



TECHNICAL SPECIFICATIONS

SUPPLY, DELIVERY AND INSTALLATION OF UPS

I. Approved Budget for the Contract (ABC)

The Approved Budget for the Contract is **THREE HUNDRED THOUSAND PESOS ONLY (P300,000.00)** (Inclusive of VAT and other applicable taxes/charges).

II. Technical Specifications

Please refer to the attached specifications.

III. Delivery Period

The winning bidder must complete the delivery and installation of the unit within ninety (30) calendar days after the receipt of Notice to Proceed (NTP).

IV. Delivery Site

The unit/item must be delivered to designated DBP Offices as attached in Annex A.

Corresponding penalties shall be imposed for late delivery at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay per required period and quantity delivered.

V. Training

The winning bidder must provide training session for at least two (2) DBP user per branch on the basic operations and troubleshooting of the delivered units. The training should be conducted after the complete delivery and installation of the units.

VI. Installation, Testing and Inspection

The winning bidder shall install the units as per agreed schedule of DBP authorized representative within thirty (30) calendar days as per item number III. Delivery Period. The DBP authorized representative shall then test and inspect the units upon successful installation.

VII. Warranty Period

The two (2) years warranty period will commence upon issuance of Certificate of Acceptance.

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VIII. After Sales

Within the warranty period, the bidder is required to provide the following technical support:

1. Response time is within four (4) hours and resolution time is within 24 hours.
2. Beyond 24 hours, the bidder must provide a service unit once pulled out and to return the unit within one (1) to two (2) weeks.
3. Units for repair must be pulled-out from the DBP Office where it was originally reported and will not require the Bank to deliver the unit to the Bidder's Service Center. However, for units that were validated unserviceable and with persistent hardware problems that occur three (3) times, the winning bidder is required to replace the unit with a brand new (same model) or a higher specification.

IX. Retention

The winning bidder is required to submit a special bank guarantee or a letter confirmation for the retention money in the amount equivalent to 5% of the total contract price. The retention money will be released after the lapse of the one (1) year warranty period and the remaining one (1) year warranty will be covered by a paper warranty. Provided, however, that the equipment delivered is free from patent and latent defects and all the conditions imposed under the contract have been fully met.

X. Performance Security

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

Form of Performance Security	Minimum % of Contract Amount
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 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%)

XI. Payment

1. *Winning bidder must open an account with DBP for payment purposes upon receipt of Notice of Award (NOA) (in case they have no DBP account).
2. Payment shall be made based on the corresponding contract price via credit to its deposit account within Fifteen (15) calendar days from receipt of the sales invoice, delivery receipt and DBP issuance of the Certificate of Acceptance.

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3. Certificate of Acceptance will be issued upon completion of the following:
 - a. Complete submission of the Certificate of Completion to be approved/confirmed by the authorized DBP representatives as per attached sample template under Annex B.
 - b. Provision of training for the basic operations and troubleshooting under Section V. Training.
4. Winning bidder must submit a complete list of delivery receipt as confirmed/received by the authorized DBP representative.

XII. Documentary Requirements for the Bid Opening

1. Bidders must have completed a single contract of similar nature within the last five (5) years, equivalent to at least fifty percent (50%) of the ABC of this project. "Similar Contract" shall mean supply and delivery of Supply/Delivery/Installation of UPS.
2. Technical data sheet/brochure of the brand/model being offered.
3. The bidder shall submit the summary of the technical specifications of the brand and model being offered cross-referenced against the DBP minimum technical specifications as per attached Annex C.
4. Certificate from the manufacturer for the brand being offered stating that the following:
 - The bidder is a reseller or distributor.
 - The bidder is an authorized service provider of the brand being offered or of the manufacturing company.
 - The brand and model number being offered by the bidder did not come from the "grey market".
 - The unit offered will not reach End of Life for the next Five (5) years.

Note: If the bidder is not a reseller/distributor of the manufacturer, bidder must submit a corresponding certificate linking the bidder to the manufacturer of the brand being offered.

5. Submission of a valid power efficiency certificate issued by an authorized certifying body. The certificate must be verifiable or available for download on a website for confirmation of its validity. Please provide the direct link to the certificate or to the verification page on the website.
6. List of bidder's or brand's accredited service center with the presence of at least One (1) service center as per attached ANNEX D. The bidder or brand's accredited service centers must submit their respective 2024 Mayors' Permit as required under Section XIII. Post Qualification Requirement.

