



REQUEST FOR QUOTATION

Supply, Delivery, Installation, Testing & Commissioning of 2 units UPS

Procuring Entity : DBP Head Office
Solicitation Number : P-COMMONWEAL-25-00010
Date of Posting/Canvass : 11/12/2025
Deadline of Submission : 11/17/2025 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱228,520.00

Kindly refer to the attached Terms of Reference for details and other conditions.

Please be guided by the following:

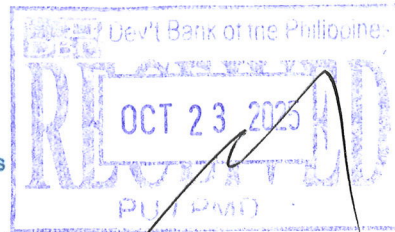
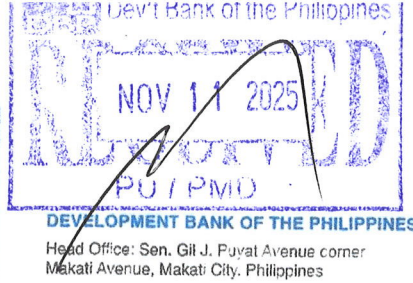
1. All entries in the proposal/quotation must be typewritten.
2. Price quotation must be based on the Terms of Reference (TOR) / Scope of Work/Services (SOW) / Technical Specifications (TS), as applicable and must be duly signed by the vendor's representative.
3. Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
4. The open price quotation must include the documentary requirements (see below) and must be submitted through the email address below or to the Procurement Unit-PIMD, DBP Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. No down-payment or advanced payment.
6. Price quotation with incomplete documentary requirement shall not be considered for evaluation.

Documentary Requirements:

- Signed Formal Quotation/Proposal (using Supplier's Letterhead) with brochure/data sheet indicating the brand and model of the items being offered with Technical Specifications to prove compliance with the required DBP requirement;
- Proof of PhilGEPS Registration;
- Valid/Updated Mayor's/Business permit;
- Omnibus Sworn Statement [with eleven (11) statements] (For ABC's above P50K);
- Secretary's Certificate as applicable for Partnership and Corporation; and
- Signed DBP Privacy Consent Form and Conformed DBP Terms of Reference (with date, name and signature of Supplier's Authorized Representative per page)

For submission of proposal and any inquiry, you may contact the following personnel:

EDWARD M. RAZON / pimd-pu-capexteam@dbp.ph / 8818-9511 local 2603 / 0917-859-2388



Terms of Reference

SUPPLY, DELIVERY, INSTALLATION, TESTING & COMMISSIONING OF 2 UNITS UPS

I. Approved Budget for the Contract (ABC)

The Approved Budget for the Contract is ₱228,520.00 (Inclusive of VAT and other applicable taxes/charges).

II. Technical Specifications

PARTICULARS	SPECIFICATIONS
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)

PARTICULARS	SPECIFICATIONS
LCD Display Monitor	Must be able to display the following: <ul style="list-style-type: none">• Frequency• Load in Watt• Temperature• Load Percentage
Protection	Must have a protection against short circuit such as but not limited to the following: <ul style="list-style-type: none">• Overload• Low input voltage• Surge input voltage per UL 1449• Overheat in the UPS

Conformed by:
Company: _____

Signature over
Printed Name: _____

Date: _____



(02) 8818-9511



info@dbp.ph



www.dbp.ph



P.O.
Mail

SUPPLY, DELIVERY, INSTALLATION, TESTING & COMMISSIONING OF 2 UNITS 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

III. Delivery Period

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

IV. Delivery Site

BRANCH	ADDRESS	CONTACT PERSON
• Antipolo	• JMK Bldg. Circumferential Rd. Cor. P Oliveros St. Brgy. San Roque, Antipolo City, Rizal	Ms. Eranuelle G. Caraig 8661-8115
• Manila	• G/F W. Godino Bldg. 350 A. Villegas St. Ermita Manila	Ms. Jennie Lyn C. Ignacio 8525-8703

V. Training

The Supplier 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.

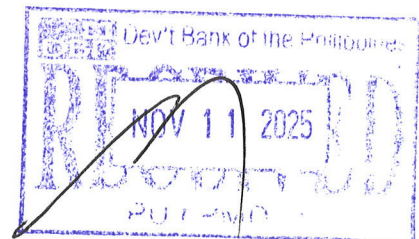
VI. Installation, Testing and Inspection

The Supplier 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. Conditions of the Contract

1. The Supplier shall ensure that the items delivered are brand new, unused and in accordance with the specifications required by the DBP. The DBP has the right to refuse delivery if the items delivered are found defective and not in accordance with the required specifications.
2. The DBP may terminate/cancel the Purchase Order (PO) if the supplier fails to deliver, perform, and comply with its obligation.

Conformed by:
Company: _____
Signature over
Printed Name: _____
Date: _____



SUPPLY, DELIVERY, INSTALLATION, TESTING & COMMISSIONING OF 2 UNITS UPS

VIII. Warranty and Retention

1. At least two (2) year warranty on service and parts and one (1) year on the batteries upon receipt of units by DBP.
2. The Supplier warrants that the Goods supplied under the contract are new, unused, and free from defects.
3. The obligation of the warranty shall be covered by a retention money equivalent to 5% of the total contract price. The retention money shall only be released one (1) year after the completion of the delivery. Provided, however that the items delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

IX. Payment

1. Payment shall be processed after completion of delivery and installation subject to submission of the complete documents for payment (such as: Invoice, Billing Statement/Statement of Account and Certificate of Completion/Acceptance, as applicable)
2. For every delay, 1/10 of 1% (0.001) of the price of undelivered quantity shall be deducted from the payment, in case the supplier fails to deliver the item/s on time.

XI. Interested Supplier/s must submit the following:

1. Proposal/Quotation with brochure/data sheet for the brand/item being offered to prove compliance to the required technical specifications.
2. 2025 Mayor's/Business Permit
3. Proof of PhilGEPS Registration
4. Signed DBP Data Privacy Consent Form
5. Omnibus Sworn Statement
6. Secretary's Certificate (for Supplier under partnership/corporation)

Recommended By:

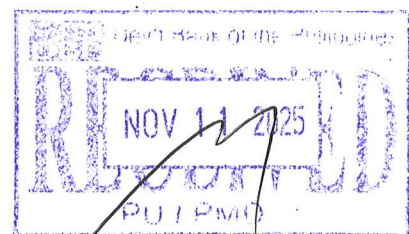
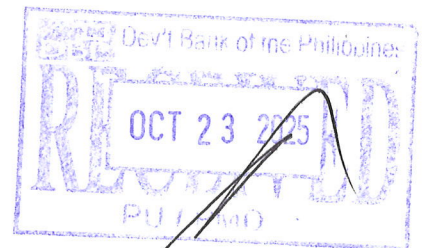
SIGNED
AVP Maryknell R. Porcioncula
Concurrent Tech. Asst., BBG – Metro Manila

Concurred By

SIGNED
Engr. Edwin C. Dizon
Head, CFMD – RMU

Approved By

SIGNED
SAVP Jeanette S. Quilit
OIC, BBG – Metro Manila
As per OO 265 dtd 6.10.2025



Conformed by:

Company: _____

Signature over
Printed Name: _____

Date: _____



Name of Project	Supply, Delivery, Installation, Testing & Commissioning of 2 units UPS
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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.