

PHILIPPINE BIDDING DOCUMENTS

Republic of the Philippines

PROCUREMENT OF GOODS

**First Edition
February 2026**

Preface

This Philippine Bidding Documents (PBD) for the Government of the Philippines (GoP) for the procurement of Goods through [*Competitive Bidding, Limited Source Bidding, Competitive Dialogue,¹ or Unsolicited Offer with Bid Matching²*] have been prepared by the GoP for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the government, including government-owned and/or -controlled corporations (GOCC), government financial institutions (GFI), state universities and colleges (SUC), and local government units (LGU) and autonomous regional government use in projects that are financed in whole or in part by the GOP or any foreign government/foreign or international financing institution³ in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009.

The Bidding Documents shall clearly and adequately define, among others: (a) the objectives, scope, and expected outputs and/or results of the proposed contract; (b) the eligibility requirements of Bidders, such as track record to be determined by the Head of the Procuring Entity (HoPE); (c) the expected contract duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (d) the obligations, duties, and/or functions of the winning Bidder.

In order to simplify the preparation of the Bidding Documents for each procurement, the PBD groups the provisions that are intended to be used unchanged in Section II. Instructions to Bidders (ITB) and in Section IV. General Conditions of Contract (GCC). Data and provisions specific to each procurement and contract should be included in Section III. Bid Data Sheet (BDS); Section V. Special Conditions of Contract (SCC); Section VI. Schedule of Requirements; and Section VII. Technical Specifications. The forms to be used are provided in Section VIII. Philippine Bidding Document Related Forms.

Prudence must be exercised to check the relevance of the provisions of the PBD against the requirements of the specific Goods to be procured. In addition, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents, except for the notes introducing Section VIII. Philippine Bidding Document Related Forms where the information is useful for the Bidder. The following general directions should be observed when using the documents:

- a) All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Project.
- b) Specific details, such as the “name of the Procuring Entity” and “address for bid submission,” should be furnished in the ITB, BDS, and SCC. The final documents should contain neither blank spaces nor options.
- c) This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, SCC, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow. The Bidding Documents should not contain footnotes except Section VIII. Philippine Bidding Document Related Forms since these provide important guidance to Bidders.

¹ For Second Stage of Competitive Dialogue under Section 29.4.2 of IRR of RA No. 12009.

² For Comparative or Competitive Bidding for Unsolicited Offer under Section 30.7 of IRR of RA No. 12009.

³ Unless the Treaty or International or Executive Agreement expressly provides use of foreign government/foreign or international financing institution procurement guidelines.

- d) The cover page should be modified as required to identify the Bidding Documents and date of issue.
- e) The Project title page should be modified as required to identify the Project title and number, name and address of the Procuring Entity.
- f) If modifications must be made to the bidding requirements, they can be presented in the BDS. Modifications for specific Project or Contract details should be provided in the SCC as amendments to the Conditions of Contract. For easy reference and completion, clauses from the PBD and SCC shall appear in bold type face on Section II. Instructions to Bidders and Section IV. General Conditions of Contract, respectively.



DEVELOPMENT BANK OF THE PHILIPPINES

Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City

**PROCUREMENT OF ATM
MANAGED SERVICES TO A
THIRD-PARTY SERVICE
PROVIDER (TPSP) FOR THE
DEVELOPMENT BANK OF THE
PHILIPPINES**

Bid Reference No. G-2026-03

February 2026

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

BDS – Bid Data Sheet.

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA - Cooperative Development Authority.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

COS – Contract of Service.

CPI – Consumer Price Index.

DDP – Delivered Duty Paid.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

GCC - General Conditions of Contract.

GFI – Government Financial Institution.

GOCC – Government-Owned and/or –Controlled Corporation.

GoP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

HoPE – Head of Procuring Entity.

INCOTERMS – International Commercial Terms.

IRR – Implementing Rules and Regulations.

ITB – Instructions to Bidders.

JO – Job Order.

LCB- Lowest Calculated Bid.

LCRB – Lowest Calculated Responsive Bid.

LGU – Local Government Unit

LoC – Letter of Credit.

MAB – Most Advantageous Bid.

MARB – Most Advantageous Responsive Bid.

MEARB – Most Economically Advantageous Responsive Bid.

MYCA – Multi-Year Contracting Authority.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

PSA – Philippine Statistics Authority.

RA No. – Republic Act Number.

SARB – Single Advantageous Responsive Bid.

SCC - Special Conditions of Contract.

SCRB – Single Calculated Responsive Bid.

SEARB – Single Economically Advantageous Responsive Bid.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Definition of Terms

Bid – a signed offer, proposal, or quotation submitted by a supplier, manufacturer, distributor, contractor, consultant, or service provider in response to the requirements of the Procuring Entity as stated in the Bidding Documents. (IRR, Section 5[c]).

Bidder – a supplier, manufacturer, distributor, contractor, consultant, and service provider, whether public or private, who submits a Bid in response to the requirements of the Procuring Entity as stated in the Bidding Documents. (IRR, Section 5[d]).

Bidding Documents – the documents issued by the Procuring Entity as the basis for Bids, furnishing all information necessary to prospective Bidder to prepare a Bid for the Goods, Infrastructure Projects, and Consulting Services required by the Procuring Entity. (IRR, Section 5[e]).

Contract – refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contract Price - the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.

Effective Date of the Contract – the date indicated in the contract. However, the Supplier shall commence performance of its obligations only upon receipt of the Notice to Proceed.

Foreign-funded Procurement or Foreign-Assisted Project – refers to the acquisition of Goods, Consulting Services, and the contracting for Infrastructure Projects by the Government of the Philippines which are wholly or partly funded by foreign loans or grants pursuant to a Treaty or International or Executive Agreement.

Framework Agreement – is a procurement strategy which shall be in the nature of an option contract between the Procuring Entity and the Bidder that stipulates the terms and conditions to be applied in subsequent contracts for the procurement of Goods, Infrastructure Projects, and Consulting Services with a single or multiple contractor, manufacturer, supplier, distributor, consultant, and service provider to expand the pool of prospective Bidders, take advantage of economies of scale, minimize the administrative burden of conducting separate procurement activities, and generate time and money savings. (IRR, Section 16.2).

Goods – refer to (i) all items, supplies, and materials, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity; or (ii) general support services which pertain to all types of services except Consulting Services and Infrastructure Projects, such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services. Personnel Services or individual COS or JO engagements do not fall under this definition; (IRR, Section 5[n])

MARB – refers to the award criteria in the procurement of Goods where the considerations for the award of contract are the eligibility of the bidder, the responsiveness of its bid to the technical requirements, and the most advantageous bid in reference to the highest rated offer based on the quality component of the bid.

MEARB – refers to the award criteria in the procurement of Goods where the considerations for the award of contract are the eligibility of the bidder, and the responsiveness of its bid to the technical requirements, and the determination of the most economically advantageous bid in reference to the quality-price ratio allocated to the technical and financial components of the bid.

Online submission – pertains to the submission of the bid for Goods and the bid envelopes containing the technical and financial components of the bid through electronic means or through the electronic bidding facility of the PhilGEPS.

Project – refers to a specific or identified procurement covering Goods, Infrastructure Projects or Consulting Services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan.

Services - means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by its Bid. Supplier as used in these Bidding Documents may likewise refer to a manufacturer, distributor, contractor, or consultant, or service provider.

Verified Report - the report submitted by the Implementing Unit to the HoPE setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

Section I. Invitation to Bid



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INVITATION TO BID FOR

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES

Bid Reference No. G-2026-03

- 1) The ***Development Bank of the Philippines***, through the ***2026 Corporate Budget***, intends to apply the sum of ***Three Billion Six Hundred Seventy-Five Million Six Hundred Eighty-Nine Thousand Sixty-Four and 25/100 Pesos (₱ 3,675,689,064.25)***, inclusive of all applicable taxes, being the Approved Budget for the Contract (ABC) to payments under the contract for the above-cited bid project. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The ***Development Bank of the Philippines*** now invites bids for the above-cited bid project using the Fit-for-Purpose procurement strategy. **The project shall be completed within five (5) years after the receipt of the Notice to Proceed.**

Bidders should have completed contract/s, **within the last ten (10) years** from the date of submission and receipt of bids, with the following options:

A. A single contract similar to the project, equivalent to at least fifty percent (50%) of the ABC;

OR

B. Combination of at least one (1) similar contract amounting to at least twenty-five percent (25%) of the ABC and contracts whether similar or not, with an aggregate amount of at least twenty-five percent (25%) of the ABC. The total value of the combined contracts must be equivalent to at least fifty percent (50%) percent of the ABC.

Contract similar to the project refers to any of the following:

- **Automated Teller Machine (ATM) Managed Services**
- **Supply, delivery, installation, testing and commissioning of ATMs**
- **Maintenance of ATMs**
- **Cash Management and Replenishment of ATMs.**

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

- 3) Bidding will be conducted through competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the IRR of RA No. 12009.
- 4) Bidding is open to all interested local or foreign bidders.
- 5) Interested Bidders may obtain further information from the ***Development Bank of the Philippines*** and inspect the Bidding Documents at the address given below from 9:00 AM to 4:30 PM.

- 6) A complete set of Bidding Documents may be acquired by interested Bidders from the address given below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Seventy-Five Thousand Pesos (₱75,000.00)**.

BAC Secretariat, BAC Unit - Procurement and Inventory Management Department (PIMD), 6th Floor, Development Bank of the Philippines (DBP) - Head Office, Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of DBP, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 7) The following is the schedule of bidding activities:

Activity	Date	Venue
Issuance and Availability of Bidding Documents	Starting 20 February 2026 from 9:00 AM to 3:00 PM (excluding weekends and holidays)	6/F BAC Secretariat, DBP Head Office, Makati City
Pre-Bid Conference	27 February 2026 (Friday) 9:30 AM	6/F BAC Conference Room, DBP Head Office, Makati City
Deadline for the Submission of Eligibility and Technical Documents, and Financial Proposals	13 March 2026 (Friday) <u>UNTIL 9:00 AM</u>	6/F BAC Secretariat, DBP Head Office, Makati City
Opening of Eligibility and Technical Documents, and Financial Proposals	13 March 2026 (Friday) 9:30 AM	6/F BAC Conference Room, DBP Head Office, Makati City

Bidders may attend the Pre-bid Conference and Bid Opening through videoconferencing via Zoom Meeting app. **Bidders who wish to attend/participate via Zoom Meeting must coordinate with the BAC Secretariat through email at least one (1) day before the scheduled bid activity and provide their contact information (name of company, name of representative, email address, contact number).**

- 8) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through (i) manual submission at the office address indicated below or via (ii) online submission through the electronic submission platform of DBP **on or before the deadline as specified on the schedule. Late bids shall not be accepted.**
- 9) All Bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 16.1.
- 10) Electronic bids shall only be submitted through DBP-BAC's Microsoft OneDrive, as the official online/electronic submission platform. Bidders shall inform and coordinate with the BAC Secretariat through email on the intent to submit their bids online, at least one (1) day before the scheduled deadline for submission. Electronic bids must be password-protected.

Electronic bids which are not submitted through DBP-BAC's OneDrive and/or not password-protected shall be disqualified. Please refer to the Bid Data Sheet for the detailed guidelines and procedure for the online submission.

- 11) Bidders are advised to send their authorized technical and/or administrative representatives for the Pre-bid Conference who will prepare the bid documents to ensure completeness and compliance of bids.

Bids will be opened in the presence of the Bidders' representatives who choose to attend the bid opening activity.

- 12) The criteria for contract award to be used for this project is Lowest Calculated and Responsive Bid (LCRB). The considerations for the award of contract are the eligibility of the bidder, the responsiveness of its bid to the technical requirements, and the lowest financial bid as provided under Section 49.2 of the IRR of RA 12009.
- 13) The **Development Bank of the Philippines** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.
- 14) For further information, please refer to:

DBP Bids and Awards Committee Secretariat

6/F BAC Unit - Procurement and Inventory Management Department
Development Bank of the Philippines - Head Office,
Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City
Trunkline: (02) 8818-9511 local 2610 or 2606
Email: bacsecretariat@dbp.ph
Website: <https://www.dbp.ph/>

- 15) You may visit the following websites:

For downloading of Bidding Documents:

- DBP website: <https://www.dbp.ph/procurement/>
- PhilGEPS website: <https://notices.philgeps.gov.ph/>

Date of Issue: February 2026

(SIGNED)
DBP Bids and Awards Committee

REMINDER TO BIDDERS:

- Please be informed that DBP exercises Zero Tolerance for all types of fraud including illegal practices, corruption and malpractices. DBP officers and employees shall act ethically and lawfully in all transactions and dealing with stakeholders avoiding any appearance of irregularity that could erode the trust and confidence in the Bank as an institution and as the government as a whole.
- DBP cautions the public in dealing with individuals claiming association with the Bank, especially those posing as BAC members for any form of monetary solicitation or support. DBP does not condone illegal acts and disowns any responsibility for transactions made with unauthorized individuals.

[Section II. Instructions to Bidders



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A. General

1) Scope of Bid

- 1.1 The Procuring Entity, named in the **BDS** invites bids for the Project with Identification Number which shall be specified in the **BDS**.
- 1.2 The Project is composed of number of lots or items as provided in the **BDS**, the details of which are described in Section VII. Technical Specifications.

2) Source of Funds

The Procuring Entity has a budget or has received funds from the Funding Source named in the **BDS**, and in the amount indicated in the **BDS**. It intends to apply part of the funds received for this Project to cover eligible payments under the contract.

3) Corrupt, Fraudulent, Collusive, and Coercive Practices

- 3.1 Unless otherwise specified in the **BDS**, the Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. In pursuance of this policy, the Procuring Entity:

defines, for purposes of this provision, the following terms under existing laws, rules, and regulations:

- i) “corrupt practice” means an act by which officials in the public or private sectors improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in RA No. 3019.
- ii) “fraudulent practice” means a misrepresentation of facts for purposes of influencing a procurement process or the execution of a contract to the detriment of the Procuring Entity, which includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition.
- iii) “collusive practices” means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
- iv) “coercive practices” means harming or threatening to harm, directly or indirectly, persons, or their property to influence their

participation in a procurement process, or affect the execution of a contract;

- v) “obstructive practice” is
 - a) deliberately destroying, falsifying, altering or concealing of evidence material to administrative proceedings or investigation or making false statements to investigators in order to materially impede administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution relative to allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent the latter from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or
 - b) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

Undertakes to reject a proposal for award upon *prima facie* determination that the Bidder recommended for award has engaged in any of the prohibited practices mentioned in this Clause for purposes of competing for the contract.

- 3.2 Further, the Procuring Entity will seek to impose the maximum civil, administrative, and/or criminal penalties available under applicable laws on individuals and organizations deemed to be involved in any of the practices mentioned in ITB Clause 3.1(a).
- 3.3 Furthermore, the Funding Source and the Procuring Entity reserve the right to inspect and audit records and accounts of a Bidder or Supplier in the bidding for and performance of a contract themselves or through independent auditors as reflected in the **GCC** Clause 3.

4) **Conflict of Interest**

- 4.1 All Bidders found to have conflicting interests shall be disqualified to participate in the procurement at hand, without prejudice to the imposition of appropriate administrative, civil, and criminal sanctions. A Bidder may be considered to have conflicting interests with another Bidder in any of the events described in paragraphs (a) through (c) below and a general conflict of interest in any of the circumstances set out in paragraphs (d) and (f) below:
 - a) A Bidder has controlling shareholders or beneficial owners in common with another Bidder;
 - b) A Bidder receives or has received any direct or indirect subsidy from any other Bidder;
 - c) A Bidder has the same legally authorized representative as that of another Bidder for purposes of this bid;

- d) A Bidder has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder or influence the decisions of the Procuring Entity regarding this bidding process; This may include a firm or an organization that lends, or temporarily seconds, its personnel to firms or organizations that are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project;
 - e) A Bidder who participated as a consultant in the preparation of the design or technical specifications of the Goods and related services that are the subject of the bid.
 - f) A Bidder who lends, or temporarily seconds, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.
- 4.2 All Bidding Documents shall be accompanied by an omnibus sworn statement of the Bidder that it is not related, by consanguinity or affinity up to the third level, to the HoPE, Procurement Agent (if engaged), the head of the Project Management Office (PMO), the End-User or Implementing Unit or any members of the Bids and Awards Committee (BAC), Technical Working Group (TWG), and BAC Secretariat.
- 4.3 The Bidder shall also disclose the ultimate beneficial ownership of an entity. Failure to comply shall be a ground for the automatic disqualification of the bid in consonance with Section 59 of the IRR. For this reason, relation to the aforementioned persons within the third civil degree of consanguinity or affinity shall automatically disqualify the Bidder from participating in the procurement of contracts of the Procuring Entity notwithstanding the act of such persons inhibiting themselves from the procurement process. This Clause shall apply to the following persons and affiliates:
- a) In the case of individuals or sole proprietorships, to the Bidders and their spouses;
 - b) In the case of partnerships, to the partnership itself and its partners;
 - c) In the case of cooperatives, to the cooperative itself and members of the board of directors, general manager or chief executive officer;
 - d) A partnership, joint venture or consortium which is blacklisted or which has blacklisted member/s or partner/s, as well as a person or entity who is a member of a blacklisted joint venture or consortium, are, likewise not allowed to participate in any government procurement during the period of suspension or blacklisting; and
 - e) In the case of corporations, a single stockholder, together with their relatives up to the third civil degree of consanguinity or affinity, and their assignees, holding at least twenty percent (20%) of the shares therein, its chairperson and president, shall be blacklisted after they have been determined to hold the same controlling interest in a previously blacklisted corporation or in two corporations that have been blacklisted; the corporations of which they are part of shall also be blacklisted.

5) Eligible Bidders

- 5.1 Only Bids found to be legally, technically, and financially eligible will be evaluated. For procurement of Goods, the following persons shall be eligible to participate in this bidding:
- a) Duly-licensed Filipino citizens or sole proprietorships;
 - b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - c) Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - d) Cooperatives duly organized under the laws of the Philippines; and
 - e) Persons or entities forming themselves into a Joint Venture (JV), i.e., a group of two (2) or more persons or entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that Filipino ownership or interest of the JV concerned shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their Joint Venture Agreement (JVA); Provided, further, that the primary purpose of each member of the JV must be similar to or related with the requirements of the project to be bid out.
- 5.2 Foreign Bidders may be eligible to participate when any of the following circumstances exist, as specified in the **BDS**:
- a) When provided for under any treaty or international or executive agreement as provided in Section 4 of the IRR;
 - b) When the foreign supplier is a citizen, corporation, or association of a country, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - c) When the Goods sought to be procured are not available from local suppliers; or
 - d) When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3 GOCCs may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.
- 5.4 The Bidder must have completed, within a period of ten (10) years from the submission of the bid, unless a shorter period is indicated in the Invitation to Bid and **BDS**, a Single Largest Completed Contract (SLCC) that is similar to the procurement project to be bid, and whose value must be equivalent to at least fifty percent (50%) of the ABC, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices.

- 5.5 If the Procuring Entity determines that it is necessary to adopt a different SLCC requirement to ensure broader Bidder participation while establishing their technical capacity, it may allow Bidders to present a combination of contracts completed within the same period, provided their total value is at least fifty percent (50%) of the ABC, thus:
- a) The Bidder should have completed at least one (1) similar contract amounting to at least 25% of the ABC; and
 - b) The Bidder should have completed other contracts, whether similar or not, with an aggregate amount of at least 25% of the ABC.

For this purpose, the Procuring Entity may clarify in the **BDS** the definition or description of what it considers to be a similar project, which must be germane to the kind, class, or genus of goods or services to be procured, guided by the principle of proportionality and fit-for-purpose approach.

- 5.6 The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

The values of the domestic Bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR not earlier than two (2) years prior to date of bid submission.

For purposes of computing the foreign Bidders' NFCC, the value of the current assets and current liabilities shall be based on their latest AFS prepared in accordance with International Financial Reporting Standards.

If the Bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. Provided that, if issued by a foreign bank, it shall be confirmed or authenticated by a local bank.