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XIII. Post Qualification Requirement

1. The bidder is required to provide a prototype demo unit of the exact brand and model being offered to test if the equipment is compliant to the Bank's required specifications within Five (5) calendar days from the notification from BAC as the Lowest Calculated Bid (LCB).
2. The bidder is also required to provide the 2025 Mayors' Permit of the bidder's or brands' accredited service centers.

XIV. Non-Disclosure Condition

The bidder 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 the Technical Specifications. In the same manner, the responses to the Technical Specifications 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 bidder, and which are hereby deemed owned by DBP shall be returned to DBP.
3. The winning bidder 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 bidder shall, likewise, oblige the provider to be bound by this confidentiality contract.
6. The winning bidder'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 for claim for damages and injunctive relief under the circumstances. DBP may also elect to terminate further access by the winning bidder to any data and information.
7. A Non-Disclosure Agreement between DBP and the winning bidder 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.


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RECOMMENDED BY:

TECHNICAL WORKING GROUP

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MARITES B. BONILLA
OIC, Branch Services

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MICHELLE F. PARO
OIC, Cashiering & Telling

APPROVED BY:

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AM MYLENE H. MASION
Acting Branch Head

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ANNEX A

DBP OFFICE ADDRESS

NO.	BUSINESS UNIT	Capacity	Qty.	ADDRESS
1	Dipolog Branch	10 KVA	2	Development Bank of the Philippines, Highway Turno, Dipolog City, Zamboanga del Norte

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ANNEX B

CERTIFICATE OF COMPLETION

This is to certify that the (brand and model) ___ KVA UPS from (bidder's name) have been delivered at (branch name) on (date) and have been tested and accepted in accordance with the standard specifications of the Bank.

REQUIREMENTS CRITERIA

	PROCEDURE	STATUS	REMARKS
1	Check if all peripherals are complete	☐ Passed ☐ Failed	All peripherals are complete (UPS and power cord)
2	Physical testing (load in watts)	☐ Passed ☐ Failed	ATM load capacity is _____.
3	Check if the unit is brand new and is good working condition	☐ Passed ☐ Failed	The unit is brand new and is good working condition.
4	Validate timely supply, delivery, and installation	☐ Passed ☐ Failed	Unit is delivered on _____ and installed on _____. (Kindly indicate if branch requested for self-installation)
5	Perform User Awareness Training	☐ Passed ☐ Failed	Performed User Awareness Training on _____.

This certification is being issued to attest that all of the Bank's requirements have been fully satisfied.

Issued this (date), (location).

PREPARED BY:

(Name of Bidders Authorized Representative)
(Position)

APPROVED BY:

(Name of DBP Authorized Personnel)
(Position)

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ANNEX C

TECHNICAL SPECIFICATIONS

10KVA UNINTERRUPTED POWER SUPPLY (UPS)

PARTICULARS	SPECIFICATIONS	BIDDER'S SPECIFICATION	REFERENCE DOCUMENTS
Capacity	10 KVA		
Type	On-line		
Wave form	Pure sine wave		
INPUT PARAMETER			
Nominal Voltage	220/230Vac		
Voltage Range	160 – 270 VAC		
Frequency	50/60 Hz		
Frequency Range	45 – 65 Hz		
Power Factor	1.0		
OUTPUT PARAMETER			
Nominal voltage	220/230 V		
Voltage regulation	+/- 1%		
Power Factor	1.0		
Transfer time	Zero		
Operating Temperature	0°C - 40°C		
Runtime	Minimum of 15 minutes at ATM full load		
Battery	Sealed Maintenance Free		
Power cord	Detachable Power Cord with: 1 – Line to Line 1 – Neutral ground 1 – Earth ground (green)		
Output Outlet	Standard Design 3 – Prong Parallel Outlet with: 1 – Line to Line 1 – Neutral Ground 1 – Earth ground (Green)		

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LCD Display Monitor	Must be able to display the following: • Frequency • Load in Watt • Temperature • Load Percentage		
Protection	Must have a protection against short circuit such as but not limited to the following: • Overload • Low input voltage • Surge input voltage per UL 1449 • Overheat in the UPS		
Audio Indications	Must have a signal indication during battery mode, low battery, other fault detected on the UPS.		
Overload capability	Must be able to sustain for at least 60 seconds in case of 100% load without abnormal behavior of the UPS		

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ANNEX D

SERVICE CENTER LIST FORM

1. Region	(Bidder's Service Center Address within the Region)
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