



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12453643
Procuring Entity DEVELOPMENT BANK OF THE PHILIPPINES - BBG - NORTHERN MINDANA
Title Supply, Delivery, Installation, Testing and Commissioning of Burglar Alarm System for DBP Surigao Branch
Area of Delivery Surigao Del Norte

Solicitation Number:	2025 SUR 024	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:	Security Surveillance and Detection Equipment		
Approved Budget for the Contract:	PHP 233,381.35	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:		Date Published	06/10/2025
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	03/10/2025 10:23 AM
		Closing Date / Time	13/10/2025 01:00 AM
Description Supply, Delivery, Installation, Testing and Commissioning of Burglar Alarm System for DBP Surigao Branch (kindly refer to the attached Scope of Works and Technical Specifications) Other Information For additional queries, please look for Ms Cindy B. Basil (Branch Services Officer)			

Created by Richele S. Joloyohoy
Date Created 03/10/2025

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Development Bank of the Philippines

REQUEST FOR QUOTATION

Date of Posting/Canvass : **Monday, 6 October 2025**
Date of Last Submission : **Monday, 13 October 2025**
Solicitation Number : **2025 SUR 024**
Procuring Entity : **DBP Surigao Branch**
Title : **SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BURGLAR ALARM SYSTEM FOR 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 : **Security Surveillance and Detection Equipment**
Approved Budget : **233,381.35**
Delivery Period : **30 days**

Item No.	Item and Description	Quantity	Unit/s	Unit Price	Total Price
1	Supply, Delivery, Installation, Testing and Commissioning of Burglar Alarm System for DBP Surigao Branch (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)

DEVELOPMENT BANK OF THE PHILIPPINES (DBP)

TECHNICAL SPECIFICATIONS

Supply, Delivery, Installation, Testing and Commissioning of Burglar Alarm System for DBP Surigao Branch Small Value Procurement

I. **Approved Budget for the Contract:** ₱ 233,381.35 (inclusive of all applicable taxes and other charges)

II. **Scope of Works and Technical Specifications:** per attached specifications (Annex A).

The Contractor shall hold all obligations, duties and responsibilities necessary for the successful completion of the contract assigned to or be undertaken, including all labor, materials, equipment and services, other incidentals, i.e., bonds and insurance, contractor's all risk insurance (CARI), and furnishings thereof in accordance with the specifications and all addenda prepared by DBP.

III. **Conditions of the Contract:**

1. The Contractor shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP has the right to reject the delivery if the item/s delivered were found to be defective and not according to the required specifications.
2. The Contractor shall submit construction schedule reflecting all activities needed to complete the project, their sequence and duration.
3. The Contractor must submit sample/s of materials and devices for approval by DBP before installation.
4. The Contractor shall designate or employ a full-time project coordinator that will supervise on-site works and activities.
5. The DBP may terminate/cancel the Purchase Order (PO) or Notice to Proceed (NTP) when the Supplier fails to deliver, perform, and comply with its obligation.
6. **Project Period:** The Supplier shall complete the project within thirty (30) calendar days after the receipt of Purchase Order (PO) / Notice to Proceed (NTP).

Point of Delivery:

Address	Contact No.
DBP Surigao Branch Narciso St., Barangay Washington Surigao City, Surigao del Norte 8400 Email: surigao@dbp.ph Contact person: Ms. Cindy Basil Branch Services Officer	(086) 826-0289

7. **Warranty:** At least one (1) year warranty upon completion of all works.
The Supplier warrants that the Goods supplied under the Contract are new, unused, and free from defects.
8. **Retention:** The obligation for the one (1) year warranty (reckoned from the date of completion) shall be covered by either retention money, irrevocable standby Letter of Credit, Surety Bond or a special bank-guarantee equivalent to ten percent (10%) of the total contract amount.
9. **Performance Security:** To guarantee the faithful performance of obligations, the winning supplier 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.	Ten Percent (10%)
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 issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

10. DBP shall promptly notify the Supplier in writing of any claims arising under the warranty (Notice of Defects). 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 parts thereof, without cost to the Bank.

IV. Documentary Requirements:

Interested Supplier/s must submit the following documents:

- a. Signed Proposal/Quotation
- b. Proof of PhilGEPS Registration
- c. 2025 Mayor's/Business Permit
- d. Notarized Omnibus Sworn Statement signed by owner / authorized representative
- e. For sole proprietorship, duly notarized Special Power of Attorney, if to designate a representative.
- f. For contractor/supplier under partnership/corporation, Secretary's Certificate
- g. Signed Request for Quotation (RFQ)

V. Payment:

1. A one-time full payment shall be processed after the completion of the project subject to submission of the following complete documents for payment:
 - Letter of Request for Payment, or Billing Statement
 - Statement of Work Accomplishment
 - Contractor's Affidavit
 - Project Pictures
 - Certificate of Completion/Acceptance

2. Once the contract duration expires, including any time extension duly granted, and the Contractor refuses or fails to satisfactorily complete the work, DBP shall impose upon the Contractor in default liquidated damages. Liquidated damage is an amount equal to at least 1/10 of 1% (0.001) of the cost of the unperformed portion of the works for every day of delay.
3. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, DBP may rescind or terminate the contract without prejudice to other courses of action and remedies available under the circumstances. This does not, however, preclude DBP in resorting to Termination of Contract under Section 71.4 of the IRR of RA12009.
4. In computing liquidated damages, DBP shall determine the usability of the project. A project or a portion thereof may be deemed usable when it starts to provide the desired benefits as certified by the targeted end-user or implementing unit and the DBP.
5. To be entitled to liquidated damages, DBP does not have to prove that it has incurred actual damages. Such amount shall be deducted from any money due, or which may become due the contractor under the contract, collected from the retention money or other securities posted by the contractor, or a combination thereof, whichever is convenient to DBP.