6) Bidder's Responsibilities

- 6.1 The Bidder or its duly authorized representative shall submit an omnibus sworn statement, in the form prescribed in Section VIII. Philippine Bidding Document Related Forms, as required in ITB Clause 12.1(viii).
- 6.2 Before submitting their bids, the Bidder is deemed to be knowledgeable with all existing laws, decrees, ordinances, acts and regulations of the Philippines which may affect this Project in any way.
- 6.3 The Bidder undertook the following responsibilities:
- a) Took steps to carefully examine and ensure full understanding and comprehension of the Bidding Documents, its requirements, clauses, and provisions;

- b) Acknowledged all conditions, local, or otherwise, affecting the implementation of the contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any;
- d) Complied with the responsibility to inquire, or secure the Supplemental Bid Bulletin(s) as provided under ITB Clause 10.4;
- e) Ensured that it is not “blacklisted” or barred from bidding by the Government of the Philippines (GoP) or any of its agencies, offices, corporations, or LGUs, including foreign government, or foreign or international financing institutions whose blacklisting rules have been recognized by the GPPB; by itself or by reason of its relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;
- f) Ensured that each of the documents submitted in satisfaction with the bidding requirements is an authentic copy of the original, complete, and that all statements and information provided therein are true and correct;
- g) Authorized the HoPE or its duly authorized representative/s to verify all the documents submitted;
- h) Ensured that the signatory is the duly authorized representative of the Bidder, and granted full power and authority to do, execute, and perform any and all acts necessary to participate, submit the bid, to sign, and execute the ensuing contract, accompanied by the duly-notarized Special Power of Attorney, Board, or Partnership Resolution, or Secretary’s Certificate, whichever is applicable;
- i) Complied with the disclosure provision under Section 81 and 82 of RA No. 12009 and its IRR, in relation to other provisions of RA 3019;
- j) Complied with existing labor laws and standards, in the case of procurement of services. Moreover, the Bidder undertakes to:
 - i) Ensure the entitlement of workers to wages, hours of work, safety and health and other prevailing conditions of work as established by national laws, rules and regulations; or Collective Bargaining Agreement (CBA); or arbitration award, if and when applicable.

In case there is a finding by the Procuring Entity or the Department of Labor and Employment (DOLE) of underpayment or non-payment of workers’ wages and wage-related benefits, the Bidder agrees that the performance security or portion of the contract amount shall be withheld in favor of the complaining workers pursuant to appropriate provisions of RA No. 12009, without prejudice to the institution of appropriate actions under the Labor Code, as amended, and other social legislations.
 - ii) Comply with Occupational Safety and Health Standards (OSHS) and correct deficiencies, if any.

In case of imminent danger, injury, or death of the worker, the Bidder undertakes to suspend contract implementation pending clearance to resume from the DOLE Regional Office, in compliance with the Work Stoppage Order; and

- iii) Inform the workers of their conditions of work, labor clauses under the contract specifying wages, hours of work, and other benefits under prevailing national laws, rules and regulations; or CBA; or arbitration award, if and when applicable, through posting in two (2) conspicuous places in the establishment's premises.
- k) Ensured that it did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel, or representative of the government in relation to any procurement project or activity.
- l) Examined all instructions, forms, terms, and specifications in the Bidding Documents.
- m) Determined and complied with all matters pertaining to the contract to be bid, including but not limited to: (i) the location and the nature of this Project; (ii) climatic conditions; (iii) transportation facilities; and (iv) other factors that may affect the cost, duration, and execution or implementation of this Project.
- n) Ensured that all information in the Bidding Documents, including bid or supplemental bid bulletin/s issued, are correct and consistent. The Procuring Entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible Bidder out of the data furnished by the Procuring Entity.

Failure to observe any of the above responsibilities shall be at the risk of the Bidder concerned.

6.4 Further, the Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Entity shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

In case of failure of bidding, the Bidding Documents fee may be applied in the re-bidding for the same Project.

6.5 Furthermore, the Bidder should be aware that the Procuring Entity will accept bids only from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

7) **Origin of Goods**

Unless otherwise indicated in the **BDS**, there is no restriction on the origin of Goods other than those prohibited by a decision of the United Nations (UN) Security Council taken under Chapter VII of the Charter of the UN.

8) Subcontracts

- 8.1 Unless otherwise specified in the **BDS**, the Bidder may subcontract portions of the Goods to an extent as may be approved by the HoPE and as stated in the **BDS**. However, the subcontracted portion shall not exceed twenty percent (20%), or a different percentage of the ABC, on a per project basis, as approved by the GPPB.
- 8.2 Subcontracting of any portion of this Project shall not relieve the Bidder from any liability or obligation that may arise from the contract.
- 8.3 Subcontractors must meet the eligibility criteria and submit the same eligibility documents as the general contractor. Failure of a subcontractor to meet the eligibility criteria does not affect the eligibility of the general contractor for the Project. In such case, the portion intended to be subcontracted to the ineligible subcontractor shall be assumed by the general contractor.
- 8.4 Subcontracting arrangement, if allowed, including the time of submission of the eligibility documents of the subcontractor, shall be disclosed in the **BDS**.

B. Contents of Bidding Documents

9) Pre-Bid Conference

- 9.1 If so specified in the **BDS**, a pre-bid conference shall be held either at the Procuring Entity's physical address and/or online through videoconferencing, webcasting, or similar technology, or a combination thereof, on the date indicated therein, to clarify and address the Bidders' questions on the technical and financial components of this Project.
- 9.2 The pre-bid conference shall be held at least twelve (12) calendar days before the deadline for the submission and receipt of bids, but not earlier than seven (7) calendar days from the posting of the invitation to bid and other bidding documents in the PhilGEPS.
- 9.3 Bidders are highly encouraged to attend the pre-bid conference to fully understand the Procuring Entity's requirements. While non-attendance of the Bidder will in no way prejudice its bid. The Bidder is deemed to know any changes and/or amendments to the Bidding Documents, as may be provided in the Supplemental Bid Bulletin.

The proceedings of the pre-bid conference shall be recorded, and the corresponding minutes shall be prepared not later than five (5) calendar days after the pre-bid conference. The minutes shall be made available to prospective Bidders not later than five (5) days upon written request.
- 9.4 Decisions of the BAC amending any provision of the Bidding Documents shall be issued in writing through a Supplemental Bid Bulletin at least seven (7) calendar days before the deadline for the submission and receipt of bids.

10) Clarification and Amendment of Bidding Documents

- 10.1 Prospective Bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such request must be in writing and submitted to the BAC of the Procuring Entity at the address or electronic mail indicated in

the **BDS** or through the electronic bidding facility of PhilGEPS, as may be applicable, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

- 10.2 The BAC shall respond to the said request by issuing a Supplemental Bid Bulletin duly signed by the BAC Chairperson. It shall be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of Bids.
- 10.3 Supplemental Bid Bulletins may also be issued upon the Procuring Entity's initiative for purposes of clarifying or modifying any provision of the Bidding Documents not later than seven (7) calendar days before the deadline for submission and receipt of Bids. Any modification to the Bidding Documents shall be identified as an amendment.
- 10.4 Any Supplemental Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS, in any conspicuous place in the premises of the Procuring Entity, and on the website or social media platforms of the Procuring Entity, if available, or such other channels as may be authorized by the GPPB. It shall be the responsibility of all prospective Bidders, including those who have properly secured the Bidding Documents, to inquire and secure Supplemental Bid Bulletins that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental Bid Bulletin must be accordingly informed by the BAC and be allowed to modify or withdraw their bids prior to the deadline for the submission and receipt of bids in accordance with ITB Clause 21.

C. Preparation of Bids

11) Language of Bids

The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign Bidder's country. The Bidder shall cause the authentication of the translated documents and shall be authenticated by the appropriate Philippine foreign service establishment or post or the equivalent office having jurisdiction over the foreign Bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.

However, for Contracting Parties to the Apostille Convention, the documents shall be authenticated through an apostille by the Competent Authority, as defined in Section 20.9.2 of [the] IRR, except for countries identified by the DFA that will still require legalization (red ribbon) by the relevant Embassy or Consulate.

12) Documents Comprising the Bid: Technical and Financial Components

- 12.1 The first bid envelope shall contain the following technical documents, including the eligibility documents:
 - i) PhilGEPS Certificate of Registration (Platinum Membership);

- ii) Statement of SLCC;
- iii) NFCC Computation or committed Line of Credit (LoC);
- iv) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
- v) *[if applicable]* JVA) or in the absence of a JVA, duly notarized statements from all potential JV partners stating that they will enter into and abide by the provisions of the JVA in the event that the bid is successful;
- vi) Bid Security in the prescribed form and amount in accordance with ITB Clause 16, and validity period under ITB Clause 15;
- vii) Technical Specifications, which may include production or delivery schedule, manpower requirements, or after-sales service or parts, if applicable;
- viii) Omnibus Sworn Statement; and
- ix) For foreign Bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

12.2 The second bid envelope shall contain the following financial documents:

- a) Bid Form which includes the Bid price;
- b) Price Schedules in accordance with ITB Clause 13.1; and
- c) *[if applicable]* Certificate of Domestic Preference, in accordance with ITB Clause 25.

12.3 Whenever necessary, modifications may be made to the foregoing components specifically for major and specialized procurement to suit the particular needs of the Procuring Entity, subject to the approval of the GPPB.

12.4 All bids that exceed the ABC shall not be accepted. Unless otherwise indicated in the **BDS**, for foreign-funded procurement, the ABC shall be applied as the ceiling to bid prices provided the following conditions are met:

- a) Bidding Documents are obtainable free of charge on a freely accessible website. If payment of Bidding Documents is required by the Procuring Entity, payment could be made upon the submission of bids.
- b) The Procuring Entity has procedures in place to ensure that the ABC is based on recent estimates made by the responsible unit of the Procuring Entity and that the estimates reflect the quality, supervision and risk, and inflationary factors, as well as prevailing market prices, associated with the types of works or goods to be procured.

- c) The Procuring Entity has trained cost estimators in estimating prices and analyzing bid variances.
- d) The Procuring Entity has established a system to monitor and report bid prices relative to ABC and engineer's/procuring entity's estimate.
- e) The Procuring Entity has established a monitoring and evaluation system for contract implementation to provide feedback on actual total costs of goods and works.

However, the GoP and the foreign government, or foreign or international financing institutions may agree to waive the foregoing conditions.

13) Bid Prices

13.1 The Bidder shall accomplish the Price Schedule Form as prescribed by the Procuring Entity, which may include the following details:

- a) For Goods offered from within the Philippines:
 - i) The price of the Goods quoted EXW (ex works, ex factory, ex warehouse, ex showroom, or off-the-shelf, as applicable);
 - ii) The cost of all customs duties and sales and other taxes already paid or payable;
 - iii) The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv) The price of other (incidental) services, if any, listed in the **BDS**.
- b) For Goods offered from abroad:
 - i) Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted Delivery Duty Paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii) The price of other (incidental) services, if any, listed in the **BDS**.
- c) For Services, based on the form which may be prescribed by the Procuring Entity, in accordance with existing laws, rules and regulations.

13.2 The Bidder shall accomplish the appropriate Price Schedule included herein, stating the unit prices, total price per item, the total amount and the expected countries of origin of the Goods to be supplied under this Project. The Bidder shall fill in rates and prices for all items of the Goods described in the Price Schedule, which shall be presented and computed using up to two (2) decimal places, unless otherwise indicated in the **BDS**.

13.3 If the Instructions to Bidders specifically allow partial bids, bids not addressing or providing all of the required items in the Bidding Documents including, where applicable, the Price Schedule, shall be considered non-responsive and shall

be automatically disqualified. However, when no price or a zero (0) or a dash (-) is indicated in a required item in the bid form, the same shall be construed that it is being offered for free to the Government, except those required by law or regulations to be provided for.

The terms Ex Works (EXW), Cost, Insurance and Freight (CIF), Cost and Insurance Paid to (CIP), (DDP), and other trade terms used to describe the obligations of the parties, shall be governed by the rules prescribed in the current edition of the International Commercial Terms (INCOTERMS) published by the International Chamber of Commerce, Paris.

- 13.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or price escalation on any account. A bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

14) Bid Currencies

- 14.1 Prices shall be quoted in the following currencies:

- a) For Goods that the Bidder will supply from within the Philippines, the prices shall be quoted in Philippine Peso.
- b) For Goods that the Bidder will supply from outside the Philippines, the prices may be quoted in the local or tradeable currency/ies accepted by the *Bangko Sentral ng Pilipinas* (BSP), as stated in the **BDS**. However, for purposes of bid evaluation, bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate published in the BSP Daily Reference Exchange Rate Bulletin on the day of the bid opening.⁴

- 14.2 If so allowed in accordance with ITB Clause 14.1, the Procuring Entity, for purposes of bid evaluation and comparing the bid prices, will convert the amounts in various currencies in which the bid price is expressed to Philippine Peso at the foregoing exchange rates.

- 14.3 Unless otherwise specified in the **BDS**, payment of the contract price shall be made in Philippine Peso.

15) Bid Validity

- 15.1 Bids shall remain valid for the period specified in the **BDS** which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.
- 15.2 Should it become necessary to extend the validity of the bids and the bid securities beyond one hundred twenty (120) calendar days, the Procuring Entity concerned shall request in writing all those who submitted bids for such extension before the expiration date therefor. Bidders, however, shall have the right to refuse to grant such extension without forfeiting their Bid Security.

⁴ RA No. 8183, Act to assure uniform value of Philippine coin and currency

16) Bid Security

16.1 The Bidder shall at its option, submit a Bid Security in the form and amount as stated in the **BDS**, which may include the following:

Form of Bid Security	Amount of Bid Security (Not less than the required percentage of the ABC)
Cash or cashier's or manager's check issued by a bank. <i>For biddings conducted by LGUs, the Cashier's or Manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Two Percent (2%)
Bank draft/guarantee or irrevocable LoC issued by a bank: Provided, however, that it shall be confirmed or authenticated by a local bank, if issued by a foreign bank. <i>For biddings conducted by LGUs, Bank Draft/Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Five Percent (5%)
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five Percent (5%)
d) Bid Securing Declaration	Not Applicable

The Bid Security shall be denominated in Philippine Peso and posted in favor of the Procuring Entity.

16.2 The Bid Security should be valid for the period specified in the **BDS**. Any bid not accompanied by an acceptable Bid Security shall be considered as non-responsive and rejected by the Procuring Entity.

16.3 In no case shall the Bid Security be returned later than the expiration of the bid validity period indicated in the **BDS**, unless it has been extended. In case the Bidder is required to extend its bid validity, the Bidder may, at its discretion, substitute a Bid Securing Declaration for the extended period as a replacement of its Bid Security; Provided, that the option to substitute is indicated in the **BDS**.

16.4 Upon signing and execution of the contract pursuant to ITB Clause 30, and the posting of the performance security pursuant to ITB Clause 31, the Bid Security of the successful Bidder will be discharged, but in no case later than its validity period as indicated in the ITB Clause 16.2.

16.5 The Bid Security may be forfeited based on any of the following grounds, as provided under Rule VIII, X, XI, and XXI of the IRR.

if a Bidder:

- i) Withdraws its bid during the period of bid validity specified in ITB Clause 15;
- ii) Does not accept the correction of errors pursuant to ITB Clause 26.5(b) (arithmetical error);
- iii) Has a finding against the veracity of any of the documents submitted as stated in ITB Clause 27.2;
- iv) Submits eligibility requirements containing false information or falsified documents;
- v) Submits bids that contain false information or falsified documents, or the concealment of such information in the bids to influence the outcome of eligibility screening or any other stage of the public bidding;
- vi) Allows the use of one's name, or uses the name of another for purposes of public bidding;
- vii) Refuses to accept an award or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated Responsive Bid (LCRB), Most Economically Advantageous Responsive Bid (MEARB), or Most Advantageous Responsive Bid (MARB);
- viii) Refuses or fails to post the required performance security within the prescribed time;
- ix) Refuses to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification;
- x) Has any documented attempt by a Bidder to unduly influence the outcome of the bidding in its favor; or
- xi) Commits other acts that tend to defeat the purpose of the competitive bidding, Competitive Dialogue, Unsolicited Offer with Bid Matching and Limited Source Bidding, such as but not limited to habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.

If a winning Bidder:

- i) Fails to sign the contract in accordance with ITB Clause 30;
- ii) Fails to furnish performance security in accordance with ITB Clause 31; or
- iii) Fails to enter into joint venture after the bid is declared successful, in the case of potential JV partners.

17) Format and Signing of Bids

- 17.1 Bidders shall submit their bids through their duly authorized representative using the appropriate forms provided in Section VIII. Philippine Bidding Document Related Forms on or before the deadline specified in ITB Clause 19 in two (2) separate sealed bid envelopes which shall be submitted simultaneously, whether through manual or online submission. The first shall contain the technical component of the bid, including the eligibility requirements under ITB Clause 12, and the second shall contain the financial component of the bid. This shall also be observed for each lot in the case of lot procurement.
- 17.2 Forms as mentioned in ITB Clause 17.1 must be completed without any alterations to their format. No substitute form shall be accepted.
- 17.3 Each and every page of the Bid Form, including the Price Schedule, under Section VIII hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- 17.4 Any insertions, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.

18) Sealing and Marking of Bids

- 18.1 Bidders shall enclose their technical documents described in ITB Clause 12 in one sealed envelope marked "TECHNICAL COMPONENT", and the financial component in another sealed envelope marked "FINANCIAL COMPONENT", sealing them all in an outer envelope marked "BID".
- 18.2 The Bid as indicated in the Bidding Documents shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative/s.
- 18.3 All envelopes shall:
 - a) contain the name of the contract to be bid in capital letters;
 - b) bear the name and address of the Bidder in capital letters;
 - c) be addressed to the Procuring Entity's BAC in accordance with ITB Clause 1.1;
 - d) bear the specific identification of this bidding process indicated in the ITB Clause 1.1; and
 - e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with ITB Clause 19.

- 18.4 For manually submitted bid envelopes that are not properly sealed and marked, as required in the Bidding Documents, the same shall be accepted; Provided, That the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. On the other hand, unsealed or unmarked bid envelopes, or bids that cannot be opened or corrupted in case of online submission, shall be rejected.

The BAC shall assume no responsibility for misplaced or lost contents of the improperly sealed or marked bid, or for its premature opening.

D. Submission and Opening of Bids

19) Deadline for Submission of Bids

Bids must be received by the Procuring Entity's BAC at the address indicated in the Invitation to bid, or through the e-bidding facility of the PhilGEPS on or before the date and time indicated in the **BDS**.

20) Late Bids

Bids, including the eligibility requirements, submitted after the deadline shall be rejected by the BAC. The BAC shall record in the Minutes of the Meeting the submission and opening of bids, the Bidder's name, its representative, and the time the late bid was submitted.

21) Modification and Withdrawal of Bids

21.1 Bidders may modify their bids before the deadline for the submission and receipt of bids.

- a) For manual submission and receipt of bids, the Bidders shall not be allowed to retrieve their original bid but shall only be allowed to submit the bid modification by sending another bid, equally sealed, properly identified, linked to their original bid, marked as a "modification," thereof, and stamped "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the Bidder unopened.
- b) For online submission of bids, the Bidders shall not be allowed to retrieve their original Bid, but shall only be allowed to submit the bid modification, send another Bid equally secured, properly identified labelled as a "modification" of the one previously submitted. The time indicated in the latest bid receipt page generated shall be the official time of submission. Bids modification submitted after the applicable deadline shall not be accepted.

21.2 Bidders may withdraw their bids in writing before the deadline for submission and receipt of bids. Withdrawal of bids after the applicable deadline shall be subject to appropriate sanctions as prescribed in the IRR.

Bidders may also express their intention not to participate in the bidding in writing, which should be received by the BAC before the deadline for submission and receipt of bids. Bidders that withdraw their bids shall no longer be allowed to submit another bid for the same contract, directly or indirectly.

- 21.3 No bid may be modified after the deadline for submission and receipt of bids. Further, no bid may be withdrawn in the interval between the deadline for submission and receipt of bids, and the expiration of bid validity specified by the Bidder in the Financial Bid Form. Withdrawal of bid during this interval shall result in the forfeiture of the Bidder's Bid Security pursuant to ITB Clause 16.5, and the imposition of administrative sanctions as prescribed by RA No. 12009, and without prejudice to the imposition of civil and criminal sanctions as provided under applicable laws.
- 21.4 Alternative Bids shall be rejected. For this purpose, Alternative Bid shall pertain to an offer made by a Bidder in addition or as a substitute to its original bid, which may be included as part of its original bid or submitted separately. A bid with options shall likewise be considered an Alternative Bid regardless of whether said bid proposal is contained in a single envelope or submitted in two (2) or more separate bid envelopes.
- 21.5 Each Bidder shall submit only one Bid, either individually or as a partner in a JV. Bidder who submits or participates in more than one bid (other than as a subcontractor if a subcontractor is permitted to participate in more than one bid) will cause all the proposals with the Bidder's participation to be disqualified. This shall be without prejudice to any applicable criminal, civil, and administrative penalties that may be imposed upon the persons and entities concerned.

