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Philippine Government Electronic Procurement System

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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12465556
Procuring Entity DBP BRANCH BANKING GROUP - BICOL
Title SUPPLY, DELIVERY, INSTALLATION TESTING AND COMMISSIONING OF BIOMETRIC ACCESS SYSTEM FOR DBP IRIGA BRANCH, DBP SORSOGON BRANCH AND DBP MASBATE BRANCH
Area of Delivery Camarines Sur,Masbate,Sorsogon

Solicitation Number:	2025-029	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Security Surveillance and Detection Equipment		
Approved Budget for the Contract:	PHP 450,000.00	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:		Date Published	08/10/2025
Contact Person:	Jennifer Cordial Naval Chairperson, RBAC-Bicol Panganiban Drive Naga City Camarines Sur Philippines 4400 63-2-88189511 Ext.1590 bbg@dbp.ph	Last Updated / Time	07/10/2025 16:15 PM
		Closing Date / Time	15/10/2025 15:00 PM

Description

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (GOODS & SERVICES)

APPROVED BUDGET FOR THE CONTRACT:

FOUR HUNDRED FIFTY THOUSAND PESOS ONLY – Php 450,000.00 (inclusive of VAT/applicable taxes)

DESCRIPTION QUANTITY Total Cost Inclusive of All Applicable Taxes

IRIGA Biometric System

Vault Access ₱150,000.00

SORSOGON Biometric System

Vault Access ₱150,000.00

MASBATE Biometric System

Vault Access ₱150,000.00

TOTAL ₱450,000.00

TECHNICAL SPECIFICATIONS: See attached Terms of Reference for the Technical Specifications

CONDITIONS OF THE CONTRACT:

The Supplier shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP

reserves the right to reject delivery if the item/s delivered are found to be defective or do not meet the required specifications/model.

DBP may terminate/cancel the Contract Agreement/Purchase Order (PO)/Notice to Proceed (NTP) when if the Supplier fails to deliver, perform and comply with its obligation.

Delivery Period: The Supplier shall complete the supply, delivery, installation, testing and commissioning of fire detection alarm system (FDAS) within thirty (30) calendar days after receipt of Purchase Order (PO) / Notice to Proceed (NTP).

Point of Delivery:

DBP SORSOGON BRANCH
ACM BLDG., COR. BURGOS AND RIZAL STS., SORSOGON CITY 4700

DBP IRIGA BRANCH
GROUND FLOOR, ICT BLDG., LGU IRIGA CITY COMPOUND, NEW GOVERNMENT CENTER, STA. CRUZ, IRIGA CITY, CAMARINES SUR

DBP MASBATE BUILDING
DANAO COR MABINI STREET, BRGY. BAPOR, MASBATE CITY, MASBATE 5400

Warranty: The warranty period shall be one (1) year from the date of acceptance of the item/s by DBP.

DOCUMENTARY REQUIREMENTS:

Interested Supplier/s must submit the following documents:

Proposal/Quotation
Proof PhilGEPS Registration
2025 Mayor's/Business Permit
BIR Tax Clearance
Omnibus Sworn Statement
Secretary Certificate (for Supplier under Partnership/Corporation)
Signed Request for Quotation (RFQ)
Data Privacy Consent Form
Brochure

PAYMENT:

ONE-TIME, FULL PAYMENT shall be processed be after completion of the project subject to submission of following complete documents:

Project Pictures
Invoice/Billing Statement
Certificate of Completion/Acceptance (as applicable)

LIQUIDATED DAMAGES:

Once the contractor fails to satisfactorily complete the works under the contract within the specified contract duration, inclusive of duly granted time extensions, if any, the contractor shall be liable for liquidated damages in an amount equal to at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay.

In computing liquidated damages, the 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 Units and the DBP.

To be entitled to liquidated damages, the 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 the DBP.

In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the 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 the DBP in resorting to Termination of Contract under Section 71.4 of the IRR of R.A. 12009.

