



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



## REQUEST FOR QUOTATION

The Development Bank of the Philippines (DBP), through its Regional Bids and Awards Committee – Northern Luzon, will undertake a Small Value Procurement for the **“Supply, Delivery, Testing and Commissioning of Generator Set including Dismantling of Existing Unit for Development Bank of the Philippines – Bangui Branch”** in accordance with Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 12009.

The details of the projects/activities/programs are as follows:

Name of Project	Supply, Delivery, Testing and Commissioning of Generator Set for Development Bank of the Philippines – Bangui Branch
Location	Ground Floor, Legislative Building, National Highway, Brgy. San Lorenzo, Bangui, Ilocos Norte 2920
Contract Period	Sixty (60) calendar days upon signing of the Notice to Proceed
Technical Specifications	See attached “Annex A” for the Scope of Works (SOW)
Approved Budget for the Contract	One Million One Hundred Seventeen Thousand Nine Hundred Pesos and 48/100 (Php 1,117,900.48), inclusive of all taxes

Interested suppliers are required to submit their signed Price Quotation Form (Annex “B”) on or before **5:00 P.M. of November 27, 2025**. Open quotations may be submitted manually at DBP Bangui Branch Legislative Bldg., Brgy. San Lorenzo, Bangui, Ilocos Norte or through email addresses [bangui@dbp.ph](mailto:bangui@dbp.ph) or [nlbg@dbp.ph](mailto:nlbg@dbp.ph).

The project shall be awarded to the proponent determined to have submitted the single or lowest and responsive quotation. The proponent/s with the lowest and responsive quotation shall be required to submit to the BAC certified copies of the documents noted in the Scope of Works before award of the project/contract:

For inquiry, you may contact **AM Rosario Y. Tamayo**, Head, Bangui Branch at Telephone No. (02) 818-9511 loc. 1556.

signed

**MARIA DOLORES C. GUEVARA**  
First Vice President  
Head, BBG – Northern Luzon

**ANNEX A**

<b>PROJECT</b>	<b>:</b>	<b>SUPPLY, DELIVERY, TESTING AND COMMISSIONING OF GENERATOR SET FOR DEVELOPMENT BANK OF THE PHILIPPINES – BANGUI BRANCH</b>
<b>LOCATION</b>	<b>:</b>	<b>GROUND FLOOR LEGISLATIVE BUILDING, NATIONAL HIGHWAY, BRGY. SAN LORENZO, BANGUI, ILOCOS NORTE 2920</b>
<b>SUBJECT</b>	<b>:</b>	<b>SCOPE OF WORKS</b>
<b>MODE OF PROCUREMENT</b>	<b>:</b>	<b>SMALL VALUE PROCUREMENT</b>

**I. APPROVED BUDGET FOR THE CONTRACT**

**PESOS: ONE MILLION ONE HUNDRED SEVENTEEN THOUSAND NINE HUNDRED AND 48/100 (P 1,117,900.48) INCLUSIVE OF ALL APPLICABLE TAXES**

<b>Description</b>	<b>Quantity</b>	<b>Amount</b>
Supply, Delivery, Testing and Commissioning of Generator Set	1 lot	P 1,117,900.48

**II. REQUIREMENTS**

**A. Technical Specifications**

**1. Generator Set**

- Standby Power : 50 KVA
- Voltage : 230 V
- Phasing : Single-Phase
- Frequency : 60 Hz

**2. Automatic Transfer Switch (ATS)**

- Ampere Rating : 300 A
- Pole : 2-Pole
- Voltage : 230 V
- Frequency : 60 Hz

*Note:* Other specifications per manufacturer's standard.

**B. Other Requirements**

1. Supplier to dismantle and decommission existing generator set. The existing manual transfer switch (MTS) shall be also dismantled and replaced with new automatic transfer switch (ATS).





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2. Supplier to provide all necessary cables, pipes and support including replacement of existing lines (compatible to the new generator capacity) and tapping to existing power supply to complete all requirements to operate the generator set.
3. Supplier shall also perform trenching works for the power line to the new ATS and the Bank's unitized panel. Consequently, the supplier shall restore all affected area/finishes upon complete installation of the new generator set.
4. Supplier to provide **mechanical plans duly signed and sealed by a Professional Mechanical Engineer (PME)** and processing of **Permit-to-Operate (PTO)** for the new generator set.
5. Authority to sign documents covering administrative matters in conducting business affairs of DBP including, but not limited to, the application of pertinent permits and/or licenses required on which may be required relative to the implementation of the project is designated to the Head of the Project Proponent (DBP Bangui Branch).
6. The supplier must submit shop drawings and brochures/specification sheets of devices/equipment for approval by DBP before purchase and/or installation. All items must conform with the standards implemented by the Bureau of Philippine Standards of the Department of Trade and Industry (DTI-BPS).

#### C. Manner of Delivery

Winning supplier shall handle freight shipments from its office to **DBP Bangui Branch, Legislative Building, Brgy. San Lorenzo, Bangui, Ilocos Norte** (delivery location).

### III. CONDITIONS OF THE CONTRACT

1. The supplier shall conduct inspection, verify the actual installation area and submit technical specifications of proposed work items being offered.
2. The supplier shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications/model.
3. The DBP may terminate/cancel the Purchase Order (PO)/Notice to Proceed (NTP) should the supplier fail to deliver, perform and comply with its obligation.
4. **Delivery Period:** The supplier shall complete all works within **sixty (60) calendar days** after receipt of PO/NTP.

### IV. PAYMENT

1. **One-time, full payment** shall be issued upon completion/acceptance of all works.



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BAGONG PILIPINAS

2. When the supplier fails to satisfactorily complete all works under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages-in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by DBP following the provisions stipulated in RA 12009.

## V. WARRANTY

In order to assure that manufacturing defects shall be corrected by the supplier, a warranty shall be required from the contract awardee for a minimum period of one (1) year after completion/acceptance by the procuring entity of the delivered items.

### RECOMMENDED BY:

signed

**JOSE MIGUEL G. AGONoy**  
OIC – Branch Services

### APPROVED BY:

signed

**FVP MARIA DOLORES C. GUEVARA**  
Head, BBG – NL



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## PRICE QUOTATION FORM

ANNEX B

### The Regional Bids and Awards Committee

Development Bank of the Philippines  
Branch Banking Group – Northern Luzon  
Lower Session Road  
Baguio City, Benguet

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the items as follows:

Description	Qty	Unit	Unit Cost	Total Price
Supply, Delivery, Installation, Testing and Commissioning of Generator Set including Dismantling of Existing Unit for Development Bank of the Philippines – Bangui Branch	1	Lot		
<b>TOTAL</b>				
<b>Amount in words</b>				

The above-quoted price is inclusive of delivery cost and applicable taxes.

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name and Signature of Owner/Representative

SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF GENERATOR SET  
INCLUDING DISMANTLING OF EXISTING UNIT FOR DBP BANGUI BRANCH





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<sup>1</sup>** 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](mailto:info@dbp.ph).

<sup>1</sup>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.