22) Opening and Preliminary Examination of Bids

- 22.1 The BAC shall open the bids in public, immediately after the deadline for submission and receipt of bids, as specified in the **BDS**. In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the submitted Bids and reschedule the opening of Bids on the next working day or at the soonest possible time, through the issuance of a notice of postponement to be posted on the PhilGEPS website and the website of the Procuring Entity concerned.
- 22.2 The manner of opening of the bids for Goods shall depend on the award criterion to be adopted as follows:
 - a) For LCRB and MEARB, the BAC shall open the technical and financial proposals on the same day; and
 - b) For MARB, only the technical proposals shall be opened on the same day while the financial proposals shall remain unopened and shall be kept securely by the BAC until the specified time of their opening as indicated in the **BDS**. Only the financial proposals of the Bidders who have met the highest technical score for Most Advantageous Bid (MAB) shall be opened.
- 22.3 The Procuring Entity shall prepare the minutes of the proceedings of the bid opening that shall include, as a minimum: (a) names of Bidders, their bid price (per lot, if applicable, and/or including discount, if any), bid security, findings of

preliminary examination, and whether there is a withdrawal or modification; and (b) attendance sheet. The BAC members shall sign the abstract of bids as read.

- 22.4 The Bidders or their duly authorized representatives may attend the opening of bids. The BAC shall ensure the integrity, security, and confidentiality of all submitted bids. The Abstract of Bids, as read, and the minutes of the bid opening shall be made available to the public, upon written request and payment of a specified fee to recover the cost of materials.
- 22.5 To ensure transparency and accurate representation of the bid submission, the BAC Secretariat, shall notify in writing all Bidders whose bids it has received through its PhilGEPS-registered physical address or official e-mail address. The said notice shall be issued within seven (7) calendar days from the date of the bid opening.

E. Evaluation and Comparison of Bids

23) Process to be Confidential

- 23.1 Members of the BAC, its staff and personnel, Secretariat, and TWG, as well as Observers, are prohibited from making or accepting any communication with any Bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in ITB Clause 24.
- 23.2 Any effort by a Bidder to influence the Procuring Entity in its decision in respect of bid evaluation, bid comparison or contract award will result in the rejection of the bid.

24) Clarification of Bids

To assist in the evaluation, comparison, and post-qualification of the bids, the Procuring Entity may ask in writing any Bidder for a clarification of its bid. All responses to requests for clarification shall be in writing. Any clarification submitted by a Bidder in respect to its bid that is not in response to the request of the Procuring Entity shall not be considered.

25) Domestic Preference

- 25.1 The Procuring Entity shall give priority and preference to Philippine products and services. The preference and priority for Philippine products shall be guaranteed at all levels of the procurement process, including raw materials, ingredients, supplies, or fixtures.
- 25.2 For a period of ten (10) years from the effectivity of RA No. 11981 or the "*Tatak Pinoy* (Proudly Filipino) Act," and for Philippine products and services in sectors and economic activities covered by the prevailing *Tatak Pinoy* Strategy, the Procuring Entity is mandated to award the contract to the domestic Bidder for Philippine products and services in sectors and economic activities covered by the prevailing *Tatak Pinoy* Strategy (TPS).

Domestic Bidder, for purposes of this provision, refers to any person or entity offering unmanufactured articles, materials, or supplies grown or produced in the Philippines, or manufactured articles, materials, or supplies manufactured or to be manufactured in the Philippines substantially from articles, materials,

or supplies that are or will be produced or manufactured in the Philippines, as the case may be.

- 25.3 After the said ten-year period, the domestic preference shall be subject to a margin of preference to be determined by the *Tatak Pinoy* Council which shall not be lower than fifteen percent (15%).
- 25.4 For products and services governed by the TPS, the domestic preference in procurement shall be in accordance with the IRR or guidelines issued for the *Tatak Pinoy Act*.
- 25.5 The Procuring Entity shall award the Project to the domestic Bidder if the bid is not more than twenty-five percent (25%) in excess of the lowest foreign bid. The margin of preference provided herein shall be subject to periodic review and adjustment by the GPPB, as may be necessary.
- 25.6 A Domestic Bidder can only claim preference if it secures from the appropriate agency a certification that the articles forming part of its bid are substantially composed of articles, materials, or supplies grown, produced, or manufactured in the Philippines.
- 25.7 The preference herein established may be waived should any of the following conditions be present as provided in the **BDS**:
 - a) Where domestic production is insufficient or unavailable in the required commercial quantities;
 - b) Where the specific or desired quality is not met;
 - c) Where domestic preference will result in inconsistencies with the Philippines' obligations under treaty or international or executive agreements; or
 - d) Other analogous circumstances.

26) Detailed Evaluation and Comparison of Bids

- 26.1 The Procuring Entity's evaluation of bids shall be based on the bid price quoted in the Bid Form, which includes the Price Schedule.
- 26.2 The Procuring Entity will undertake the detailed evaluation and comparison of the bids which have passed the opening and preliminary examination of bids, pursuant to ITB Clause 22, to determine the Lowest Calculated Bid (LCB), Most Economically Advantageous Bid (MEAB), and MAB.
- 26.3 The award criterion shall be determined as follows:
 - a) For LCB
 - i) The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids; and
 - ii) The ranking of the total bid prices as so calculated from the lowest to the highest, where the bid with the lowest price shall be identified as the LCB.

- b) For MEAB, the BAC shall evaluate the quality and price proposals to determine the Most Economically Advantageous Bid (MEAB) using the following steps:
 - i) The quality proposal together with the price proposal shall be considered in the evaluation of bids. The quality proposals shall be evaluated first using the criteria in the **BDS**. The price proposals of the bids that meet the minimum quality score shall then be opened.
 - ii) The price and quality proposals shall be given corresponding weights with the price proposal given a minimum weight of fifteen percent (15%) up to a maximum of forty percent (40%). The weight of the quality criteria shall be adjusted accordingly such that their total weight in percent together with the weight given to the price proposal shall be equal to one hundred percent (100%).
 - iii) To further promote green public procurement, the sustainability of products, or materials with green specifications shall be given greater weight in the evaluation of bids. As approved by the BAC, the exact weights shall be indicated in the **BDS**. The BAC shall rank the Bidders in descending order based on the combined numerical ratings of their quality and price proposals. The Bidder with the best overall score using the quality-price ratio shall be referred to as the MEAB.
 - iv) The HoPE shall approve or disapprove the recommendations of the BAC within two (2) calendar days after receipt of the results of the evaluation from the BAC.
- c) For MAB
 - i) BAC shall evaluate the quality proposals to determine the MAB using the quality components. The quality components shall be assessed on the basis of the criteria with corresponding numerical weights indicated in the **BDS** to determine the Bidder with the highest technical rating.
 - ii) The second bid envelope of the Bidder obtaining the highest technical rating shall be opened. If the financial proposal is equal to or lower than the ABC, the bid shall be accepted and determined as the MAB; otherwise, the same shall be rejected and the Bidder will be disqualified.

26.4 In order to eliminate bias in evaluating the quality proposals, it is recommended that the highest and lowest scores for each Bidder for each criterion shall not be considered in determining the average scores of the Bidders, except when the evaluation is conducted in a collegial manner.

26.5 The BAC shall immediately conduct a detailed evaluation of all bids using non-discretionary criteria in considering the following:

- a) Completeness of the bid. Unless the **BDS** allows partial bids, bids not addressing or providing all of the required items in the **BDS**, shall be considered non-responsive and, thus, automatically disqualified.

However, when no price or a zero (0) or a dash (-) is indicated in a required item in the bid form, the same shall be construed that it is being offered for free to the Government, except those required by law or regulations to be provided for; and

- b) Arithmetical corrections. The BAC shall apply arithmetical corrections on computational errors and omissions to enable proper comparison of all eligible bids. Bid corrections may also be considered if expressly allowed in the **BDS**. Any adjustment shall be calculated in monetary terms to determine the calculated prices.
- 26.6 Based on the detailed evaluation of bids, those that comply with the above-mentioned requirements shall be ranked in the ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, to identify the LCB, MEAB, or MAB. Total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, which exceed the ABC shall not be considered, unless otherwise indicated in the **BDS**.
- 26.7 The BAC shall evaluate all bids on an equal footing to ensure fair and competitive bid comparison. For this purpose, all Bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties, whichever is applicable, as itemized in the bid form and reflected in the detailed estimates. Such bids, including said taxes, shall be the basis for bid evaluation and comparison.
- 26.8 If so indicated pursuant to ITB Clause 1.2, bids may be submitted for individual lots or for any combination thereof, provided that all bids and combinations of bids shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid prices quoted shall correspond to all items specified for each lot and to all quantities specified for each item of a lot. Bid Security as required by ITB Clause 16 shall be submitted for each contract (lot) separately. The basis for evaluation of lots is specified in **BDS** Clause 26.5.
- 26.9 In order to eliminate bias in evaluating the quality proposals, it is recommended that the highest and lowest scores for each Bidder for each criterion shall not be considered in determining the average scores of the Bidders, except when the evaluation is conducted in a collegial manner.

27) Post-Qualification

- 27.1 The BAC shall determine to its satisfaction whether the Bidder that is evaluated as having submitted the LCB, MEAB, or MAB as the case may be, complies with and is responsive to all the requirements and conditions specified in ITB Clauses 5, 12.1, and 12.2. The Bidder, within five (5) calendar days from receipt of notice from the BAC that it submitted the LCB, MEAB, or MAB shall submit all the eligibility documents supporting its PhilGEPS Certificate of Registration (Platinum Membership), its latest income and business tax returns filed for the preceding quarter which should not be earlier than two (2) quarters from the date of submission and receipt of bid, and other appropriate licenses and permits required by law and stated in the **BDS**.

- 27.2 Failure to submit any of the post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the Bidder for award; Provided, That in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the Bid Security.
- 27.3 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted pursuant to ITB Clauses 12.1 and 12.2, as well as other information as the Procuring Entity deems necessary and appropriate, using a non-discretionary "pass/fail" criterion, which shall be completed within a period of twelve (12) calendar days.
- 27.4 If the BAC determines that the Bidder with the LCB, MEAB, or MAB fails to meet the post-qualification criteria, it shall immediately notify the said Bidder in writing of its post-disqualification and the grounds for such determination.
- 27.5 Immediately after the BAC has notified the first Bidder of its post-disqualification, and notwithstanding any pending request for reconsideration thereof, the BAC shall initiate and complete the same post-qualification process on the Bidder with the second LCB, MEAB, or MAB. If the second Bidder passes the post-qualification and the request for reconsideration of the first Bidder has been denied, the second Bidder shall be post-qualified as the Bidder with the LCB, MEAB, or MAB.
- 27.6 If the second Bidder, however, fails the post-qualification, the procedure for post-qualification shall be repeated for the Bidder with the next LCB, MEAB, or MAB and so on, until the LCRB, MEARB, MARB, as the case may be, is determined for award, subject to the procedure of Notice and Execution of Award.
- 27.7 If the BAC determines that the Bidder with the LCB, MEAB, or MAB passes all the criteria for post-qualification, it shall declare the said bid as the LCRB, MEARB, MARB, Single Calculated Responsive Bid (SCRB), Single Economically Advantageous Responsive Bid (SEARB), or Single Advantageous Bid (SARB).
- 27.8 Within a period not exceeding ten (10) calendar days from the determination and declaration through a resolution by the BAC of the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as the case may be, and the recommendation of the award, the HoPE or its duly authorized representative shall approve or disapprove the said recommendation.
- 27.9 In case of approval, the HoPE or its duly authorized representative shall immediately issue the Notice of Award to the Bidder with the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as the case may be.

In the event that the approving authority shall disapprove the resolution on the award of the contract, such disapproval shall be based only on valid, reasonable, and justifiable grounds to be expressed in writing. A copy of the decision disapproving the resolution shall be furnished to the BAC and the Bidder.

28) Reservation Clause

28.1 Notwithstanding the eligibility or post-qualification of a Bidder and without incurring any liability, the HoPE or its duly authorized representative at any stage of the procurement, reserves the right to review its qualifications, reject any and all bids, declare a failure of bidding or not award the contract in the following situations:

- a) If it has reasonable grounds to believe that a misrepresentation has been made by the said Bidder, or that there has been a change in the Bidder's capability to undertake the project from the time it submitted its eligibility requirements.
- b) Should such review uncover any misrepresentation made in the eligibility and bidding requirements, statements or documents, or any changes in the situation of the Bidder which will adversely affect its capability to undertake the Project so that it no longer meets the prescribed eligibility or bid evaluation criteria, the Procuring Entity shall consider the said Bidder as ineligible and disqualify it from participating further in the bidding process or being awarded the contract.

28.2 Based on any of the following grounds, the Procuring Entity reserves the right to reject any and all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding:

- a) If there is *prima facie* evidence of collusion between appropriate public officers or employees of the Procuring Entity, or between the BAC and any of the Bidders, or if the collusion is between or among the Bidders themselves, or between a Bidder and a third party, including any act which restricts, suppresses or nullifies, or tends to restrict, suppress or nullify competition or influences or tends to influence the bidding process;
- b) If the BAC is found to have failed in complying with the applicable law or in following the prescribed bidding procedures; or
- c) If there are any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the government, in instances where (i) the physical and economic conditions have significantly changed so as to render the Project no longer economically, financially, or technically feasible as determined by the HoPE; (ii) the Project is no longer necessary as determined by the HoPE; and (iii) the source of funds for the Project has been withheld or reduced through no fault of the Procuring Entity.

F. Award of Contract

29) Contract Award

29.1 Subject to ITB Clause 27, the HoPE or its duly authorized representative shall award the contract to the Bidder whose bid has been determined to be the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as the case may be.

- 29.2 Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Bidder in writing that its bid has been accepted, through a Notice of Award duly received by the Bidder or its representative personally or sent by registered mail or electronically, receipt of which must be confirmed in writing within two (2) days by the Bidder with the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as applicable and submitted personally or sent by registered mail or electronically to the Procuring Entity.
- 29.3 Within ten (10) calendar days from receipt by the winning Bidder of the Notice of Award, the following conditions should be complied with before the contract may be awarded:
- a) Submission of the following documents:
 - i) Valid JVA, if applicable; or
 - ii) The SEC Certificate of Registration of the foreign corporation, if applicable.
 - b) Posting of the performance security in accordance with ITB Clause 31; and
 - c) Signing of the contract as provided in ITB Clause 30.
- 29.4 At the time of contract award, the Procuring Entity shall not increase or decrease the quantity of goods originally specified in Section VI. Schedule of Requirements.

30) Signing of the Contract

- 30.1 Within ten (10) calendar days from receipt of the Notice of Award, the winning Bidder shall (i) post the required performance security, sign and date the contract, and return it to the Procuring Entity.
- 30.2 The Procuring Entity shall enter into a contract with the successful Bidder within the same ten (10) calendar day period, provided that all the documentary requirements are complied with.
- 30.3 The following documents shall form part of the contract:
- a) Contract Agreement;
 - b) Bidding Documents;
 - c) Winning Bidder's bid, including the technical and financial proposals, and all other documents/statements submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - d) Performance Security;
 - e) Notice of Award of Contract; and
 - f) Other contract documents that may be required by existing laws and/or specified in the **BDS**.

31) Performance Security

- 31.1 To guarantee the faithful performance of its obligations under the contract, the winning Bidder shall post a performance security prior to the signing of the contract. Furthermore, the successful Bidder shall be required to update the performance security posted before the issuance of an amendment to order if any.
- 31.2 Sectors enumerated under Section 76.1⁵ of the IRR may be allowed to post a Performance Securing Declaration (PSD) as specified in the **BDS**.
- 31.3 The performance security shall be in any form selected by the Procuring Entity in the amount indicated in the **BDS**, which shall not be less than the percentage of the total contract price in accordance with the following price schedule:

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
a. Cash or Cashier's or Manager's check issued by a bank. <i>For biddings conducted by LGUs, the Cashier's or Manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Five percent (5%)
b. Bank draft or guarantee or irrevocable Letter of Credit issued by a local bank. If issued by a foreign bank, it shall be confirmed or authenticated by a local bank.	
ii. Surety bond callable upon demand issued by a surety or insurance company duly certified by the IC as authorized to issue such security.	Thirty Percent (30%)

⁵ Section 76.1 The GPPB, once data is available from relevant agencies, shall maintain a registry of entities belonging to the following sectors:

- a) Farmers, as certified by the Department of Agriculture (DA);
- b) Fisherfolk as certified by the Bureau of Fisheries and Aquatic Resources (BFAR);
- c) Persons with disabilities as certified by the National Council for Disability Affairs (NCDA) pursuant to RA No. 7277, otherwise known as the Magna Carta for Disabled Persons, as amended;
- d) Solo parents as certified by the Department of Social Welfare and Development (DSWD);
- e) Microenterprises and social enterprises as certified by the MSMED Council;
- f) Startups, Spin-offs, and other forms of entity involved in Science, Technology, and Innovation (DOST), as may be applicable;
- g) Cooperatives duly registered with the CDA pursuant to RA No. 6938, otherwise known as the Cooperative Code of the Philippines, as amended; and
- h) Other relevant sectors as may be determined by the GPPB to ensure inclusivity and diversity in the procurement process.

31.4 The performance security shall be denominated in Philippine Peso and posted in favor of the Procuring Entity, which shall be forfeited in the event it is established that the winning Bidder is in default in any of its obligations under the contract.

32) Notice to Proceed

The Procuring Entity shall issue the Notice to Proceed to the winning Bidder not later than three (3) calendar days from the date of approval of the contract by the appropriate signatories. All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful Bidder.

33) Protest Mechanism

Decisions of the BAC in all stages of procurement may be protested to the HoPE in accordance with Section 83 of the IRR.

Section III. Bid Data Sheet



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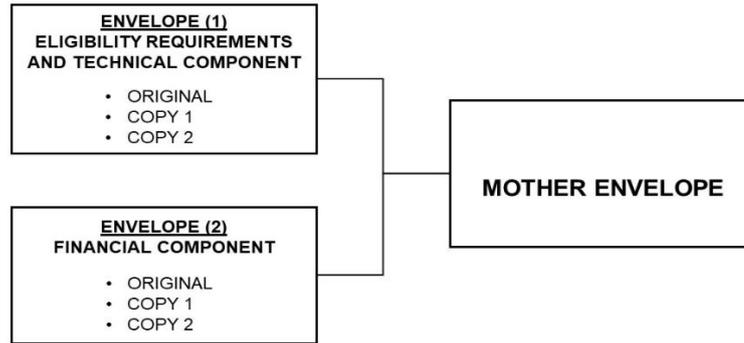
Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <i>Development Bank of the Philippines.</i></p> <p>The Project title is <i>Procurement of ATM Managed Services to a Third-Party Service Provider (TPSP) for the Development Bank of the Philippines.</i></p> <p>The identification number of the Contract is <i>G-2026-03.</i></p>
1.2	The number of lot(s): <i>Not applicable</i>
2	<p>The Funding Source is:</p> <p style="padding-left: 40px;">2.1 The GoP through the source of funding as indicated below for <i>CY 2026</i> in the amount of <i>Three Billion Six Hundred Seventy-Five Million Six Hundred Eighty-Nine Thousand Sixty-Four and 25/100 Pesos (₱ 3,675,689,064.25).</i></p> <p style="padding-left: 40px;">2.2 The source of funding is: <i>the Corporate Operating Budget.</i></p>
3.1	No further instructions.
5.2	<p>Foreign Bidders may participate in this Project in view of the following circumstance(s):</p> <p style="padding-left: 40px;">5.2(d) When there is a need to prevent situations that defeat competition or restrain trade.</p>
5.4	The Bidder's SLCC similar to the contract to be bid should have been completed <i>within the last ten (10) years</i> prior to the deadline for the submission and receipt of bids.
5.5	<p><i>Contract similar to the project refers to any of the following:</i></p> <ul style="list-style-type: none"> • <u><i>ATM Managed Services;</i></u> • <u><i>Supply, delivery, installation, testing and commissioning of ATMs;</i></u> • <u><i>Maintenance of ATMs;</i></u> • <u><i>Cash Management and Replenishment of ATMs.</i></u>
7	No further instructions.
8.1	<p>Subcontracting is allowed.</p> <ol style="list-style-type: none"> 1. The subcontracted portion shall not exceed twenty percent (20%) of the bid price. 2. Subcontractors must meet the eligibility criteria and submit the same eligibility documents as the bidder. 3. Eligibility documents of the subcontractor shall be submitted during post-qualification. 4. Subcontracting shall be limited to the following services: <ol style="list-style-type: none"> a) First Level Maintenance b) Second Level Maintenance c) Monitoring and Forecasting d) ATM Cash Management and Replenishment
8.4	Eligibility documents of the subcontractor shall be submitted during post-qualification.