Other Information

For clarifications, please contact:

Jocel Amor C. Nobleza
jatcaceres@dbp.ph
(02) 8818-9511 local 1590

Created by	Jennifer Cordial Naval
Date Created	07/10/2025

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



BAGONG PILIPINAS

Request for Quotation No.: _____

Date of RFQ: _____

Deadline for Submission of Quotations: _____

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF
BIOMETRIC ACCESS SYSTEM FOR DBP IRIGA BRANCH,
DBP SORSOGON BRANCH AND DBP MASBATE BRANCH**

Date of Quotation : _____
Name of Company/Lessor : _____
Address : _____
SEC/DTI Registration No. : _____ Valid until: _____
Business Permit No. : _____
Tax Identification No. (TIN) : _____
PhilGEPS Reg. Certificate No. : _____ Valid until: _____

Please quote your best offer to the item described below, subject to the terms and conditions provided at the request for quotation. Kindly submit your quotation, duly signed by you or your authorized representative, to **DBP BBG-Bicol**, not later than **October , 2025 at 3:00PM**.

JOCEL AMOR C. NOBLEZA

Procurement Officer (DBP)

After having carefully read and accepted the Terms and Conditions, we submit our quotation as follows:

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ITEM DESCRIPTION	OFFER/QUOTATION				REMARKS, if not compliant
	PRICE		COMPLIANCE WITH TECHNICAL SPECS		
	QTY.	Quotation	YES	NO	
Supply, Delivery, Installation, Testing And Commissioning Of Biometric Access System For DBP Iriga Branch, DBP Sorsogon Branch and DBP Masbate Branch	1 lot	₱			
Technical Specifications: ➤					

SIGNATURE OVER PRINTED NAME

DESIGNATION: _____

CONTACT NUMBER/S: _____

E-MAIL ADDRESS/ES: _____



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



BAGONG PILIPINAS

PROJECT : SUPPLY, DELIVERY, INSTALLATION TESTING AND COMMISSIONING OF BIOMETRIC ACCESS SYSTEM FOR DBP IRIGA BRANCH, DBP SORSOGON BRANCH AND DBP MASBATE BRANCH

LOCATION : DBP SORSOGON BRANCH, ACM BLDG., COR. BURGOS AND RIZAL STS., SORSOGON CITY 4700

DBP IRIGA BRANCH, GROUND FLOOR, ICT BLDG., LGU IRIGA CITY COMPOUND, NEW GOVERNMENT CENTER, STA. CRUZ, IRIGA CITY, CAMARINES SUR

DBP MASBATE BUILDING, DANA O COR MABINI STREET, BRGY. BAPOR, MASBATE CITY, MASBATE 5400

SUBJECT : TERMS OF REFERENCE

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (GOODS & SERVICES)

I. APPROVED BUDGET FOR THE CONTRACT:

FOUR HUNDRED FIFTY THOUSAND PESOS ONLY – Php 450,000.00 (inclusive of VAT/applicable taxes)

DESCRIPTION	QUANTITY	Total Cost Inclusive of All Applicable Taxes
IRIGA	Biometric System Vault Access	₱150,000.00
SORSOGON	Biometric System Vault Access	₱150,000.00
MASBATE	Biometric System Vault Access	₱150,000.00
TOTAL		₱450,000.00

II. TECHNICAL SPECIFICATIONS:

Components/Particulars	Biometric Access System
Biometric Fingerprint Reader	
- Fingerprint Capacity	≥ 2,000
- Record Capacity	100,000 min.
- Communication	TCP/IP, RS232/485 (compatible cord for PC), USB Host
- Interface	Electric lock, door sensor, exit button, capable of print/view on list of enrollees and period of entries
- Function	Dual-control/authorization (optional function to Lending Centers)
- Inclusive	Necessary accessories

Single Door Magnetic Lock	
- Lock Site	Wooden Door, Glass Door, Metal Door, etc.
- Holding Force	600lbs min.
- Feature	Fail-safe
LZ Brackets	
- Material	Shall be made of stainless steel material
U Brackets and L Brackets	
- Material	Shall be made of stainless steel material
Exit Button	
- Material	Shall be made of stainless steel material
- Function	Physical push-button to unlock doors when exiting
- Mounting	Surface-mounted
Power Supply w/ Back-up Battery	
- Output	12V DC, $\geq 3A$
- Input Frequency	50 – 60Hz
- Adjustable Locking Delay Time	0 – 15 sec.
- Set NC/NO outputs, can control various types of electric locks	