Prepared by:

(signed)
CINDY B. BASIL
Branch Services Officer

Approved by:

(signed)
AVP JONATHAN C. ABIAN
Head, Surigao Branch

1. GENERAL REQUIREMENTS

- 1.1 Construction health and safety program
- 1.2 Mobilization and demobilization
- 1.3 Site Maintenance
 - 1.3.1 Hauling/ disposal

2. SITE CONDITIONS

- 2.1. Dismantling works
 - Dismantling of existing Burglar Alarm System devices and Panel, and properly turning over and securing the dismantled items in the DBP-designated storage area

3. ELECTRONIC SECURITY SYSTEM

- 3.1. Installation of Burglar Alarm System and Accessories
 - 3.1.1. Burglar Alarm Control Panel
 - 3.1.2. auto dialer for burglar alarm (line / GSM Ready)
 - 3.1.3. Siren with strobelights
 - 3.1.4. Magnetic Door Contact
 - 3.1.5. Hold-up buttons
 - 3.1.6. Foot rail switches
 - 3.1.7. Vibration contact
 - 3.1.8. Silent Signaling device (LED indicator)
 - 3.1.9. Buzzer with emergency button
 - 3.1.10. Motion detection light
- 3.2. Installation of wires and cables
 - 3.2.1. Cat5e UTP cable 4 pairs
 - 3.2.2. #22 2C AWG stranded TF wire
 - 3.2.3. #12 AWG stranded THHN wire
- 3.3. Installation of conduits and fittings
 - 3.3.1. 25mm dia PVC pipe (3m/pc) with adapter and locknut
 - 3.3.2. 20mm dia flexible PVC pipe (50m/roll)
 - 3.3.3. 20mm dia straight connector
 - 3.3.4. 20mm dia angle connector
- 3.4. Installation of boxes
 - 3.4.1. Pullbox (GA#16)
 - 3.4.2. Junction box with cover (PVC)
 - 3.4.3. Utility box (PVC)
- 3.5. Other accessories
 - 3.5.1. Hanger and support
 - 3.5.2. Consumables (tape, tagging, PVC cement and accessories)
 - 3.5.3. Mounting termination, testing & commissioning and programming.

Notes:

- The Contractor to disable supervisory notification before working on devices to prevent unnecessary alarms during execution of the project.
- The Contractor to remove the power supply of Burglar Alarm Control Panel before the work started.
- The Contractor shall ensure that no damage occurs to the existing devices/panel and ceiling during dismantling of existing Burglar alarm system.
- The Contractor shall provide temporary protection in all work areas affected by the activities to minimize disruption and ensure safety.
- Any damages caused during work shall be assessed and charged accordingly.
- Contractor shall provide all manuals and must schedule and conduct operation/training for the DBP Branch personnel for the maintenance and upkeep of the installed Burglar alarm system.

TECHNICAL SPECIFICATIONS BURGLAR ALARM SYSTEM FOR DBP SURIGAO BRANCH

BURGLAR ALARM CONTROL PANEL

- Power supply: 220 – 240VAC , 60Hz
- Number of zones: 8 zones expandable capacity
- Inclusions 12V/ 6.5 to 33Ah battery, automatic telephone dialer capable of sending voice message to four (4) telephones, and keypad that can carry various programming of the system settings (Mode, protection zones, remote alarm, tel. number , etc.)

AUTO DIALER (LINE / GSM READY)

- Operating voltage: 10 to 14V, DC
- Operating Current: 15 to 100mA
- Tel. Number memories: 4 x 16 digits for voice message sending, 1 x 26 Digits for pager numeric message sending
- Voice message duration: Max. 20 sec., recording is repeated for 40 sec., during sending
- Number of calls: When triggered, each programmed number is called ≥ 3 times

SIREN WITH STROBELIGHTS

- Volume: ≥ 80 DB (Electronically addressable)

MAGNETIC DOOR CONTACT

- Operating range: ≥ 25 mm range, normally open, installed on door frame/ drop wall and door

HOLD-UP BUTTON

- Material: ABS material, 12 / 24v DC with one (1) reset key

FOOT RAIL SWITCH

- Material: Rugged stainless steel, N/O and NC output circuit

MONEY CLIP

- Installation: PCOS tray inside counter, SPDT contacts with set screw for mounting

VIBRATION CONTACT

- Mounting: Surface mounted with ≥ 1.5 m sensing radius and LED indicators

SILENT SIGNALING DEVICE

- Diameter: ≥ 9 mm
- Light Source: LED

BUZZER WITH EMERGENCY BUTTON

- Operating voltage: 24V DC
- Buzzer volume: ≥ 70 Db
- Relay output: N/O, NC alarm circuit connection

MOTION DETECT LIGHT

- Induction time: Adjustable
- Lamp: LED
- Detection range: 10 meters (min.)