9.1	<p>The Procuring Entity will hold a pre-bid conference for this Project on:</p> <p>Date: <u>27 February 2026 (Friday) at 9:30 AM</u></p> <p>Venue: 6th floor, BAC Conference Room, DBP Head Office, Makati City and through videoconferencing/webcasting via Zoom Meeting.</p> <p>----</p> <p>Additional notes on the conduct of Pre-bid Conference:</p> <ul style="list-style-type: none"> i. All prospective bidders intending to attend the Pre-bid Conference online, through Zoom Meeting, must coordinate with the BAC Secretariat through email at least one (1) day before the scheduled Pre-bid Conference and provide their contact information. ii. The Zoom Meeting credentials shall be provided to the prospective bidders which were acknowledged by the BAC Secretariat through email. <p><i>Important: DBP does not provide direct links (URL) to the Zoom Meeting channel for IT security concerns.</i></p> <ul style="list-style-type: none"> iii. Video cameras of all participants in the Zoom Meeting shall be turned on at all times or throughout the duration of the Pre-bid Conference for transparency and recording purposes.
10.1	<p>The Procuring Entity's address is:</p> <p>DBP Bids and Awards Committee Secretariat 6th floor, BAC Unit - Procurement and Inventory Management Department, Development Bank of the Philippines - Head Office, Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City</p> <p>Contact numbers: (02) 8818-9511 local 2610 or 2606 Email: bacsecretariat@dbp.ph Website: https://www.dbp.ph/</p>
12.4	<p>The ABC is Three Billion Six Hundred Seventy-Five Million Six Hundred Eighty-Nine Thousand Sixty-Four and 25/100 Pesos (₱ 3,675,689,064.25). Any bid with a financial component exceeding the amount shall not be accepted.</p>
13.1(a)(iv)	No incidental services are required.
13.1(b)(i)	Not applicable.
13.1(b)(ii)	No incidental services are required.
13.2	No further instructions.
14.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Peso.

14.3	Not applicable.
15.1	Bids will be valid for one hundred twenty (120) calendar days from bid opening.
16.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than [two percent (2%) of ABC] or ₱73,513,781.29, if bid security is in cash, cashier's/manager's check;</p> <p>b. The amount of not less than [five percent (5%) of ABC] or ₱183,784,453.22, if bid security is in bank draft/guarantee, irrevocable letter of credit or Surety Bond;</p> <p>c. No required percentage, if bid security is in the form of Bid Securing Declaration.</p>
16.2	The Bid Security shall be valid one hundred twenty (120) calendar days from bid opening unless mutually agreed to be extended until the submission of the Performance Security.
16.3	<p>In case of extension of bid validity and bid security validity period, Substitution of the bid security form is allowed. Bid Securing Declaration or any of the following forms may be used:</p> <p>a) Cash or Cashier's or Manager's Check issued by a Bank.</p> <p>b) Bank draft/guarantee or irrevocable Letter of Credit issued by a Bank: Provided, however, that it shall be confirmed or authenticated by a local Bank, if issued by a foreign bank.</p> <p>c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</p>
18	<p><u>For Manual Submission of Bids:</u></p> <p>Each bidder shall submit <u>one (1) original and two (2) copies each</u> of the first envelope and second envelope of its bid.</p> <p>Bidders shall submit their bids through their duly authorized representative enclosed in sealed envelopes:</p> <p>a. The first sealed envelope "ENVELOPE (1)" shall contain the eligibility and technical documents, prepared in three copies and labeled as follows:</p> <ul style="list-style-type: none"> • ORIGINAL (Eligibility and Technical Documents) • COPY 1 (Eligibility and Technical Documents) • COPY 2 (Eligibility and Technical Documents) <p>b. The second sealed envelope "ENVELOPE (2)" shall contain the financial component of the bid, prepared in three copies and labeled as follows:</p> <ul style="list-style-type: none"> • ORIGINAL (Financial Documents) • COPY 1 (Financial Documents) • COPY 2 (Financial Documents)

c. "ENVELOPE (1)" and "ENVELOPE (2)" shall then be enclosed in a single **mother envelope/package/box**, which must be duly labeled, signed, and sealed.



d. All envelopes, "ENVELOPE (1)", "ENVELOPE (2)", and the MOTHER ENVELOPE shall indicate the following as its **outer label**:

- addressed to DBP-BAC
- name and address of the bidder in all capital letters
- name of the project to be bid in all capital letters
- bear the specific reference number for the project
- bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids

TO	:	THE BIDS AND AWARDS COMMITTEE DEVELOPMENT BANK OF THE PHILIPPINES (DBP)
FROM	:	_____
		<i>(Name of Bidder in All Capital Letters)</i>
ADDRESS	:	_____
		<i>(Address of Bidder in All Capital Letters)</i>
PROJECT	:	_____
BID REFERENCE NO.:		_____
"DO NOT OPEN BEFORE: (DATE AND TIME OF OPENING OF BIDS)"		

For Online Submission of Electronic Bids:

For the proper preparation and labelling of bids, bidders must upload their bids in their respective folders as illustrated below.

a. For the first envelope (in .zip file format or archived file) containing the eligibility and technical documents:



- (Name of Company/Bidder)_FOLDER 1_ELIGIBILITY AND TECHNICAL DOCUMENTS

e.g. XYZ Corporation_FOLDER 1_ELIGIBILITY AND TECHNICAL DOCUMENTS

	<p>b. For the second envelope (in .zip file format or archived file) containing the financial proposals:</p> <p> - (Name of Company//Bidder)_FOLDER 2_FINANCIAL DOCUMENTS</p> <p>e.g. XYZ Corporation_FOLDER 2_FINANCIAL DOCUMENTS</p>
19	<p>The address for the submission of Bids is:</p> <p>DBP Bids and Awards Committee Secretariat <i>6th floor, BAC Unit - Procurement and Inventory Management Department, Development Bank of the Philippines - Head Office, Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City</i></p> <p>The deadline for the submission of Bids is:</p> <p><u>13 March 2026 (Friday); Until 9:00 AM.</u></p>
22.1	<p>The place of the bid opening is:</p> <p>DBP BAC Conference Room <i>6th floor, BAC Unit - Procurement and Inventory Management Department, Development Bank of the Philippines - Head Office, Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City.</i></p> <p>The date and time of bid opening is:</p> <p><u>13 March 2026 (Friday); at 9:30 AM.</u></p>
22.2(b)	Not applicable.
25.7	No further instructions.
26.3(b)(i)	Not applicable.
26.3(b)(iii)	Not applicable.
26.3(c)(i)	Not applicable.
26.5(a)	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
26.5(b)	Arithmetical correction is allowed.
26.6	No further instructions.
27.1	<p>Bidder that is evaluated as having submitted the LCB must also submit the following:</p> <ol style="list-style-type: none"> 1. Subcontractors' eligibility documents: <ol style="list-style-type: none"> a. Valid and updated Certificate of PhilGEPS Registration (Platinum Membership) b. Statement of all ongoing government and private contracts c. Statement of completed contract/s within the last ten (10) years <u>(using the same condition stipulated in the Bid Documents for completed contracts but based on the amount to be subcontracted)</u> d. Completely accomplished computation of NFCC <u>(value of which is equivalent to the amount to be subcontracted)</u>

	<p>2. Presentation of sample ATM, Cladding, and UPS units within Fifteen (15) days after receipt of Notice of Lowest/Single Calculated Bid.</p> <p>The ATMs to be provided during the post-qualification shall be used as the test units for the SIT (if needed) and UAT.</p> <p>3. The Third-Party Service Provider (TPSP) shall provide at least 2,000 pcs of test money consisting of paper banknotes which shall be used for the conduct of testing.</p>
30.3(f)	Please refer to the Technical Specifications / Terms of Reference.
31.2	Not applicable.
31.3	<p>The Performance Security shall be in the form:</p> <p>1) The amount of not less than ₱ 183,784,453.22 or 5% of the ABC, if performance security is in cash, cashier's check, manager's check, bank draft, guarantee, or irrevocable Letter of Credit.</p> <p>or</p> <p>2) The amount of not less than ₱ 1,102,706,719.28 or 30% of the ABC, if performance security is Surety Bond.</p>

Section IV. General Conditions of Contract



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1) General Terms

In this Contract, the following terms shall be interpreted as indicated:

- a) "The Procuring Entity" means the organization purchasing the Goods, as named in the **SCC**.
- b) "The Supplier" means the individual contractor, manufacturer distributor, or firm supplying/manufacturing the Goods and Services under this Contract and named in the **SCC**.
- c) The "Funding Source" means the organization named in the **SCC**.
- d) "The Project Site" where applicable, means the place or places named in the **SCC**.

2) Corrupt, Fraudulent, Collusive, and Coercive Practices

Unless otherwise provided in the **SCC**, the Procuring Entity as well as the Bidders, Contractors, or Suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. Further the Funding Source, as appropriate, will seek to impose the maximum civil, administrative, and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with any of the practices mentioned in ITB Clause 3.1(a).

3) Inspection and Audit by the Funding Source

The Supplier shall allow the Funding Source to inspect its accounts and records related to the performance of its obligations. If the Funding Source requires a separate audit, it shall appoint its auditor and bear the cost thereof.

4) Governing Law and Language

- 4.1 This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.
- 4.2 This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English.

5) Notices

- 5.1 Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail or electronic mail, to such Party at the address specified in the **SCC**, which shall be effective when delivered and duly received, as may be applicable.
- 5.2 A Party may change its address upon notice pursuant to the provisions listed in the **SCC**.

6) Scope of Contract

- 6.1 The Goods to be provided shall be as specified in Section VI. Schedule of Requirements.
- 6.2 This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. Any additional requirements for the completion of this Contract shall be provided in the **SCC**.

7) Subcontracting

7.1 For subcontracting arrangements, the following rules shall apply for both locally-funded projects and projects financed through Official Development Assistance, except those covered by treaty, or international, or executive agreements.

- a) The subcontracted portion of the contract shall be subject to the approval of the HoPE and the following conditions:
- i) The subcontracted portion shall not exceed twenty percent (20%) for Goods, or a different percentage on a per project basis, as approved by the GPPB. The threshold percentages fixed herein shall be subject to the periodic review and adjustments as may be deemed appropriate by the GPPB; and
 - ii) The subcontracted portion shall be limited to components that are not deemed "significant or material" to the Project, as determined by the Procuring Entity.
- b) Subcontracting arrangement, if allowed, including the time of submission of the eligibility documents of the subcontractor, shall be disclosed in the Bidding Documents;
- c) Subcontractors must meet the eligibility criteria and submit the same eligibility documents as the general contractor.

Failure of a subcontractor to meet the eligibility criteria does not affect the eligibility of the general contractor for the procurement project. In such case, the portion intended to be subcontracted to the ineligible subcontractor shall be assumed by the general contractor;

- d) The general contractor shall remain liable for the subcontractor's actions, defaults, delays, and negligence;
- e) The general contractor and the subcontractor are obliged to comply with the provisions of the contract and shall share liability, jointly and severally, in cases of violation of safety standards or other labor standards insofar as the subcontracted portion is concerned; and

- f) For purposes of post-qualification in accordance with its objective and process under the IRR, the value of the entire completed and accepted Project, including the subcontracted portion, shall be credited as experience of the general contractor. In the case of the subcontractor, the following rules shall apply:
 - i) The subcontractor shall get credit for one hundred percent (100%) of the value of the subcontracted portion of the project performed; and
 - ii) Subcontractors shall be eligible to concessional windows of GFIs that treat receivables from the government as loan security; the receivables of subcontractors due from their general contractor shall similarly be accepted as loan security by GFIs.

8) Procuring Entity's Responsibilities

- 8.1 Whenever the performance of the obligations in this Contract requires that the Supplier obtain permits, approvals, import, and other licenses from local public authorities, the Procuring Entity may assist the Supplier in complying with such requirements in a timely and expeditious manner.
- 8.2 The Procuring Entity shall pay all costs involved in the performance of its responsibilities in accordance with the Scope of Contract.

9) Prices

- 9.1 For goods and services covered under this Contract, as awarded, all bid prices shall be deemed fixed and not subject to price escalation during contract implementation, except as otherwise provided in the succeeding provisions.
- 9.2 Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, unless there is a change in price resulting from Amendment to Order issued in accordance with **GCC** Clause 28.

10) Advance Payment

- 10.1 For Goods sourced from within the Philippines, advance payments may be made as follows:
 - a) A single advance payment not to exceed fifty percent (50%) of the contract amount shall be allowed for contracts entered into by a Procuring Entity for the following services where the requirement of down payment is a standard industry practice: 1) hotel and restaurant services; 2) use of conference/seminar and exhibit areas; and 3) lease of office space;
 - b) Advance payment not to exceed fifteen percent (15%) of the contract amount, unless otherwise directed by the President, shall also be allowed for procurement of goods required to address contingencies arising from natural or man-made calamities in areas where a "State of Calamity" has been declared by appropriate authorities; and
 - c) Upon submission of an irrevocable Letter of Credit (LoC) or bank guarantee issued by local bank, advance payment not exceeding fifteen percent (15%) of the contract amount shall be allowed and paid to the Supplier within

sixty (60) calendar days from the signing of the contract. The irrevocable LoC or bank guarantee, which must be for an equivalent amount, shall remain valid until the goods are delivered, and accompanied by a claim for advance payment.

10.2 For Goods supplied from abroad, unless otherwise indicated in the **SCC**, the terms of payment shall be as follows:

- a) Upon Contract Signing: Fifteen Percent (15%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in Section VIII. PBD Related Forms.
- b) Upon Delivery: Sixty-five percent (65%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents.
- c) Upon Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. In the event that no inspection or acceptance certificate is issued by the Procuring Entity's authorized representative within forty-five (45) days of the date shown on the delivery receipt, the Supplier shall have the right to claim payment of the remaining twenty percent (20%) subject to the Procuring Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Documents.

10.3 All progress payments for Goods shall first be charged against the advance payment until the latter has been fully exhausted.

11) Payment

11.1 Payments shall be made only upon a certification by the HoPE that the Goods have been delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President, no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under the Contract.

11.2 The Supplier's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services rendered, and by documents submitted pursuant to the SCC provision for **GCC** Clause 6.2, and upon fulfillment of other obligations stipulated in this Contract;

11.3 Pursuant to **GCC** Clause 11.2, payments shall be made promptly by the Procuring Entity after submission of an invoice or claim by the Supplier. Payments shall be in accordance with the applicable accounting and auditing laws, rules and regulations.

11.4 Unless otherwise provided in the **SCC**, all payments to the Supplier under this Contract shall be in Philippine Peso;

11.5 Unless otherwise provided in the **SCC**, payments using LoC is allowed. For this purpose, the amount of provisional sum shall be indicated in the **SCC**. All charges for the opening of the LoC and/or incidental expenses thereto shall be for the account of the Supplier.

12) Taxes and Duties

The Supplier, whether local or foreign, shall be entirely responsible for all the necessary taxes, stamp duties, license and permit fees, and other such levies imposed for the completion of this Contract.

13) Performance Security

13.1 Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity, but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any the forms prescribed in the ITB Clauses 31.2 and 31.3.

13.2 The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning Bidder is in default in any of its obligations under the contract.

13.3 The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.

13.4 The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance, subject to the following conditions:

- a) There are no pending claims against the Supplier or the Surety Company filed by the Procuring Entity;
- b) The Supplier has no pending claims for labor and materials filed against it; and
- c) Other terms specified in the **SCC**.

13.5 The Procuring Entity shall allow a proportional reduction in the original performance security in case of a reduction in contract value, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.

14) Use of Contract Documents and Information

14.1 The Supplier shall not, without the Procuring Entity's prior written consent, disclose this Contract or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Entity, except for purposes of performing the obligations therein. Any such disclosure shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

14.2 Other than this Contract, any document enumerated in **GCC** Clause 14.1 shall remain the property of the Procuring Entity. All copies shall be returned to the Procuring Entity upon completion of the Supplier's performance under this Contract, if so required by the Procuring Entity.

15) Standards

The Goods provided under this Contract shall conform to the standards mentioned in the Section VII. Technical Specifications. When no applicable standard is mentioned, the Goods shall comply with the latest authoritative standards appropriate to its country of origin.

16) Inspection and Tests

16.1 The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Entity, other than that specified under Item 16.3 below. The **SCC** and **Section VII. Technical Specifications** shall specify what inspections and/or tests the Procuring Entity requires and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

16.2 If applicable, the inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no cost to the Procuring Entity. The Supplier shall provide the Procuring Entity with the results of such inspections and tests.

16.3 The Procuring Entity or its designated representative shall be allowed to attend the tests and/or inspections referred to in this Clause provided that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

16.4 The Procuring Entity shall reject the Goods or any part thereof that fail any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity. Upon giving due notice to the Supplier pursuant to **GCC** Clause 5, the test and/or inspection may be repeated by the Procuring Entity, at no additional cost.

16.5 The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative to the said test and/or inspection, shall release the Supplier from any warranties or other obligations under this Contract.

17) Warranty

17.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and with all recent improvements in design and materials, except when the technical specifications required by the Procuring Entity provides otherwise.

17.2 The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

- 17.3 To ensure correction of manufacturing defects, the Supplier shall be required to provide a warranty for a minimum period specified in the **SCC**. At the option of the Procuring Entity, the obligation for the warranty shall be covered by:
- a) Retention money in an amount equivalent to at least one percent (1%) but not to exceed five (5%) of every progress payment; or
 - b) Special bank guarantee equivalent to at least one percent (1%) but not to exceed five (5%) of the total Contract Price; or
 - c) Other such amount, if so specified in the **SCC**.
- 17.4 The said amounts shall only be released by the Procuring Entity after the lapse of the warranty period as specified in the **SCC**, or in case of Expendable Supplies, after the consumption thereof; Provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
- 17.5 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under the warranty. Upon receipt of such notice, the Supplier shall, within the period specified in the **SCC**, repair or replace the defective Goods or parts thereof, at the soonest possible time, without cost to the Procuring Entity.
- 17.6 If the Supplier, after having been notified on the warranty claim, fails to remedy the defect(s) within the period specified in **GCC** Clause 17.5, the Procuring Entity may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense, and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract and other applicable laws.

18) Delays in the Supplier's Performance

- 18.1 Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Section VI. Schedule of Requirements.
- 18.2 If at any time during the performance of this Contract, the Supplier encounters conditions that may impede the timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, and upon causes provided for under **GCC** Clause 23, the Procuring Entity shall evaluate the situation and, if warranted, extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.
- 18.3 Except as provided under **GCC** Clause 23, any delay by the Supplier in the performance of its obligations shall render it liable to the imposition of liquidated damages pursuant to **GCC** Clause 19, unless an extension of time is agreed upon pursuant to **GCC** Clause 28.

19) Liquidated Damages

- 19.1 When the Supplier fails to satisfactorily deliver the Goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the Supplier, manufacturer, or distributor shall be liable for liquidated 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 the Procuring Entity.

- 19.2 The Procuring Entity need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due, or which may become due the supplier, manufacturer, or distributor, or collected from any securities or warranties posted by the supplier, manufacturer, or distributor, whichever is convenient to the Procuring Entity. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.
- 19.3 If delays are likely to be incurred beyond its control, the supplier, manufacturer, or distributor shall promptly notify the Procuring Entity in writing, providing details of the causes and duration of the expected delay. The Procuring Entity may, at its discretion, grant a time extension based on meritorious grounds, with or without the imposition of liquidated damages.

20) Settlement of Disputes

- 20.1 Any dispute arising from the implementation of a contract covered by the Act and the IRR shall primarily be resolved and settled amicably by mutual consultation or agreement.
- ~~20.2~~ In case of failure to settle dispute amicably, the parties may mutually agree in writing to resort to other modes of alternative dispute resolution (ADR) to promote efficiency in the procurement process. Accordingly, they are encouraged to select the most expeditious mode of ADR available.

If arbitration is chosen as the ADR method, this shall be incorporated as a provision in the contract and referred to the Arbitrator specified in the **SCC**.

- 20.3 In case of disagreement or after exhausting the remedies provided in the preceding Section, the dispute may be submitted to arbitration or other forms of ADR which includes mediation, conciliation, early neutral evaluation, mini-trial, or any combination thereof in accordance with the provisions of RA No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004."
- 20.4 Should the Parties fail to resolve their dispute or difference by such mutual consultation or agreement after thirty (30) days, either the Procuring Entity or the Supplier may signify its intention to commence arbitration by giving notice to the other Party, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 20.5 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under this Contract.
- 20.6 Notwithstanding any reference to arbitration herein, the Parties shall continue to perform their respective obligations under the Contract unless otherwise agreed upon in writing.

21) Liability of the Supplier

- 21.1 The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the **SCC**.
- 21.2 Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repair or replacement of the defective Goods.

22) Termination for Breach of Contract

The Procuring Entity may terminate for breach of contract when the Supplier fails to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity, pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price, consistent with the provision of this IRR on liquidated damages. The Procuring Entity may likewise impose appropriate sanctions therein.