Components/Particulars	Desktop PC
- Processor	Minimum of intel core i7-13700/13700k/13700T/13700KF (13th Gen, 2.10GHz up to 4.0GHz max. turbo)
- Memory	Minimum of 32GB (2x16GB) DDR5-4800 Memory (4 slots)
- Hard Disk Capacity	Minimum of one (1) terabyte SSD NVMe M.2
- Graphics and Video Controller	Minimum of 1GB integrated/on-board/dedicated
- Audio Controller	On-board audio controller
- Monitor	Minimum of 24" color LED standard monitor (wide) with 1920x1080 resolution
- Keyboard/Mouse	USB Soft-touch 101 enhanced keyboard/USB optical scroll mouse
- Multimedia	Internal speaker
- Operating System	With pre-installed Windows 11 Professional 64-bit must have compatible part drivers for Windows 10
- Management Software	Alarm/Access Control/CCTV System Management Software

III. CONDITIONS OF THE CONTRACT:

1. The Supplier shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP reserves the right to reject delivery if the item/s delivered are found to be defective or do not meet the required specifications/model.
2. DBP may terminate/cancel the Contract Agreement/Purchase Order (PO)/Notice to Proceed (NTP) when if the Supplier fails to deliver, perform and comply with its obligation.

3. **Delivery Period:** The Supplier shall complete the supply, delivery, installation, testing and commissioning of fire detection alarm system (FDAS) within **thirty (30) calendar days** after receipt of Purchase Order (PO) / Notice to Proceed (NTP).

4. **Point of Delivery:**

DBP SORSOGON BRANCH

ACM BLDG., COR. BURGOS AND RIZAL STS., SORSOGON CITY 4700

DBP IRIGA BRANCH

GROUND FLOOR, ICT BLDG., LGU IRIGA CITY COMPOUND, NEW GOVERNMENT CENTER, STA. CRUZ, IRIGA CITY, CAMARINES SUR

DBP MASBATE BUILDING

DANAO COR MABINI STREET, BRGY. BAPOR, MASBATE CITY, MASBATE 5400

5. **Warranty:** The warranty period shall be one (1) year from the date of acceptance of the item/s by DBP.

IV. DOCUMENTARY REQUIREMENTS:

Interested Supplier/s must submit the following documents:

- Proposal/Quotation
- Proof PhilGEPS Registration
- 2025 Mayor's/Business Permit
- BIR Tax Clearance
- Omnibus Sworn Statement
- Secretary Certificate (for Supplier under Partnership/Corporation)
- Signed Request for Quotation (RFQ)
- Data Privacy Consent Form
- Brochure

V. PAYMENT:

ONE-TIME, FULL PAYMENT shall be processed be after completion of the project subject to submission of following complete documents:

- Project Pictures
- Invoice/Billing Statement
- Certificate of Completion/Acceptance (as applicable)

VI. LIQUIDATED DAMAGES:

Once the contractor fails to satisfactorily complete the works under the contract within the specified contract duration, inclusive of duly granted time extensions, if any, the contractor shall be liable for liquidated damages in an amount equal to at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay.

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the desired benefits as certified by the targeted End-User or Implementing Units and the DBP.

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In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the 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 the DBP in resorting to Termination of Contract under Section 71.4 of the IRR of R.A. 12009.

Recommended by:

-Signed-
JERIC S. ANDRADA
Branch Services Officer
DBP Iriga Branch

-Signed-
KATHLEEN M. RECTRA
Branch Services Officer
DBP Sorsogon Branch

-Signed-
ELISEO B. DANAJO JR.
Branch Services Officer
DBP Masbate Branch

Approved by:

-Signed-
VP NOMERLITO A. JUATCHON
Officer-In-Charge
Branch Banking Group-Bicol



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**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.



DEVELOPMENT BANK OF THE PHILIPPINES
Head Office: Sen. Gil J. Puyat Avenue corner
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- Inclusive	Necessary accessories

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- Lock Site	Wooden Door, Glass Door, Metal Door, etc.
- Holding Force	600lbs min.
- Feature	Fail-safe
LZ Brackets	
- Material	Shall be made of stainless steel material
U Brackets and L Brackets	
- Material	Shall be made of stainless steel material
Exit Button	
- Material	Shall be made of stainless steel material
- Function	Physical push-button to unlock doors when exiting
- Mounting	Surface-mounted
Power Supply w/ Back-up Battery	
- Output	12V DC, $\geq 3A$
- Input Frequency	50 – 60Hz
- Adjustable Locking Delay Time	0 – 15 sec.
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Approved by:

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VP NOMERLITO A. JUATCHON
Officer-In-Charge
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