- All Entries must be typewritten/legibly written
 - Price quotation must be based on the Technical Specifications (TS), Terms of Reference (TOR) / Scope of Work/Services (SOW), as applicable and must be duly signed by the supplier's representative.
 - Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
 - Price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract
 - Price quotation with incomplete documentary requirement shall not be considered for evaluation.
 - Signed copy of this RFQ by the supplier's authorized representative should be attached with the submitted proposal.
 - Partial bids are allowed.
 - Mode of submission of quotation: Open.
- Quotation must include the documentary requirements below:
- ☐ Proof of PhilGEPS Registration;
 - ☐ Mayor's/Business permit for the current year;
 - ☐ Omnibus Sworn Statement (For ABC's above P50K); Secretary's Certificate (If Partnership/Corporation)
 - ☐ Business/Income Tax Return (For ABC's above P500K);
 - ☐ Samples/Brochure/Data Sheet, as necessary and/or other documents as specified in the TOR/ SOW/TS;
 - ☐ Statement of Government &/or Private Contracts Completed which are Similar in Nature
- No down-payment or advanced payment.
 - Payment shall be processed after completion of delivery, subject to complete documents for payment (i.e) Billing/ Statement of Account).
 - For every day of delivery delay, 1/10 of 1% of the price of the undelivered quantity shall be deducted from the payment.
 - DBP has the right to reject delivery if item/s delivered were found to be defective and/or not according to the required specifications.

Printed Name/Signature

Tel.No./Cell No./e-mail Address

Company Name

Address

Date:

TIN #:

(Indicate if VAT or VAT exempt)



PROJECT: SUPPLY, DELIVERY, INSTALLATION AND TESTING & COMMISSIONING OF 400AT, 3-PHASE AUTOMATIC TRANSFER SWITCH (ATS) AT DBP SURIGAO BRANCH

LOCATION: NARCISO ST. BRGY. WASHINGTON, SURIGAO CITY

SUBJECT: SCOPE OF WORKS AND TECHNICAL SPECIFICATIONS

I. Approved Budget for the Contract:

**IN PESOS: FOUR HUNDRED SEVENTY THOUSAND ONLY (PHP 470,000.00)
INCLUSIVE OF ALL APPLICABLE TAXES**

Description	Total Quantity
400AT, 3-PHASE AUTOMATIC TRANSFER SWITCH (ATS)	1 LOT

II. Technical Specification:

1. Supply, delivery, installation and testing & commissioning of 400AT, 3-Phase Automatic Transfer Switch (ATS) as per technical specification (see Annex A).

III. CONDITIONS OF THE CONTRACT:

I. Approved Budget for the Contract:

1. The Supplier must conduct inspection and verification of the actual area of construction/ installation.
2. All necessary pipes, wires/cables, supports and accessories shall be provided by the contractor to complete all requirements to operate the 400AT, 3-Phase Automatic Transfer Switch (ATS) along with existing generator set.
3. The Supplier shall ensure the compatibility of the 400AT, 3-Phase Automatic Transfer Switch (ATS) to existing generator set.
4. The Supplier to make sure no damages will occur during the removal/dismantling & installation of Automatic Transfer Switch (ATS) and its system components. Any resulting damage will be charged accordingly.
5. The Supplier to provide necessary temporary protection on the work areas affected by the activities.
6. The Supplier must submit sample/s of materials/technical specification/shop drawing related to the project for approval by DBP before fabrication/installation. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications/model.
7. DBP may terminate/cancel the Purchase Order (PO) when the Supplier fails to deliver, perform and comply with its obligation.
8. **Delivery and Installation Period:** The Supplier shall complete the project within 30 days (30) calendar days after receipt of Notice to Proceed (NTP).
9. **Warranty:** One (1) year warranty upon acceptance of items by DBP.

10. **Performance Security:** To guarantee the faithful performance of obligations, the winning contractor is required to post within ten (10) calendar days from receipt of Notice of Award, a performance security (to expire upon completion of the project) in any of the following forms and percentages:

Forms of Performance Security	Minimum % of 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 of Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

IV. DOCUMENTARY REQUIREMENTS:

Interested Supplier/s must submit the following documents:

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

V. PAYMENT:

- A one-time full payment shall be processed after completion of the project subject to submission of complete documents for payment (i.e. Invoice/Billing Statement, Certificate of Completion/Acceptance and Project Picture).
- For every day of delay, 1/10 of 1% (0.001) of the price of undelivered item/s shall be deducted from the payment, in case the Supplier fails to deliver the items on time. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of PO/NTP, DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it.

-end-

Recommended by:

(signed)

CINDY B. BASIL

Acting Branch Services Officer

Approved by:

(signed)

SM JESILY A. REJUSO

Branch Head



DEVELOPMENT BANK OF THE PHILIPPINES
Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



TECHNICAL SPECIFICATIONS 400AT AUTOMATIC TRANSFER SWITCH

Specification:

- Ampere Trip Rating : 400
- Voltage(V) : Up to 480V AC, 60Hz
- Pole : 3-Pole
- Phase : 3-Phase
- 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.
- Inclusive of necessary accessories to operate the system

400AT AUTOMATIC TRANSFER SWITCH TECHNICAL SPECIFICATIONS FOR DBP SURIGAO BRANCH