23) Termination Due to Force Majeure

- 23.1 For purposes of this Contract, the terms "*force majeure*" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or *force majeure* shall be interpreted to mean as an event which the Supplier could not have been foreseen, or though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions, and any other causes the effect/s of which could have been avoided with the exercise of reasonable diligence by the Supplier. Such events may include, but not limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 23.2 The Procuring Entity may terminate this Contract and impose liquidated damages when, as a result of *force majeure*, the Supplier is unable to deliver or perform any or all of the Goods, amounting to at least ten percent (10%) of the Contract Price, for a period of not less than sixty (60) calendar days, or earlier, as deemed necessary by the Procuring Entity, after receipt of the written notice from the Procuring Entity stating that the circumstance of *force majeure* is deemed to have ceased.
- 23.3 The Supplier shall not be subject to forfeiture of its performance security, payment of liquidated damages, or contract termination due to *force majeure*, provided that the Supplier's delay in performance or other failure to perform its obligations under this Contract is the result of a *force majeure*.
- 23.4 If a *force majeure* situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity, the Supplier shall continue to perform its obligations under the Contract as far as may be practicable, when not prevented by the *force majeure*, and shall seek all reasonable alternative means in the performance of its obligation.

24) Termination for Convenience

24.1 The Procuring Entity, through a written notice sent to the Supplier, may terminate this Contract, in whole or in part, at any time, if it has determined the existence of any of the following conditions that make contract implementation economically, financially, or technically impractical or unnecessary:

- a) When physical and economic conditions have significantly changed so as to render the project no longer economically, financially, or technically feasible, as determined by the HoPE;
- b) When the HoPE has determined the existence of conditions that make project implementation impractical or unnecessary, such as, but not limited to, fortuitous event/s, changes in laws, and government policies;
- c) When funding for the Project has been withheld or reduced by higher authorities through no fault of the Procuring Entity; or
- d) Any circumstance analogous to the foregoing.

24.2 The Goods that have been performed or are ready to be delivered or performed within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices thereof. For Goods not yet delivered, performed and/or ready to be delivered or performed, the Procuring Entity may elect:

- a) To have any portion delivered and/or performed and paid at the contract terms and prices thereof; or
- b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.

25) Termination for Unlawful Acts

25.1 The Procuring Entity may terminate this Contract in case it is determined *prima facie* that the Supplier, including any joint venture partner therein, has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following:

- a) Corrupt, fraudulent, collusive, and coercive practices as defined in ITB Clause 3.1;
- b) Drawing up or using forged documents;
- c) Using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
- d) Any other act analogous to the foregoing.

26) Procedures for Termination of Contracts

26.1 The following provisions shall govern the procedures for termination of this Contract:

- a) **Verification** - Upon receipt of a written report of acts or causes which may constitute grounds for termination as aforementioned, or upon its own initiative, the End-User or Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such grounds and cause the execution of a Verified Report, with all relevant evidence attached.
- b) **Notice to Terminate** - Upon recommendation by the End-User or Implementing Unit, the HoPE shall terminate contracts only by written notice to the supplier conveying the termination of the contract. The notice shall state:
 - i) That the contract is being terminated for any of the grounds aforementioned, and a statement of the acts that constitute the grounds constituting the same;
 - ii) The extent of termination, whether in whole or in part;
 - iii) An instruction to the Supplier, to show cause as to why the contract should not be terminated; and
 - iv) Special instructions of the Procuring Entity, if any.

The Notice to Terminate shall be accompanied by a copy of the Verified Report.

- c) **Show Cause** - Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Supplier shall submit to the HoPE a verified position paper stating why the contract should not be terminated. If the Supplier, fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the HoPE shall issue an order terminating the contract.
- d) **Rescission of Notice of Termination** - The Procuring Entity may, at any time before receipt of the Supplier's verified position paper, withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of the notice.
- e) **Decision** - Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the HoPE shall decide whether or not to terminate the contract. It shall serve a a written notice to the Supplier of its decision and, unless otherwise provided, the contract is deemed terminated from receipt of the Supplier of the notice of the decision. The termination shall only be based on the grounds stated in the Notice to Terminate.
- f) **Contract Termination Review Committee (CTRC)** - The HoPE may create a committee to assist in the discharge of its functions under the IRR. All decisions recommended by the CTRC shall be subject to the approval of the HoPE.

- g) **Take-over of Contracts** - If a Procuring Entity terminates the contract due to default, insolvency, or for a cause, it may enter into a Negotiated Procurement (Take-over of Contracts) pursuant to Section 35(c) of RA No. 12009.
- h) **Procuring Entity's Options in Termination for Convenience in Contracts for Goods** - The Goods that have been performed or are ready for delivery within thirty (30) calendar days after the supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed or ready for delivery, the Procuring Entity may elect:
 - i) To have any portion delivered or performed and paid at the contract terms and prices; or
 - ii) To cancel the remainder and pay to the supplier an agreed amount for partially completed or performed goods and for materials and parts previously procured by the supplier.

27) Assignment of Rights

The Supplier shall not assign its rights or obligations under this Contract, in whole or in part, except upon prior written consent of the Procuring Entity.

28) Amendment to Order

No variation in or modification of the terms of this Contract shall be made except by written amendment signed by the parties in accordance with the provisions on Amendment to Order, subject to applicable laws, rules and regulations.

29) Application

These General Conditions shall apply to the extent that they are not suspended by the provisions from other parts of this Contract.

Section V. Special Conditions of Contract



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Special Conditions of Contract

GCC Clause	
1(a)	The Procuring Entity is <i>Development Bank of the Philippines</i> .
1(b)	The Supplier is <i>[to be inserted at the time of contract award]</i> .
1(c)	<p>The Funding Source is:</p> <p>2.1 The GoP through the source of funding as indicated below for CY 2026 in the amount of Three Billion Six Hundred Seventy-Five Million Six Hundred Eighty-Nine Thousand Sixty-Four and 25/100 Pesos (₱ 3,675,689,064.25).</p> <p>2.2 The source of funding is: the Corporate Operating Budget.</p>
1(d)	The Project Sites is: <i>the Project sites are defined in Section VI. Schedule of Requirements</i> .
2	No further instructions.
5.1	<p>The Procuring Entity's address for Notices is:</p> <p><i>Development Bank of the Philippines - Head Office</i> <i>Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City</i> <i>Trunkline: (02) 8818-9511</i> <i>Website: https://www.dbp.ph/</i></p> <p>The Supplier's address for Notices is: <i>to be determined</i>.</p>
5.2	No further instructions.
6.2	<p><u>Please refer to the Technical Specifications / Terms of Reference and/or Draft Contract.</u></p> <p>Delivery and Documents</p> <p>For purposes of the Contract, "EXW," "FOB," "FCA," "CIF," "CIP," "DDP" and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>For Goods Supplied from Abroad, state "The delivery terms applicable to the Contract are DDP delivered [insert place of destination]. In accordance with INCOTERMS." (DAP)</i></p> <p><i>For Goods Supplied from Within the Philippines, state "The delivery terms applicable to this Contract are delivered [insert place of destination]. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination."</i></p>

Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI. Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are as follows:

For Goods supplied from within the Philippines:

Upon delivery of the Goods to the Project Site, the Supplier shall notify the Procuring Entity and present the following original documents to the Procuring Entity:

- i) Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- ii) Delivery receipt/note, railway receipt, or truck receipt;
- iii) Supplier's factory inspection report;
- iv) Manufacturer's and/or Supplier's warranty certificate;
- v) Certificate of origin (for imported Goods);
- vi) Delivery receipt detailing number and description of items received signed by the authorized receiving personnel;
- vii) Certificate of Acceptance/Inspection Report signed by the Procuring Entity's representative at the Project Site; and
- viii) Four copies of the Invoice Receipt for Property signed by the Procuring Entity's representative at the Project Site.

For Goods supplied from abroad:

Upon shipment, the Supplier shall immediately communicate and notify the Procuring Entity and the insurance company the full details of the shipment, including Contract Number, description of the Goods, quantity, vessel, bill of lading number and date, port of loading, date of shipment, port of discharge etc. Upon delivery to the Project Site, the Supplier shall notify the Procuring Entity and present the following original documents as applicable with the documentary requirements of any letter of credit issued taking precedence:

- i) Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- ii) Negotiable, clean shipped on board bill of lading marked "freight prepaid", as well as a copy of the non-negotiable bill of lading;
- iii) Supplier's factory inspection report;
- iv) Manufacturer's and/or Supplier's warranty certificate;
- v) Certificate of origin (for imported Goods);
- vi) Delivery receipt detailing number and description of items received signed by the Procuring Entity's representative at the Project Site;

- vii) Certificate of Acceptance/Inspection Report signed by the Procuring Entity's representative at the Project Site; and
- viii) Invoice Receipt for Property signed by the Procuring Entity's representative at the Project Site.

For purposes of this Clause the Procuring Entity's Representative at the Project Site is: *Please refer to the Technical Specifications / Terms of Reference.*

Incidental Services

The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:

- a) performance or supervision of onsite assembly and/or startup of the supplied Goods;
- b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- e) training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- a) such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b) in the event of termination of production of the spare parts:
 - i) advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and

ii) following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts required are listed in Section VI. Schedule of Requirements and the cost thereof are included in the Contract Price

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods for a period of: *Please refer to the Technical Specifications / Terms of Reference.*

Other spare parts and components shall be supplied as promptly as possible, but in any case within *[insert appropriate time period]* months of placing the order.

Packaging

The Supplier shall meet packaging standards for Goods in accordance with existing laws and regulations, and as indicated in this Contract to prevent damage or deterioration during transit to their final destination.

The packaging shall be durable enough to withstand rough handling, exposure to extreme temperatures, salt, precipitation, open storage, and other extreme conditions during transit. Packaging case sizes and weights shall consider the remoteness of the Goods' final destination and the potential absence of heavy handling facilities at all transit points.

The packaging, labeling, and documentation within and outside the packages shall comply strictly with special requirements as shall be expressly provided for in this Contract, including additional requirements, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity

Name of the Supplier

Contract Description

Final Destination

Gross weight

Any special lifting instructions

Any special handling instructions

Any relevant Hazardous Chemical classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging, if practical. Otherwise, the packaging list is to be placed outside the secondary packaging.

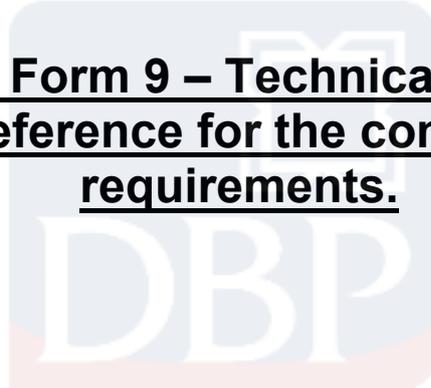
	<p>Insurance</p> <p>The Supplier shall fully insure the Goods supplied under this Contract in a currency, local or tradeable and accepted by the <i>Bangko Sentral ng Pilipinas</i> against loss or damage incidental to manufacture, acquisition, transportation, storage, and delivery. The risk and ownership of the Goods remain with the Supplier until their final acceptance by the Procuring Entity, unless otherwise specified in this Contract.</p> <p>Transportation</p> <p>The Supplier shall arrange and pay for the delivery of the Goods, with the cost included in the Contract Price. When required under this Contract to deliver the Goods CIF, CIP, or DDP, the Supplier shall ensure the transport of the Goods to the port of destination or any other specified place of destination in the Philippines, as indicated in this Contract.</p> <p>The Supplier shall arrange for transport, insurance, and storage to the specified destination with the related costs included in the Contract Price. When required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site.</p> <p>The Goods must be transported using carriers registered in the Philippines when the Supplier is required under this Contract to deliver the Goods CIF (Cost, Insurance, and Freight), CIP (Carriage and Insurance Paid To), or DDP (Delivered Duty Paid). If no Philippine-registered carrier is available, the Goods may be shipped using a non-Philippine carrier, provided the Supplier obtains and presents certification from the nearest Philippine consulate at the port of dispatch. If Philippine-registered carriers are available but their schedules would impede timely delivery or cause delays in the Supplier's performance of this Contract, the period of delay from when the Goods were first ready for shipment to the actual date of shipment will be considered <i>force majeure</i> in accordance with GCC Clause 23.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP Deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers, risk and ownership will not be deemed transferred to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Patent Rights</p> <p>The Supplier shall indemnify the Procuring Entity against all third- party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
10.3	The terms of payment shall be as follows: <i>Please refer to the Technical Specifications / Terms of Reference.</i>

11.4	Not applicable.
11.5	<p>Payment using LoC is not allowed.</p> <p><u>The bidder declared with the Lowest Calculated and Responsive Bid (LCRB) is required to open an account with DBP upon issuance of Notice of Award for payment purposes (if no account with DBP yet).</u></p>
13.4(c)	Perform necessary transition assistance for a maximum of 6 months if the bank decides to convert to other arrangements.
16.1	The inspections and tests that will be conducted are: <i>Please refer to the Technical Specifications / Terms of Reference.</i>
17.3	Not applicable.
17.3(c)	Not applicable.
17.4	Not applicable.
17.5	Not applicable.
20.2	<i>Please refer to the Technical Specifications / Terms of Reference.</i>
21.1	No further instructions.

Section VI. Schedule of Requirements

The project shall be completed within five (5) years after the receipt of the Notice to Proceed.

Please refer to Form 9 – Technical Specifications / Terms of Reference for the complete project requirements.



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Section VII. Technical Specifications



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Technical Specifications

Please refer to FORM 9 of this Bidding Documents for the Technical Specifications (TS) / Terms of Reference (TOR)

Section VIII. Checklist of Eligibility, Technical, and Financial Documents



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PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES

Bid Reference No. G-2026-03

TRANSMITTAL FORM

CHECKLIST OF REQUIREMENTS FOR BIDDERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT
Received:

Name of Bidder: _____

Complete Address: _____

Submitted by: _____

Contact Number: _____ Email: _____

Item	FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL DOCUMENTS (DULY SEALED AND MARKED)
TAB 1	Accomplished Data Privacy Consent Form <i>per FORM 1</i> , duly signed by the bidder's authorized representative.
LEGAL ELIGIBILITY DOCUMENTS	
TAB 2	<p>Joint Venture (JV) requirements:</p> <p>A. <u>If bidding as a formed JV:</u> Submit the valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please note:</p> <ol style="list-style-type: none"> i. <u>If the JV is incorporated or registered with the relevant government agency</u>, all documents listed in this checklist must be under the JV's name. The Certificate of PhilGEPS Registration in Platinum Membership must also be under the JV's name. ii. <u>If the JV is unincorporated</u>, the Certificate of PhilGEPS Registration in Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 5 onwards) by either one of the JV partners constitutes collective compliance. <p>B. <u>If bidding as a JV that is yet to be formed:</u> Submit the duly notarized Agreement to Enter into Joint Venture or Protocol/Undertaking to Enter into a Joint Venture (<i>Template per FORM 2</i>).</p>

Item	FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL DOCUMENTS (DULY SEALED AND MARKED)
	<p>Additionally, each JV partner is required to submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following:</p> <ol style="list-style-type: none"> i. The designated/authorized representative who will sign the JVA or the Protocol/Undertaking to Enter into a JV. ii. That they are duly authorized to participate in the bidding as a JV. iii. The authorized Lead Company to represent the JV. iv. The person designated as the duly authorized representative of the corporation to the JV, sign the bid proposals/bidding documents, and sign the ensuing contract with DBP. <p>Please likewise note:</p> <ul style="list-style-type: none"> • Refer to FORM 2-A for the template for Secretary's Certificate for the Lead Partner of the JV and FORM 2-B for the template for Secretary's Certificate for the Partner of the JV. • In case a JV partner is a sole proprietorship and proprietor opts to designate a representative, FORM 2-A or FORM 2-B shall be customized to include provisions such as the authority to sign the Protocol/Undertaking to Enter into a JV. • The Certificate of PhilGEPS Registration in Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 5 onwards) by either one of the JV partners constitutes collective compliance.
TAB 3	<p>Proof of appointment or authority of bidder's representative, whichever is applicable:</p> <ol style="list-style-type: none"> A. If the bidder is a <u>sole proprietorship</u> and opts to designate a representative: Duly notarized Special Power of Attorney (Template per FORM 3-A) B. If the bidder is a <u>corporation, partnership, cooperative, or joint venture</u>: Duly notarized Secretary's Certificate (Template per FORM 3-B) <p>In case there are more than one appointed/designated representatives, bidders must <u>fully accomplish the form and tick ONE of the provided checkboxes</u> to identify if acting as "Any one of signatories", "All of the Signatories", or "Any (number) of the signatories".</p> <p><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES NAMED IN THE CERTIFICATE ARE SIGNING THE BIDDING FORMS.</u></p>
TAB 4	<p>Valid and updated Certificate of PhilGEPS Registration (Platinum Membership), in three (3) complete pages, including "Annex A" or the List of Class "A" Eligibility Documents.</p> <p><u>Only the valid and updated Certificate of PhilGEPS Registration (Platinum Membership) including the "Annex A" shall be accepted during the opening of bids. Expired Certificate or any of the eligibility documents listed in Annex "A" shall be a ground for disqualification of the bidder.</u></p> <p>Note: It is the obligation of the bidder to maintain its PhilGEPS registration and eligibility documents valid and updated in accordance with Section 20 of the IRR of RA 12009.</p>

Item	FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL DOCUMENTS (DULY SEALED AND MARKED)
TECHNICAL ELIGIBILITY DOCUMENTS	
TAB 5	<p>Statement of all ongoing government and private contracts (<u>including contracts awarded but not yet started</u>, if any), whether similar or not similar in nature and complexity to the procurement project being bid (Template per FORM 4), duly signed by the bidder's authorized representative. Include all ongoing contracts with DBP, if any.</p> <p>Note: Bidders with no ongoing government and private contracts are still required to submit FORM 3, indicate in the statement "NONE" to comply with the requirement. Bidders will be declared as "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be <u>submitted as part of post-qualification</u> of the bidder declared as the Lowest Calculated Bid.</i></p>
TAB 6	<p>Statement of completed contract/s within the last ten (10) years, (Template per FORM 5), duly signed by the bidder's authorized representative.</p> <p>Completed contract/s may be either of the following:</p> <p style="padding-left: 40px;">A. <u>A single contract similar to the project, equivalent to at least fifty percent (50%) of the ABC.</u></p> <p style="padding-left: 80px;"><u>OR</u></p> <p style="padding-left: 40px;">B. <u>Combination of at least one (1) similar contract amounting to at least twenty-five percent (25%) of the ABC and other contracts, whether similar or not, with an aggregate amount of at least twenty-five percent (25%) of the ABC. The total value of the combined contracts must be equivalent to at least fifty percent (50%) percent of the ABC.</u></p> <p>Contract similar to the project refers to any of the following:</p> <ul style="list-style-type: none"> • ATM Managed Services • Supply, delivery, installation, testing and commissioning of ATMs • Maintenance of ATMs • Cash Management and Replenishment of ATMs. <p>The identified completed contract must be supported by the following:</p> <p>1. <u>Notice of Award (NOA)</u>, OR <u>Notice to Proceed (NTP)</u>, OR <u>Contract</u>, OR <u>Purchase Order (PO)</u></p> <p style="padding-left: 40px;">AND</p> <p>2. <u>Either one</u> of the following documents:</p> <p style="padding-left: 40px;">Copy of <u>Certificate of Completion</u> or <u>Certificate of Acceptance</u> or <u>Certificate of Satisfactory Performance</u> issued by the bidder's client or copy of <u>Official Receipt/s</u> or <u>Sales Invoice/s</u> issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).</p>

Item	FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL DOCUMENTS (DULY SEALED AND MARKED)
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FINANCIAL ELIGIBILITY DOCUMENTS

TAB 7	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC (Template per FORM 6), duly signed by the bidder’s authorized representative.</p> <p>Notes:</p> <ol style="list-style-type: none"> a. The values of the bidder’s current assets and current liabilities shall be based on the AFS submitted to BIR for CY 2024. b. The value of the NFCC must be at least equal to the ABC of this project. c. In case of Joint Venture, the partner submitting the NFCC shall likewise submit its Statement of All Ongoing Contracts and the latest Audited Financial Statements. <p>Bidders may submit a committed Line of Credit (LOC) in lieu of the NFCC computation. <u>If opting to submit a committed LOC, it must be at least equal to ten percent (10%) of the ABC to be bid.</u> If committed LOC is issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.</p>
-------	---

TECHNICAL COMPONENT

TAB 8	<p>Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid for at least 120 calendar days from the date of bid opening); <u>any one of the following is acceptable:</u></p> <ol style="list-style-type: none"> a. Cash, cashier’s check, or manager’s check issued by a Universal or Commercial Bank (<i>at least 2% of the ABC</i>). b. Bank draft or guarantee, or irrevocable Letter of Credit issued by a Universal bank, provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (<i>at least 5% of the ABC</i>). c. Surety bond, callable upon demand, issued by a surety or insurance company (<i>at least 5% of the ABC</i>) and <u>a copy of certificate issued by the Insurance Commission certifying that the surety or insurance company is authorized to issue a surety bond.</u> d. Duly <u>notarized</u> Bid Securing Declaration (Template per FORM 7) duly signed by the bidder’s authorized representative. <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 33%;">Approved Budget for the Contract (ABC)</th> <th style="width: 33%;">Cash, cashier’s check, or manager’s check (at least 2% of ABC)</th> <th style="width: 33%;">Bank draft or guarantee, or irrevocable Letter of Credit, or surety bond (at least 5% of ABC)</th> </tr> </thead> <tbody> <tr> <td>₱ 3,675,689,064.25</td> <td>₱ 73,513,781.29</td> <td>₱ 183,784,453.22</td> </tr> </tbody> </table> <p>The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the Procuring Entity and furnish the performance security required under ITB Clause 31, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.</p>	Approved Budget for the Contract (ABC)	Cash, cashier’s check, or manager’s check (at least 2% of ABC)	Bank draft or guarantee, or irrevocable Letter of Credit, or surety bond (at least 5% of ABC)	₱ 3,675,689,064.25	₱ 73,513,781.29	₱ 183,784,453.22
Approved Budget for the Contract (ABC)	Cash, cashier’s check, or manager’s check (at least 2% of ABC)	Bank draft or guarantee, or irrevocable Letter of Credit, or surety bond (at least 5% of ABC)					
₱ 3,675,689,064.25	₱ 73,513,781.29	₱ 183,784,453.22					

Item	FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL DOCUMENTS (DULY SEALED AND MARKED)
TAB 9	Accomplished Omnibus Sworn Statement, with eleven (11) statements/provisions, (Template per FORM 8), duly signed by the bidder's authorized representative and notarized. The Omnibus Sworn Statement must be accompanied by the accomplished Beneficial Ownership Declaration Form (Template per FORM 8-A) , signed by the bidder's authorized representative and notarized.
TAB 10	Accomplished Certificate of Conformance to the Terms of References and Specifications per FORM 9 , duly signed by the bidder's authorized representative. The complete Terms of Reference, Specifications and Annexes are also attached as FORM 9-A for reference.
TAB 11	Certificate of Satisfactory Performance or its equivalent demonstrating at least satisfactory performance or meeting the required SLA issued by one (1) local universal bank other than DBP with an ongoing contract in providing any one of the following services: <ul style="list-style-type: none"> • ATM managed services • Supply, delivery, installation, testing, commissioning of Automated Teller Machines (ATMs). • Maintenance of Automated Teller Machines (ATMs) • Cash Management and Replenishment of Automated Teller Machines (ATMs)
TAB 12	Business Continuity Plan which includes continuity service and disaster recovery plans that minimize the probability and impact of interruptions.
TAB 13	Notarized Confidentiality and Non-Disclosure Agreement (per FORM 10) signed by the bidder's authorized representative.

Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)																																						
TAB 1	Duly accomplished Financial Proposal Form (Template per FORM 11) , duly signed by the bidder's authorized representative. Note: Bid shall not exceed the ABC of ₱ 3,675,689,064.25 (inclusive of taxes).																																						
TAB 2	<p>Detailed Financial Proposal or Price Schedule, duly signed by the bidder's authorized representative. Bidders shall use either FORM 12-A or FORM 12-B as template.</p> <p>Summary of Bid Prices</p> <table border="1"> <thead> <tr> <th rowspan="3">Service</th> <th rowspan="3">Projected Frequency</th> <th colspan="4">Total 5 Years</th> </tr> <tr> <th colspan="2">ABC (₱)</th> <th colspan="2">Bid Price (₱)</th> </tr> <tr> <th>Max Amount per Service</th> <th>Total</th> <th>Bid Amount per Service</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>ATM Lease, Deployment and Installation</td> <td>62,100</td> <td>30,240.00</td> <td>1,877,904,000.00</td> <td></td> <td></td> </tr> <tr> <td>ATM Services</td> <td>51,925</td> <td>31,763.41</td> <td>1,649,315,064.25</td> <td></td> <td></td> </tr> <tr> <td>ATM Cash Management and Replenishment</td> <td>12,625</td> <td>11,760.00</td> <td>148,470,000.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Total</td> <td></td> <td>3,675,689,064.25</td> <td></td> <td></td> </tr> </tbody> </table> <p>The total detailed financial proposal must not exceed the total ABC and must be consistent with the financial bid per TAB 1. Likewise, the bid amount for each Service must not exceed the ABC per line item (Service)</p>	Service	Projected Frequency	Total 5 Years				ABC (₱)		Bid Price (₱)		Max Amount per Service	Total	Bid Amount per Service	Total	ATM Lease, Deployment and Installation	62,100	30,240.00	1,877,904,000.00			ATM Services	51,925	31,763.41	1,649,315,064.25			ATM Cash Management and Replenishment	12,625	11,760.00	148,470,000.00				Total		3,675,689,064.25		
Service	Projected Frequency			Total 5 Years																																			
				ABC (₱)		Bid Price (₱)																																	
		Max Amount per Service	Total	Bid Amount per Service	Total																																		
ATM Lease, Deployment and Installation	62,100	30,240.00	1,877,904,000.00																																				
ATM Services	51,925	31,763.41	1,649,315,064.25																																				
ATM Cash Management and Replenishment	12,625	11,760.00	148,470,000.00																																				
	Total		3,675,689,064.25																																				

Section IX. Bidding Forms



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FORM 1

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03



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 processing¹ 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.

¹PROCESSING - 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.

FORM 2 (page 1 of 4)

PROTOCOL/UNDERTAKING TO ENTER INTO A JOINT VENTURE

KNOW ALL MEN BY THESE PRESENTS:

This Protocol/Undertaking to Enter into a Joint Venture "Undertaking" is made and executed by:

(Name of the Bidder/Potential JV Partner No. 1), a (Choose one, delete the others:) sole proprietorship/partnership/corporation duly organized and existing under Philippine laws, with principal office address at (Complete Address), represented by its (Position of the Representative), (Name of the Authorized Representative as appointed through the Secretary's Certificate).

- and -

(Name of the Bidder/Potential JV Partner No. 2), a (Choose one, delete the others:) sole proprietorship/partnership/corporation duly organized and existing under Philippine laws, with principal office address at (Complete Address), represented by its (Position of the Representative), (Name of the Authorized Representative as appointed through the Secretary's Certificate).

herein referred to collectively as the "**BIDDERS**"

- in favor of -

The **DEVELOPMENT BANK OF THE PHILIPPINES**, a financial institution created and operating pursuant to the provisions of Executive Order No. 81 dated December 3, 1986, otherwise known as the 1986 Revised Charter of the Development Bank of the Philippines, as amended by Republic Act No. 8523 dated February 14, 1998, with principal office at DBP Building, Sen. Gil J. Puyat Avenue, Makati City, Philippines, and herein referred to as "**DBP**" or the "**PROCURING ENTITY**".

WITNESSETH:

WHEREAS, the **BIDDERS** desire to form and participate as a JOINT VENTURE ("JV") in the public bidding that will be conducted by the Development Bank of the Philippines pursuant to Republic Act No. 12009 (RA 12009) and its Implementing Rules and Regulations (IRR), with the following particulars:

Bid Reference No.:	
Title of Procurement Project:	
Approved Budget for the Contract:	

FORM 2 (page 2 of 4)

WHEREAS, as of the date of submission of the bid for the above-mentioned procurement project of **DBP**, the **BIDDERS** have not executed or entered into a Joint Venture Agreement;

WHEREAS, pursuant to Section 52.2 of the IRR of RA 12009, bidders that desire to participate in the bidding project as a Joint Venture, are required to submit a valid Joint Venture Agreement (“JVA”). In the absence thereof, duly notarized statements from all the potential JV partners stating therein that they will enter into and abide by the provisions of the JVA in the event that the bid is successful and failure to enter into a joint venture within ten (10) calendar days after receipt of the Notice of Award shall be a ground for the forfeiture of the bid security;

NOW, THEREFORE, for and in consideration of the foregoing premises, the **BIDDERS**, hereby undertake in favor of the **PROCURING ENTITY**, as follows:

1. The **BIDDERS** shall enter into a JOINT VENTURE and sign and execute a Joint Venture Agreement and abide by its provisions in the event that the bid is successful in the above-mentioned procurement project of **DBP**.
2. The **BIDDERS** shall furnish **DBP**, through its Bids and Awards Committee (BAC) Secretariat, a duly signed and notarized copy of the JVA within ten (10) calendar days from receipt of the Notice from the DBP-BAC that the **BIDDERS** were declared as the Lowest Calculated and Responsive Bidder (LCRB) or Highest Rated and Responsive Bidder (HRRB), as the case may be.
3. For the purpose of executing and performing all acts necessary in order to participate in this bidding project, the following shall be the authorized representative of the **BIDDERS** or the JV to be formed as supported by the **BIDDER’S** respective Secretary’s Certificate:⁶

Name	Company and Position	Specimen Signature

- acting in this manner⁷:
1. singly or any one (1) of the above signatories
 2. jointly or all of the above signatories
 3. any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. 2 jointly signing out of 4)

⁶ Names and acting authority should correspond to that stated in the supporting Secretary’s Certificate for both corporations. Each partner’s Secretary’s Certificate must state the authorized representative to sign the protocol to form a joint venture.

⁷ Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories are signing the bid documents.

FORM 2 (page 3 of 4)

4. The **BIDDERS** shall indicate in the Joint Venture Agreement the following provisions, among others:
 - a. The JV Partners agree to be bound **jointly and severally** under the Joint Venture Agreement in relation to this bid project and the contract to be entered into with DBP;
 - b. The shareholdings and contribution of each JV Partner to the Joint Venture (with percentages [%]);
 - c. The Lead Partner Company of the JV is _____ and the authorized representative of the JV from Lead Partner Company bidding is _____;
 - d. The Lead Company/JV Partner which shall be authorized to represent the JV in connection with this bid project specifying therein that the said lead company and the designated representative is duly authorized:
 - i) to execute the contract to be entered into by and between the JV and DBP **as indicated in Item No. 3 above**; and
 - ii) to issue the billing, sales invoice and receive any and all payments from DBP on behalf of the JV as well as the issuance of the corresponding official receipt.
 - e. The manner of management.
5. The **BIDDERS** further undertake that they shall comply with the 2016 IRR of RA 9184 or the Government Procurement Reform Act, and all other prevailing/applicable laws, as well as the policies of **DBP**.
6. The **BIDDERS** hereby acknowledge that pursuant to relevant provisions of the 2016 Revised IRR of RA 9184, failure on the part of the **BIDDERS** to enter into the Joint Venture, execute/sign a Joint Venture Agreement, and furnish DBP a notarized copy thereof within the period specified above after a Notice of Award was duly issued by **DBP**, for any reason, shall be a ground for non-issuance of the Notice to Proceed, forfeiture of the bid security and such other administrative and/or civil liabilities imposed under RA 9184 and its Revised IRR, GPPB Resolutions and Issuances, without liability on the part of **DBP**.
7. The **BIDDERS** further acknowledge that in relation to this bidding project and Undertaking, notice to one of the **BIDDERS**/Potential JV Partners is deemed notice to all **BIDDERS**.

FORM 2 (page 4 of 4)

IN WITNESS WHEREOF, the **BIDDERS** have caused these presents to be signed at (Place of Signing), Philippines this (Date of Signing).

BIDDERS:

(Name of JV Partner No. 1)

(Name of JV Partner No. 2)

By:

By:

(Name and Position of the Authorized Signatory of JV Partner No. 1)

(Name and Position of the Authorized Signatory of JV Partner No. 2)

Per Secretary's Certificate dated _____

Per Secretary's Certificate dated _____

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
MAKATI CITY) SS.

BEFORE ME, this ___ day of _____ personally appeared:

Name	Competent Evidence of Identity	Place/Date Issued

known to me and to me known to be the same person/s who executed the foregoing instrument and who acknowledged to me that the same is his/her free and voluntary act and deed. This instrument, which consists of _____ () pages, refers to a Protocol/Undertaking to Enter into a Joint Venture and signed by the Bidders and their instrumental witnesses on each and every page thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at the place and on the date first above written.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20____.

FORM 2-A (page 2 of 3)

acting in this manner²:

1. Any one (1) of the above signatories
2. All of the above signatories
3. Any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. any 2 jointly signing out of 3)

RESOLVED FURTHER that, the (Name of Corporation):

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned also certifies that (Name of the Corporation's Signatory to the JVA) has been previously and duly authorized by the Board of the Directors thru Board Resolution No. , Series of *(Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA)* to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this day of , 20 at .

Corporate Secretary

² Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 2-A (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

FORM 2-B (page 1 of 3)

For the Partner of JV (Corporation)

REPUBLIC OF THE PHILIPPINES)
) SS.

SECRETARY'S CERTIFICATE

I, _____ *(Name of the Corporate Secretary)* _____, the Corporate Secretary of the _____ *(Name of the Corporation)* _____, a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ *(Address of the Corporation)* _____ (the "Corporation"), after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ *(Date of the meeting)* _____ at _____ *(Place of the meeting)* _____ at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. _____** *(Indicate Board Resolution No.)*, **Series of 20__** _____:

RESOLVED, that the Corporation is hereby authorized to enter into a Joint Venter Agreement, **as Partner of the JV**, to participate in the bidding of _____ *(Name of the Project and Bid Reference No.)* _____ of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") as a Joint Venture ("JV") with _____ *(Name of the Joint Venture Partner)* _____, hereinafter referred to as the "**JV**" pursuant to the terms and conditions of the Joint Venture Agreement ("JVA");

PARTNER: _____ *(NAME OF CORPORATION)*

RESOLVED ALSO, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the corporation of the **JV**, **to sign the Protocol/ Undertaking to Enter into A Joint Venture, the Joint Venture Agreement if Awarded the Contract, and as Partner of the said JV**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **JV** to participate in the bidding of the above-mentioned project which includes to sign for and in behalf of the **JV** all bid documents, submit the bid, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding including the ensuing contract with DBP and all other documents, as may be required:

Name³	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

³Both Corporations should designate the same representative/s to sign the bidding documents and the contract, if awarded the project subject of the bidding. The name must be consistent with the authorized representative as indicated in the Joint Venture Agreement.

FORM 2-B (page 2 of 3)

acting in this manner⁴:

1. singly or any one (1) of the above signatories
2. jointly or all of the above signatories
3. any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. 2 jointly signing out of 4)

RESOLVED FURTHER that, the *(Name of the Corporation)* :

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned also certifies that *(Name of the Corporation's Signatory to the JVA)* has been previously and duly authorized by the Board of the Directors thru Board Resolution No. , Series of *(Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA)* to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this day of , 20 at .

Corporate Secretary

⁴ Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 2-B (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

FORM 3-A (page 1 of 2)

(For Sole Proprietorships)

(use Bidder's Official Letterhead)

SPECIAL POWER OF ATTORNEY

I, _____ *(Name of Principal/Proprietor/Owner)* _____, Filipino, of legal age, doing business under the trade name and style of "*(Name of Business/Company)*" _____, duly organized and existing under Philippine laws, with principal office address at _____ *(Business Address)* _____ hereby name, constitute, and appoint _____ *(Name of Attorney-in-Fact)* _____ as my authorized representative and attorney-in-fact to do, execute, and perform any and all acts necessary to participate, submit bids, sign and execute documents and instruments, including the Bid Securing Declaration and/or to represent me in any and all bidding proceedings conducted by the Development Bank of the Philippines for the Bid Project _____ *(Bid Project Title and Bid Reference No.)* _____:

I hereby grant, unto my said attorney-in-fact, full power and authority, to do, execute and perform all acts necessary or proper to render effective the power above-stated, as fully and effectively as I might or could lawfully do if personally present, and hereby ratifying and confirming all that my said attorney-in-fact shall do with full power of substitution and hereby further confirms all that said representative shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Affiant/Principal

Attorney-in-Fact

Signed in the Presence of:

Witness

Witness

FORM 3-A (page 2 of 2)

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
) SS.

BEFORE ME, a Notary Public for and in the (Province/City/Municipality) of _____, personally appeared _____ with Identification No. _____ issued on _____ at _____, known to me and to me known to be the same person who executed the foregoing instrument which he/she acknowledged to me to be his/her free and voluntary act and deed, consisting of only _____ (____) page/s, including this page in which this Acknowledgement is written, duly signed by him/her and his/her instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL this _____ at _____, Philippines.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

*(Note: Use this form **only** if the registered proprietor opts to authorize another person to represent her/him to do, execute, and perform any and all acts necessary in order to participate, submit bids, sign and execute documents pertaining to the bid project.)*

FORM 3-B (page 1 of 3)

(For Corporations, Partnerships, or Cooperatives)

(use Bidder's Official Letterhead)

REPUBLIC OF THE PHILIPPINES)
) S.S.

SECRETARY'S CERTIFICATE

I, _____ *(Name of the Corporate Secretary)* _____, the Corporate Secretary of the _____ *(Name of the Corporation)* _____, a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ *(Address of the Corporation)* _____ (the "Corporation"), after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ *(Date of the meeting)* _____ at _____ *(Place of the meeting)* _____ at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. ____** *(Indicate Board Resolution No.)*, **Series of 20__**:

RESOLVED, that the Corporation is hereby authorized to participate in the bidding of _____ *(Bid Project Title and Bid Reference No.)* _____ of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") and if awarded the project shall enter into contract with DBP;

RESOLVED, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **Corporation**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **Corporation** to participate in the bidding of the above-mentioned project which includes **to sign for and in behalf of the Corporation all bid documents, submit the bid**, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding **including the ensuing contract with DBP** and all other documents, as may be required:

Name	Position	Specimen Signature

FORM 3-B (page 2 of 3)

acting in this manner⁵:

1. singly or any one (1) of the above signatories
2. jointly or all of the above signatories
3. any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. 2 jointly signing out of 4)

RESOLVED FURTHER THAT, the _____ (Name of the Corporation) _____:

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY, that the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Corporate Secretary

⁵ Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 3-B (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

FORM 4

(use Bidder's Official Letterhead)

**PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2026-03**

**STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS
(including contracts awarded but not yet started, if any) WHETHER
SIMILAR OR NOT SIMILAR IN NATURE**

Company Name : _____

Business Address : _____

Name of Contract/ Project Cost	a) Client's Name b) Address c) Contact Person d) Contact Details (Telephone No. and Email Address)	Nature of Work	Bidder's Role		a) Date Awarded b) Date Started c) Date of Completion	% of Accomplishment		Value of Outstanding Works / Undelivered Portion
			Description	%		Planned	Actual	
Government Contracts								
1)								
2)								
3)								
Private Contracts								
1)								
2)								
3)								

Submitted by : _____
(Printed Name & Signature of the Authorized Representative)

Designation : _____

Date : _____

FORM 5

(use Bidder's Official Letterhead)

**PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2026-03**

**STATEMENT OF COMPLETED CONTRACT/S OF SIMILAR NATURE
COMPLETED WITHIN THE LAST TEN (10) YEARS, EQUIVALENT TO AT
LEAST FIFTY PERCENT (50%) OF THE ABC**

Completed contract/s may be either of the following:

- A. A single contract similar to the project, equivalent to at least fifty percent (50%) of the ABC.**
OR
B. Combination of at least one (1) similar contract amounting to at least twenty-five percent (25%) of the ABC and other contracts, whether similar or not, with an aggregate amount of at least twenty-five percent (25%) of the ABC. The total value of the combined contracts must be equivalent to at least fifty percent (50%) percent of the ABC.

Company Name : _____
 Business Address : _____

Name of Contract	a) Client's Name b) Address c) Telephone number d) Email address	Nature of Work	Bidder's Role		a) Amount at Award b) Amount at Completion c) Duration	a) Date Awarded b) Contract Effectivity c) Date Completed
			Description	%		

IMPORTANT: Please attach the supporting documents related to the identified completed similar contract.

The identified single largest completed contract must be supported by the following:

1. Notice of Award (NOA), **OR** Notice to Proceed (NTP), **OR** Contract/Purchase Order (PO)

AND

2. Either one of the following documents:
 Copy of Certificate of Completion **or** Certificate of Acceptance **or** Certificate of Satisfactory Performance issued by the bidder's client **or** Copy of Official Receipt/s **or** Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project)

Submitted by : _____
 (Printed Name & Signature of the Authorized Representative)

Designation : _____

Date : _____

FORM 6

(use Bidder's Official Letterhead)

**PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2026-03**

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY

The bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC of the project to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) **(15)**] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

The value of the bidder's current assets and current liabilities shall be based on the Audited Financial Statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

Current Assets (Year 20__)	
Minus: Current Liabilities (Year 20__)	
<i>Sub-Total</i>	
Multiplied by 15	
<i>Sub-Total</i>	
Minus: Value of Outstanding Contracts (per FORM 3)	
TOTAL	

Submitted by:

Name of Company/Bidder

Name of Bidder's Authorized Representative

Date

Note: In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the latest EFPS Filed Audited Financial Statements

FORM 7 (page 1 of 2)

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration;
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any Procuring Entity upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the Procuring Entity for the commission of acts resulting to the enforcement of the Bid Securing Declaration under Sections 52.2 (a), 63.2, 69.1 and 100, except 100.3 (c), of the IRR of Republic Act No. 12009; without prejudice to other legal action the government may undertake; and
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - c. I am/we are declared the bidder with the *Lowest Calculated and Responsive Bid* and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

FORM 7 (page 2 of 2)

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]
[Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____.

FORM 8 (page 1 of 4)

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. ***[Select one, delete the other:]***

If sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

If partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. ***[Select one, delete the other:]***

If sole proprietorship: As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]* *[insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative]*;

If partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

FORM 8 (page 2 of 4)

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. ***[Select one, delete the others:]***

If sole proprietorship : The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If partnership : The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If cooperative: The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If corporation, or joint venture: The corporation or joint venture itself, and officers, directors, and controlling stockholders of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

FORM 8 (page 3 of 4)

[Select one, delete the rest:]

In case of corporations: **[Name of Bidder]** declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

In case of Foreign Bidders: **[Name of Bidder]** submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. **[Name of Bidder]** complies with existing labor laws and standards; and
9. **[Name of Bidder]** is aware of and has undertaken the following responsibilities as a Bidder:
 - a. Carefully examine all of the Bidding Documents;
 - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquire or secure Supplemental Bid Bulletin(s) issued for the **[Project Title]**.
10. **[Name of Bidder]** did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
11. In case advance payment was made or given to **[Name of Bidder]**, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]
[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

FORM 8 (page 4 of 4)

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____.

FORM 8-A (page 1 of 2)

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

BENEFICIAL OWNERSHIP¹³ DECLARATION FORM

I/We, _____, in my/our capacity as the _____ of _____, with business address at _____, do hereby certify that the said company / business has beneficial owner/s and affiliations, as named below:

Complete Name of Beneficial Owner/s	Address	Nationality	Position

¹³ **"Beneficial Owner"** refers to any *natural* person who:

1. ultimately owns or dominantly influences the management or policies of the juridical entity; or
2. exercises ultimate effective control over the juridical entity.

Ultimate effective control refers to any situation in which ownership/control is exercised through actual or a chain of ownership or by means other than direct control. This may be achieved through, but not limited to, any of the following situations:

- a. *Direct or indirect ownership of at least 20% of any category of voting shares or capital of a legal person, arrangement, understanding, relationship or otherwise has or shares voting power, which includes the power to vote, or to direct the voting of, such security; and/or investment returns or power, which includes the power to dispose of, or to direct, the disposition of such security; Provided, that a person shall be deemed to have an indirect beneficial ownership interest in any security which is:*
 - i. *Held by members of his/her immediate family sharing the same household;*
 - ii. *Held by a partnership in which he/she is a general partner;*
 - iii. *Held by a corporation of which he/she is the controlling shareholder; or*
 - iv. *Subject to any contract, arrangement or understanding which gives him/her voting power or investment power with respect to such securities; Provided, however, that a person shall not be deemed to be a beneficial owner of securities held by him/her for the benefit of third parties or in customer or fiduciary accounts in the ordinary course of business, so long as such shares were acquired by such person without the purpose or effect of changing or influencing control of the issuer.*
- b. *The ability to elect a majority of the board of directors, or any similar body, of a legal person or arrangement; or*
- c. *Any situation in which:*
 - i. *A person has the ability in fact to exert dominant influence over the management or policies of a legal person or arrangement; or*
 - ii. *A majority of the members of the board of directors of such legal person or arrangement, or any equivalent body, are accustomed or under an obligation, whether formal or informal, to act in accordance with a given person's directions, instructions or wishes in conducting the affairs of the legal person or arrangement*

In exceptional cases where no natural person is identifiable who ultimately owns or exerts control over the legal entity, the senior managing officials may be considered as the beneficial owner(s).

A person shall be deemed to be the beneficial owner of a security if that person has the right to acquire beneficial ownership within 30 days including but not limited to, any right to acquire, through the exercise or any option, warrant, or right; through the conversion of any security; pursuant to the power to revoke a trust, discretionary account or similar arrangement; or pursuant to automatic termination of a trust, discretionary account or similar arrangement.

FORM 8-A (page 2 of 2)

INTERCOMPANY AFFILIATIONS

Parent Company	SEC/DTI Reg No	Address
Subsidiary/Affiliate	SEC/DTI Reg No	Address

I/We declare that our above beneficial ownership information is consistent with our latest/updated General Information Sheet or any documents submitted with the Securities and Exchange Commission (SEC) and that I/we maintain a valid and updated file therein in compliance with Sections 20.2.9.1, 81 and 82 of the implementing rules and regulations of Republic Act No. 12009, otherwise known as the "New Government Procurement Act".

Furthermore, I/We hereby declare that the information provided above is/are true, correct, and complete to the best of our knowledge. I/We understand that providing false or misleading information may result in penalties under applicable laws and regulations of the Republic of the Philippines.

IN WITNESS WHEREOF, I/We have hereunto affixed my/our signature this ____ day of _____, 2026 at _____.

Name and Signature of Authorized Representative

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of _____ at _____, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity. Affiant/s exhibited to me his/her _____, with his/her photograph and signature appearing thereon.

WITNESS MY HAND AND SEAL this ____ day of _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

(use Bidder's Official Letterhead)

**PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2026-03**

**CERTIFICATE OF CONFORMANCE TO THE
TERMS OF REFERENCES AND SPECIFICATIONS**

I/we, _____ the authorized representative/s of
_____ *(name of company)*, hereby certify the following:

- That we have thoroughly read and understood the complete set of the bidding documents for the project, particularly the Terms of Reference, its specifications and corresponding Annexes, including all revisions, amendments, and supplemental bulletins.
- That should we be awarded the contract, we shall conform and comply to all specifications and requirements as specified in the project's bidding documents and its Terms and Reference.

_____ <i>Name and Signature of Representative</i>	_____ <i>Name of Company (Bidder)</i>
_____ <i>Position</i>	_____ <i>Address</i>
_____ <i>Contact Numbers</i>	_____ <i>Date Signed</i>

FORM 9-A (page 1 of 17)

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP)

APPROVED BUDGET FOR THE CONTRACT: PHP 3,675,689,064.25

TERMS OF REFERENCE

I. BACKGROUND

The Development Bank of the Philippines recognizes the need to diversify and expand its ATM service offerings to remain competitive and better serve its clients and stakeholders. ATM Managed Services, also known as ATM-as-a-Service (ATMaaS) is the choice the Bank can take to further the realization of its goals and objectives.

This engagement model offers a holistic end-to-end solution for managing **DBP's** ATMs effectively and efficiently, allowing **DBP** to streamline ATM operations, enhance ATM security, and improve overall customer experience.

ATM Managed Services involve partnering with a third-party service provider who will operate the various aspects of an ATM terminal and its peripherals, all-inclusive of deployment, installation, replacement, monitoring, management and cash solution services. These services are designed to help **DBP** efficiently manage its ATM service while allowing the Bank to focus on core functions.

II. COVERAGE OF THE PROJECT

ATM Managed Services shall cover the offsite Automated Teller Machines (ATMs) of the Development Bank of the Philippines following the specifications set.

III. CONTRACT DURATION

The Contract shall begin upon receipt of Notice to Proceed by the Third-Party Service Provider (TPSP) and shall end five (5) years after.

IV. APPROVED BUDGET OF CONTRACT

The Approved Budget of the Contract (ABC) is up to **PHP3,675,689,064.25** for the five (5) year contract inclusive of all applicable government taxes and charges.

V. AREA OF COVERAGE

The outsourced services shall initially cover 680 offsite ATMs located nationwide as detailed in Annex A.

FORM 9-A (page 2 of 17)

VI. COST OF SERVICES

Total 5 Years			
Service	Max Bid Amount per Service	Projected Frequency	Total
ATM Lease, Deployment and Installation	30,240.00	62,100	1,877,904,000.00
ATM Services	31,763.41	51,925	1,649,315,064.25
ATM Cash Management and Replenishment (CIT)	11,760.00	12,625	148,470,000.00
		Total	3,675,689,064.25

*Multiplier is based on the projected payments and ATM deployment plan.

*ATM Lease, Deployment and Installation cost is already inclusive of the purchase option.

Yearly breakdown is as follows:

YEAR 1			
Service	Max Bid Amount per Service	Projected Frequency*	Total
ATM Lease, Deployment and Installation	30,240.00	5,845	176,752,800.00
ATM Services	31,763.41	5,845	185,657,131.45
ATM Cash Management and Replenishment (CIT)	11,760.00	1,225	14,406,000.00
		Total	376,815,931.45
YEAR 2			
Service	Max Bid Amount per Service	Projected Frequency	Total
ATM Lease, Deployment and Installation	30,240.00	10,620	321,148,800.00
ATM Services	31,763.41	10,620	337,327,414.20
ATM Cash Management and Replenishment (CIT)	11,760.00	2,400	28,224,000.00
		Total	686,700,214.20
YEAR 3			
Service	Max Bid Amount per Service	Projected Frequency	Total
ATM Lease, Deployment and Installation	30,240.00	11,220	339,292,800.00
ATM Services	31,763.41	11,220	356,385,460.20
ATM Cash Management and Replenishment (CIT)	11,760.00	2,700	31,752,000.00
		Total	727,430,260.20
YEAR 4			
Service	Max Bid Amount per Service	Projected Frequency	Total
ATM Lease, Deployment and Installation	30,240.00	11,820	357,436,800.00
ATM Services	31,763.41	11,820	375,443,506.20
ATM Cash Management and Replenishment (CIT)	11,760.00	3,000	35,280,000.00
		Total	768,160,306.20
YEAR 5			
Service	Max Bid Amount per Service	Projected Frequency	Total
ATM Lease, Deployment and Installation**	30,240.00	22,595	683,272,800.00
ATM Services	31,763.41	12,420	394,501,552.20
ATM Cash Management and Replenishment (CIT)	11,760.00	3,300	38,808,000.00
		Total	1,116,582,352.20

* Year 1 assumes that the ATMs are deployed on the 6th month in determining the frequency

**Year 5 includes the Purchase option.

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VII. SCOPE OF SERVICES

1. ATM Lease, Deployment and Installation

- a. The **TPSP** shall initially lease 680 brand new ATMs and UPS for the use of **DBP** for the duration of the contract.
- b. A maximum of 355 additional brand new ATM units and UPS shall also be leased during the duration of the contract.
- c. Initial ATMs should be ready for delivery within 150 Calendar days from the receipt of Notice to Proceed.
- d. The **TPSP** shall deliver and install to the designated sites as per Annex A.
- e. Delivery and installation per unit must be completed within five (5) calendar days if via land travel only, while fifteen (15) calendar days if the destination is via land and sea travel, after receipt of Notice to Install.
- f. The delivery and installation of ATM unit and UPS must be simultaneous.
- g. The delivery and installation shall be considered complete based on the ATM Delivery Checklist provided by **DBP**.
- h. ATMs shall be considered delivered once successfully operational on site.
- i. In locations where there is an existing **DBP** ATM to be replaced, the **TPSP** shall remove and relocate the existing ATM to the servicing branch's location at no additional cost to **DBP**.
- j. In cases where a damaged or defective ATM needs to be replaced entirely regardless of reason including but not limited to force majeure and vandalism, a new ATM must be ready for delivery within 90 Calendar Days and at no cost to **DBP**.
- k. The ATM and UPS units should be stored at the **TPSP**'s warehouse at no extra cost to **DBP** while awaiting issuance of the notice to install.
- l. Defective works and materials may be rejected by **DBP** at any time before the final acceptance of the work and rebuild/replace in accordance with the plan and specifications with the resulting expenses chargeable to the **TPSP**'s account.
- m. The **TPSP** shall employ a supervisor who will supervise the work on a full-time basis.
- n. Upon completion of works, the **TPSP** shall remove all temporary structures and surplus materials before leaving the premises.
- o. Neither the final certificate nor the final payment, nor any provision of the contract document shall relieve the **TPSP** of the responsibility for faulty materials and workmanship. It shall, moreover, remedy any defects thereof, and for any damages caused to other works resulting therefrom, within a period of 18 months from the date the ATM was activated online successfully. The **DBP** shall give notice of any defect/s found with reasonable promptness.
- p. The **TPSP** shall ensure that all software and hardware, including 3rd party installed (e.g. windows/pin pad) are constantly patched/updated and will not reach end of support status throughout the life to of the contract.
- q. All compliance and regulatory requirements mandated by BSP, Bancnet, Visa, Payment Card Industry (PCI) and other regulatory bodies related to upgrading ATM terminals hardware or software shall be complied with by the **TPSP** at no additional cost to **DBP**. Any liability arising from non-compliance shall be passed on to **TPSP**.

2. ATM Services

- a. Integration, Testing and Training

FORM 9-A (page 4 of 17)

1. The **TPSP** shall supply the use of **DBP** for testing one ATM for each model that is required to be certified or integrated. This ATM shall be retained by **DBP** to be used for testing at no charge for the duration of the contract.
2. The **TPSP** shall be responsible for the ATM driving software.
3. The **TPSP** provide high availability secure connection with the Bank's switch via VPN, MPLS or its equivalent.
4. The **TPSP** shall provide a project implementation plan which shall be agreed by both parties within (30) days from the notice to proceed.
5. The **TPSP** shall provide on-site technical support during the duration of the User Acceptance Testing (UAT).
6. The **TPSP** shall be responsible to procure and facilitate the certification processes and related activities on Terminal Integration Certification (TIC) with BANCNET's authorized TIC provider in coordination with **DBP**.
7. The **TPSP** shall provide training including the necessary user manuals for operating the ATM and other ATM related systems/software including a video instructional guide for cash loading and FLM activities to be performed by **DBP** personnel.
8. All professional support required from the **TPSP** related to integrating to the switch or other systems of the bank shall bear no additional cost to **DBP** for the duration of the contract.
9. Provide **DBP** Golden Image/s after the UAT certification and every time these golden images are updated.

b. ATM Monitoring and Cash Forecasting

1. **TPSP** shall have 24/7 Service desk as a single point of contact for ATM related concerns.
2. The Service Desk shall log, track, monitor ATM availability of all ATMs and coordinate with field engineers, cash loading team, other vendors of the Bank and **DBP** personnel for the timely resolution of incidents and meeting service level agreements.
3. Monitor cash usage of the ATMs, ensure the optimization of cash in ATMs, analyze the performances of the ATMs and suggest improvements.
4. Provide **DBP** access to the ATM Management, Monitoring System and Ticket Management System/s. This system/s should be able to perform the following but not limited to:
 - Provide 2 user accounts per branch and 10 for head office users with different access.
 - Provide real-time monitoring of ATM status and cash levels.
 - Provide real-time alerts or notifications for various problem detections and security related events.
 - Create and track service tickets
 - Software distribution capability that will allow users to remotely deploy and run/execute software updates (e.g. security patches, idle screen) to the machine
 - Should be able to collect and generate a report on installed software, firmware and hardware
 - Distribute software updates to the ATMs on demand or scheduled
 - Should be able to download electronic journals and captured images
 - Should be to remotely browse the ATM file system and perform remote restarts
 - Ability to generate ATM availability and other related reports on a fleet wide, branch group/region, branch or terminal level.

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- Should be capable of exporting applicable data and reports to commonly used electronic data formats (e.g xls, csv, pdf)
- ATM data should be stored, backed-up and accessible for the duration of the contract.

c. First Level Maintenance (FLM)

1. FLM shall be performed from 8am to 8pm, Mondays to Fridays, and includes legal and special holidays, and declared holidays, except on days on which Typhoon Signal No. 3 is declared by the duly recognized government agency, force majeure and site availability.
2. Conduct FLM services on ATM hardware, UPS and cassettes including but not limited to the following:
 - Replenishment of consumables including receipt, as needed
 - Retrieval of captured ATM cards and delivery to the nearest **DBP** Branch within the next banking day.
 - Clear paper and currency/bill jams
 - Fix or replace currency/divert cassettes
 - Conduct basic remedial maintenance (i.e. ATM resetting)
 - Check local LAN issue at ATM site
 - Updating of TMK, TLS, I.P. address and/or passwords at the terminal level if needed. Branch assistance on audit related matters.
 - ATM on-lining
3. Report the condition/status of each ATM and other equipment related to the encountered problems such as but not limited to the following:
 - Site conditions of ATM and other equipment related problems (e.g. electrical, environmental, internet)
 - Possible Security related incidents (e.g. external device found, vandalism)

d. Second Level Maintenance (SLM)

1. SLM shall be performed from 8am to 8pm, Mondays to Fridays, and includes legal and special holidays, and declared holidays, except on days on which Typhoon Signal No. 3 is declared by the duly recognized government agency, force majeure and site availability.
2. Conduct SLM services on ATM hardware, but not limited to the following:
 - Repair of defective or malfunctioned ATM hardware
 - Replacement of any damaged, defective or malfunctioning ATM hardware/software including UPS regardless of reason including but not limited to force majeure and vandalism. In cases where a damaged or defective ATM needs to be replaced entirely, a new ATM must be ready for delivery within 30 Calendar Days.
 - On-site extraction of Electronic Journals or Images when errors are encountered during remote extraction.

e. Network

1. **TPSP** Shall provide the network connection of the deployed ATM machines.

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3. ATM Cash Management and Replenishment

- a. Coverage shall be 24/7 including holidays subject to site availability.
- b. **TPSP** shall initially provide cash management and replenishment (Cash-in-Transit) services for 175 ATMs and may increase as may be agreed by both parties.
- c. Manage a Cash Processing Facility, including armored vehicles, security system, vault, loading bay, and offices with trained personnel.
- d. Conduct the processing (counting and verifying) of cash required for ATM loading.
- e. Advise **DBP** of cash order requirements and pick-up cash requirements from **DBP** designated Cash Centers or Branches.
- f. Replenish the cash load of ATMs within agreed threshold amount of remaining cash level and those that are ordered/approved by **DBP** for cash loading.
- g. Conduct physical reconciliation of cash from returned ATM cassettes against ATM Print Counters.
- h. Prepare and communicate trip planning for cash replenishment.

VIII. SERVICE LEVEL COMMITMENTS

1. Deliver an ATM monthly average availability rate of 95% of the entire fleet with no less than 85% for any of the terminals. **DBP's** report shall prevail, in case of discrepancy of percentage accomplishment.

The ATM availability SLA is subject to the exclusions below

- No site access - (e.g., ATM cash loading/servicing/site visit not allowed by host agency after office hours and during weekends, Closed establishment)
- ATM Network Outages
- Scheduled site outages
- Force majeure events
- Project work (e.g., renovation, repair, etc.)
- Unavailability of working permit and any other **DBP** provided supplies/tools which the **TPSP** needs to carry out the work efficiently and effectively, provided the request was placed to **DBP** at least 5 working days in advance.
- Preventive Maintenance
- Cash replenishment activities
- Dependencies on **DBP** Personnel

ATM availability shall be computed based on the following formula:

$$\frac{\text{Total Minutes in the Month} - (\text{Total Minutes of Downtime} - \text{Exclusions})}{\text{Total Minutes in the Month}}$$

All exclusions must be indicated in the service report to be considered valid.

2. FLM/SLM

Response time – refers to the period between the time that the service call was placed and the time at which the Field Service Engineer (FSE) arrives at the ATM site or provides phone assistance.

- Response Time within 2 hours for Metro Manila, Metro Cebu, and Metro Davao reckoned from the creation of a service ticket.
- Response Time within 24 hours for provincial sites or first available transportation to the site reckoned from the creation of a service ticket.

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Repair Time – refers to the time the FSE starts the repair works up to the completion of the restoration of the unit to its operational/usable status

- Repair Time shall be within 4 hours for Metro Manila, Metro Cebu and Metro Davao as well as outside of Metro Manila, Metro Cebu and Metro Davao reckoned from the arrival of the FSE on the ATM site.
- If there are parts that are deemed to be replaced on the equipment, additional repair time shall of 24 hours for Metro Manila, Metro Cebu and Metro Davao and 48 hours outside Metro Manila, Metro Cebu and Metro Davao reckoned from the time FSE has officially place the required parts thru issued service report.
- The FSE shall immediately report and provide a service report to the Bank's ATM monitoring unit for the completion of the ATM servicing or the status of the servicing, if not yet completed, before leaving the ATM site.
- Submission of end-of-day report on all pending and completed services with updates on parts replacement, re-scheduled services, assigned FSE, details of servicing such as time started and finished, description of work performed, pictures etc.

Sites/Locations	Response Time	Repair Time
Metro Manila, Metro Cebu & Metro Davao	2 Hours	Within 4 Hours + 24hours if there is part replacement
Areas outside of Metro Manila, Metro Cebu, and Metro Davao	24 Hours	Within 4 Hours + 48 hours if there is part replacement

3. SPECIAL HANDLING

- Subject to approval of **DBP**, certain ATM units may have a lowered service level commitment for FLM and CIT services.

IX. ACCESS TO ATM SITES AND DBP PREMISES

DBP shall use its reasonable endeavors to permit (or procure permission for) the **TPSPs'** staffs, on the production of satisfactory evidence of identity and authority, to have reasonable access to the ATM sites and to **DBP** premises to the extent necessary for (and for the sole purpose of) the performance of the services, provided that:

1. The **TPSPs'** staff shall comply at all times with the regulations (including without limitation health and safety policies) and security arrangements being in forced at the sites and **DBP** premises notified to the **TPSP** from time to time, and with all instructions given by or on behalf of **DBP**.
2. If the **TPSP** becomes aware that there has been or may be breach of such regulations or security arrangements, the **TPSP** shall immediately notify **DBP** and shall take all practical steps (including but not limited to such steps as may be requested by **DBP**) to mitigate the breach.
3. The **TPSP** shall take all reasonable care to protect and maintain in good condition (save for reasonable wear and tear) any equipment belonging to **DBP** while that equipment is under the control of the **TPSP** and shall return the same upon 

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FORM 9-A (page 8 of 17)

- completion of use or otherwise upon termination of the Agreement in good condition save for reasonable wear and tear.
4. The **TPSP** shall not utilize the materials and facilities owned or controlled by **DBP** except as required to perform the services or for any purpose other than for the authorized operation of existing software or developing and testing of any new software while performing the services.
 5. In no event shall the **TPSP** utilize the facilities to develop programs or process data for any reason or entity other than **DBP**. Where the materials and facilities are used by the **TPSP** outside of **DBP** premises, the **TPSP** shall provide for adequate insurance for fidelity and fire liability.
 6. The **TPSP** shall make all efforts to avoid any damage or injury to sites and **DBP** premises and the personnel, systems and records located at **DBP** sites or disruption to the business of **DBP** which may arise as a result; provided further that, the **TPSP** shall indemnify **DBP** in the event of any such damage or injury to sites, **DBP** premises, personnel, systems or records located at **DBP** sites; and
 7. The **TPSP** shall maintain all working spaces and supplies provided by **DBP** in a safe, clean and orderly manner and remove all their materials from the site following the performance of the services.

X. LIQUIDATED DAMAGES / PENALTIES

1. Liquidated Damages

When the **TPSP** fails to satisfactorily deliver the goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the **TPSP** shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of delayed goods/services scheduled for delivery for every day of delay until such goods/services are finally delivered and accepted by **DBP**.

DBP need not prove that it has incurred actual damages to be entitled to liquidated damages, such amount shall be deducted from any money due or which may become due to the **TPSP**. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event, **DBP** shall automatically rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid, in accordance with the Revised IRR of RA 12009.

2. As per the terms and requirements specified, **DBP** shall charge the **TPSP** with the following penalties if it fails in providing the proper services and complying with the Service Level Agreement:

Service Level Agreement	Penalty
a. Below 95% ATM Availability (Fleet wide)	2% of the billing before penalties/damages for the month where the availability is not met
b. Less than 85% ATM availability per ATM per month	ATM Services and ATM Cash Management and Replenishment Fees of the ATM shall be waived for the month
c. Less than 50% ATM availability per ATM per month	ATM Fees of the ATM shall be waived for the month

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d. Delay or Failure to submit the following reports: ATM Cash loading report, ATM Retrieval Report, ATM Cancelled ATM Loading Report	P250 if beyond 8:00AM P500 if beyond 10:00AM P1,000 if beyond 2:00PM P2,000 if beyond 5:00PM
e. No Reading / No Print Counters	P100 per ATM

Note: The **TPSP** shall provide **DBP** with accurate **MIS** reports on or before the agreed cut-off time (e.g. For the Initial Cash Summary Report must be submitted at 8:00AM on the following banking day). A report is deemed incorrect if there is an error in booking of cash in/out and balancing of the overall cash holdings. This does not include balancing against ATM machine readings

3. The total monthly charges shall be collected on the following month after the month when the penalty is incurred, which shall commence immediately after the implementation of the contract and shall continue until the termination of the contract.
4. The penalty shall be tallied monthly and **DBP** shall deduct the amount from any payment to be made by **DBP** to the **TPSP**.

XI. PAYMENT

1. The monthly service fees will be based on the submitted bid per service per ATM.
2. The monthly service fees shall be invoiced not later than the first week after the end of every month. The correctness of the invoice shall be subject to review within fifteen (15) banking days after receipt.
3. The **TPSP** shall provide ATM Availability report as an attachment to the service invoice.
4. The **TPSP** is required to maintain a deposit account with any **DBP Branch**. This directive is pursuant to Malacañang Executive Order No. 170 — Adoption of Digital Payments for Government Disbursements and Collections, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services, and other disbursements.
5. Payment shall be through direct credit to the winning **TPSP's** deposit account with **DBP**.
6. The Withholding Tax (WT) due to the government shall be withheld by the **DBP** from any payment made to the **TPSP**. The WT deducted by **DBP** shall be at the rate prescribed by the Bureau of Internal Revenue (BIR) and shall be remitted directly to the BIR. It shall be indicated in the creditable withholding tax return to be filed with the BIR that the tax being withheld is to be credited to the **TPSP**. The Certificate of Creditable Tax Withheld at Source shall be submitted by **DBP** to **TPSP** within fifteen (15) calendar days from receipt of payment by the **TPSP**.
7. Final payment shall be subject to submission of updated and valid tax clearance, if the previous tax clearance has expired pursuant to BIR Revenue Regulations (RR) No. 017-2024.

XII. PERFORMANCE SECURITY

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

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Form of Performance Security	Minimum % of Contract Price per Year
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, 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%)

XIII. INTELLECTUAL PROPERTY RIGHTS

DBP shall own all intellectual property rights to all designs, software and/or systems existing and created by DBP specifically for implementation under the arrangement. The TPSP shall fully protect/indemnify DBP from all legal actions, claims, or damages from third parties arising out of use of software, designs or processes used by the TPSP.

XIV. TPSP'S RESPONSIBILITY VIS-À-VIS THIRD-PARTY PRODUCTS / EQUIPMENT / SOFTWARE

If the proposal includes equipment or software marketed and/or supported by other companies or individuals, the TPSP, as the prime contractor for the delivery, installation and maintenance of the entire system, must declare that they possess the requisite permission/license for the equipment/software and indemnify DBP from all legal actions, claims or damages from 3rd parties arising out of the use of such equipment or software.

XV. INDEMNITY

The TPSP shall undertake thorough background check and due diligence in verifying the antecedents of its employees particularly those who are engaged in providing FLM/SLM services. The TPSP shall indemnify and protect DBP against all claims, losses, costs, damages, expenses, action suits and other proceedings resulting from:

1. Any actions of the employees or agents of the TPSP
2. Infringement of any law pertaining to patents, trademarks, copyrights etc. or such other statutory infringements in respect of all hardware and software used by them and the local laws of the state or labor laws or tax laws.

The TPSP warrants that it has in effect and shall maintain in effect suitable and sufficient cash insurance coverage with a reputable insurance company at least equal to the minimum cover of its liability under this Agreement.

Upon request from DBP, the TPSP must provide DBP adequate proof of insurance cover in respect of its entire liability under this Agreement. The TPSP shall also promptly notify DBP of any material adverse changes to its insurance cover.

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XVI. OBLIGATION OF THE PARTIES

1. **TPSP** shall without delay investigate the cause of all failures to meet the Service Levels and shall, if necessary, perform a root cause analysis of the failure and take appropriate measures to avoid the recurrence of these failures. **TPSP** shall compile, store and report pertinent information related to the root cause of said failure and submit report to **DBP**.
2. **TPSP** shall endeavor to minimize the recurrence of such failures for which it is responsible.
3. **DBP** shall use all reasonable efforts to correct and minimize the recurrence of failures for which it is responsible, and which prevent **TPSP** from meeting the agreed Service Levels.
4. **TPSP** shall report immediately to **DBP** any failure that could reasonably be expected to have a material adverse effect on **DBP's** operations.

XVII. CONFIDENTIALITY

1. **Segregation Of Data.** The **TPSP** shall properly store data obtained from **DBP** and ensure that such data is segregated from their own data or data from the **TPSP's** other clients.
2. **Confidential Information.** The **TPSP** agrees that all information provided to them by, or on behalf of, pursuant to the Agreement is Confidential Information. "Confidential Information" means without limitation, any information provided to the **TPSP** in the course of performance of this Agreement, in whatever form (whether tangible, intangible, electronic, oral or otherwise), the terms and/or existence of the Agreement, product designs, sales, cost and other unpublished financial information, customer information, product and business plans, projections, marketing data, trade secrets, specifications, programs, instructions, intellectual property rights, technical know-how, methods and procedures for operation, benchmark test results, information about employees, marketing strategies, services, customer names, business or technical plans and proposals (in any form) and any derivatives thereof, and any other information which is or should reasonably be understood to be confidential.
3. **Exclusions.** The Confidential Information does not include information which: (a) is or becomes generally available to the public, other than as a result of disclosure by the **TPSP**; (b) is or becomes available to the **TPSP** on a non-confidential basis from a source other than the **TPSP** or its Representative; provided, however that such source is not known to the **TPSP** to be bound by a confidentiality agreement to the **DBP** or otherwise prohibited from transmitting such information by reason of any contractual, legal or fiduciary relationship with **DBP**; (c) prior to disclosure hereunder, is properly within the rightful possession of the **TPSP**; or (d) is independently developed by the **TPSP** without reference to the Confidential Information.
4. **Confidentiality.** The **TPSP** will hold all Confidential Information of **DBP** in strict confidence and will not disclose, and will prevent its Representative (including, without limitation, its subcontractors) from disclosing, such Confidential Information to any third party. The **TPSP** agrees that it will abide by all applicable laws and regulations regarding privacy and confidentiality, including, without limitation, Republic Act No. 1405 (the Bank Deposits Secrecy Law). The **TPSP** will use the Confidential Information of **DBP** solely for the purpose of performing under and in compliance with the terms and conditions of this Agreement, will not use such Confidential Information for any other purpose, and will not disclose or communicate the Confidential Information, directly or indirectly to any third party except to the extent explicitly permitted under the agreement.

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5. **Permitted Disclosure.** Notwithstanding anything herein to the contrary, the **TPSP** agrees that the Confidential Information of **DBP** will be disclosed only to (a) **TPSP's** Representative who needs to know it for the purposes to perform its responsibilities for servicing of ATMs, as the case may be, in cases only to the extent permitted by applicable laws and regulations, including, without limitation, Republic Act No. 1405 (the Bank Deposits Secrecy Law); provided, however, that the **TPSP** shall in any event be responsible for any breach of the Agreement by any of its foregoing Representative.
6. **Non-Disclosure Agreement.** The **TPSP** shall guarantee that the information provided by **DBP** in relation to the performance of the former's function shall be handled with utmost confidentiality. This should be supported by a separate duly notarized Non-Disclosure Agreement mutually agreed upon by both parties and must be submitted to **DBP** prior to contract implementation.

XVIII. AUDIT

DBP may, at its discretion, audit the software and services of the **TPSP** by its external/internal auditors. The **TPSP** shall, whenever required, furnish all relevant information, records, and data to inspecting officials of **DBP's** external/internal auditors or authorized officials.

DBP reserves the right to call for any relevant material information/report. In the event that the results of alternative audit mechanisms (i.e., independent review or validation, third party attestation, etc.) do not satisfy the requirements and supervisory objectives of **BSP**, the **BSP** shall be given access to the **TPSP** operations to review the same in relation to the outsourced activities.

Further, the **TPSP** shall take the necessary corrective measures to satisfy the findings and recommendations of the **BSP** examiners and those internal/external of **DBP**. Cash on hand shall be subject to cash count by the Bank's external/internal auditors at the **TPSP's** Cash Processing Center and at the ATM site.

The following procedures shall be observed during audit:

1. Authorized Bank personnel shall conduct a quarterly cash count in the **TPSP's** Cash Processing Center and shall be allowed to enter the **TPSP's** premises immediately upon presentation of Introduction Letter issued by **DBP**.
2. **DBP** shall provide the **TPSP** the list of authorized personnel to conduct cash count at **TPSP's** Cash Processing Center at the beginning of the contract. Any changes of the authorized personnel shall be communicated to the **TPSP** at least one (1) week prior to the next cash count schedule.
3. On ATM terminal cash count, **DBP** shall send notice to **TPSP** one (1) day before the actual cash count at selected terminal/s.
4. The retrieved cash cassettes from the ATM terminal shall be forwarded to the **TPSP's** Cash Processing Center. On the next banking day, cassettes shall be opened in the Cash Processing Center in the presence of **DBP's** internal/external auditors for actual cash count and balancing.
5. In case of discrepancy found during actual cash count, settlement of the same shall be made within three (3) banking days from the date of cash count and receipt of a confirmed claim.

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XIX. REVIEW OF SERVICES

The performance of the **TPSP** shall be evaluated using the parameters set forth in **DBP'S** Performance Evaluation of Third-Party Contract/Agreements.

XX. BUSINESS CONTINUITY PLAN.

The **TPSP** warrants that it has existing Business Continuity Plan which includes continuity service and disaster recovery plans that minimize the probability and impact of interruptions to **DBP** and an exit plan to be implemented upon termination of this Agreement that provides, among others, for transition assistance should the **TPSP** convert to other service providers or other arrangements.

XXI. TERMINATION OF CONTRACT

1. **DBP** reserves the right to cancel or terminate the contract after a 90 days' notice for the following reasons:
 - a. The **TPSP** materially breaches a provision(s) of the Agreement and fails to cure such breach within thirty (30) days from receipt of written notice from **DBP**.
 - b. The **TPSP** becomes insolvent, fails to pay debts or obligations incurred in the ordinary course of its business, or becomes the subject of any voluntary or involuntary proceeding in bankruptcy, liquidation, dissolution, receivership, attachment or composition for the benefit of creditors.
 - c. A change in control in the part of the **TPSP**.
 - d. **DBP** reasonably considers that the notice of the requirements notified by the **TPSP** are unacceptable and notifies the **TPSP** of it in writing within thirty (30) days after receipt of the notice of the requirements from the **TPSP**.
 - e. The termination is requested or ordered by any relevant regulatory agency or it's reasonably required to comply with any applicable laws or regulations.
 - f. The **TPSP** failed to perform any material obligation under the agreement due to the Force Majeure continues for a period of ninety (90) consecutive days or more.
 - g. The overall average availability of all the ATMs in the fleet falls below 95% for three consecutive months (an initial notice to rectify shall be sent) and after a further three (3) consecutive months for rectification is issued and no improvement occurs, a final notice to terminate shall be sent.
 - h. An adjectival rating of "Needs Improvement" or "Poor" on the annual Performance Assessment Report.
 - i. Upon expiration or termination of the Contract through the above provisions, the **TPSP** shall provide necessary levels of assistance to the Bank or to the new **TPSP** if **DBP** returns or passes on the services to another **TPSP** or make other arrangements.
 - j. **DBP** may pre-terminate the Agreement to make other arrangements which will be more beneficial to the Bank.
2. Transition Assistance

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In the event of termination for any cause, the **TPSP** hereby agrees and guarantees that should **DBP** decide to transfer the Services to another provider or other arrangements, it shall provide **DBP** the necessary level of assistance during the transition.

In case of merger, consolidation and/or change in name of the **TPSP**, the **TPSP** shall likewise provide **DBP** the necessary level of assistance to ensure a smooth transition. For the avoidance of doubt, the surviving or consolidated corporation shall assume all liabilities and obligations under the terms of this Agreement, provided that the **TPSP** and/or the surviving or consolidated corporation submits proof of such merger or consolidation acceptable to **DBP**.

3. Purchase option

DBP has the option, at any time during the contract period or when the contract is pre-terminated for any reason including but not limited to insolvency, receivership or change of ownership, to purchase any number of ATMs at agreed upon price.

XXII. DISPUTE RESOLUTION

DBP and **TPSP** shall exert their best effort to settle amicably all disputes arising out of or in connection with the procurement contract, or in the interpretations, enforcement and implementation thereof. Any dispute between **DBP** and **TPSP** as to matter arising pursuant to the procurement contract which cannot be settled amicably within thirty (30) days after receipt by a party's request for such amicable settlement may be submitted by the parties for arbitration in accordance with Republic Act (RA) No. 876 in relation to RA No. 9285 and its implementing Rules and Regulations.

By executing the procurement contract, **DBP** and **TPSP** consent to the submission of all disputes arising from the interpretation, enforcement and implementation of the contract to arbitration

XXIII. LEGAL HOLD

1. In case of an ongoing or reasonably anticipated investigation or litigation involving **DBP** and Third Parties, which relates to this project engagement, either its whole or in part, the **TPSP**, hereby undertakes to fully assist **DBP** in such investigation or litigation during the term of the Contract. In which case, the **TPSP** upon written notice from **DBP**, shall preserve all information, data, records, reports, documents, pictures, recordings or videos, emails text messages, and any other forms of communication between the **TPSP** and **DBP** or Third Parties, whether written or electronic, which are in its possession and obtained from this project/engagement. The **TPSP** shall also promptly furnish **DBP** with copies of such data/documents upon written request from **DBP**.
2. The **TPSP** further recognizes that, should it become necessary, any of its employees, agents or personnel, directly involved in this project/engagement may be requested to testify to witness for **DBP**, in any investigation or proceedings before any administrative, judicial or quasi-judicial bodies, to assist **DBP** in pursuing/defending claims or cases filed by/against it.

XXIV. LIABILITY CLAUSE

1. The Parties acknowledge the potential risks and liabilities that may result from the unauthorized dispensation of cash in ATMs located nationwide in the course of rendering the Services (the "Incident"). The **TPSP** agrees that the liability incurred

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during the effectivity of the Services Agreement shall survive notwithstanding the expiration thereof and that this Agreement shall not be construed as a waiver of such liability but an assumption of an increased level of responsibility for the **TPSP's** actions and a recognition that as a consequences of failing to fulfill its obligations under this Agreement, it shall be liable for such breach or violation and damages arising therefrom.

2. Any loss or liability arising from damage to the ATM unit including the UPS and loss of cash inside the ATM regardless of reason (e.g physical/logical/network attacks, force majeure, theft, fire, etc.) and is not directly attributable to **DBP's** fault or negligence, shall be for the account of the **TPSP**. **TPSP** shall reimburse **DBP** the full amount of the loss within 180 calendar days from written notification from **DBP**. **DBP** shall also have the option to deduct said losses or liability to the succeeding payments to the **TPSP** until fully paid.
3. In case the **TPSP** is unable to comply with the terms and conditions of the Services Agreement or fails to satisfactorily deliver the Services on time inclusive of duly granted time extensions, if any, **DBP** shall, without prejudice to its other remedies under the Service Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the total Contract Price for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), **DBP** may rescind or terminate the Services Agreement, without prejudice to other courses of action and remedies open to it.
4. Any and all claims, liabilities, damages, suits, or causes of action of whatever nature or kind, now or hereafter arising from or in connection with the Services Agreement, including but not limited to those resulting out of or as a consequence of the acts of employees, personnel, or representatives of the **TPSP**, shall be for the account of the **TPSP**. The **TPSP** shall indemnify **DBP**, its directors, officers, employees, successors, and assigns against, and hold them free and harmless therefrom. The obligations of the **TPSP** under this provision shall survive the termination of the Services Agreement.

XXV. DISCLAIMER

1. Subject to any laws to the contrary and to the maximum extent permitted by law, **DBP** and its directors, officers, employees, contractors, representatives, agents, and advisers disclaim all liability from any loss, claim, expense (including, without limitation, any legal fees, costs, charges, demands, actions, liabilities, expenses or disbursements incurred therein or incidental thereto) or damage (whether foreseeable or not) ("Losses") or suffered by any person acting on or refraining from acting because of any presumptions or information (whether oral or written and whether express or implied), including forecasts, statements, estimates, or projections contained in their daily reports or conduct ancillary to it whether or not the Losses arise in connection With any ignorance, negligence, inattention, casualness, disregard omission, default, lack of care, immature information, falsification or misrepresentation on the part of **DBP** or any of its directors officers, employees, contractors, representatives agents, or advisers
2. No binding legal relationship shall exist between any and **DBP** until execution of an Agreement to the full satisfaction of **DBP**.

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XXVI. MISCELLANEOUS PROVISIONS / CONDITIONS / REQUIREMENTS

1. The **TPSP** shall assist **DBP** in securing appropriate documents and approvals required by the **BSP** and other government agencies to implement the services. In case the proposal is denied, **DBP** has the right to terminate the awarded contract without any cost on its part.
2. The **TPSP** shall take over all the ATMs identified by **DBP** to be part of the service upon receipt of order from **DBP**. Subsequently, ATM deployment is an ongoing process and additional ATMs identified for inclusion into the service must be taken over no more than seven (7) days as and when **DBP** desires.
3. The **TPSP** must provide categorical and factual replies to specific questions. Correct and current technical details must be completely provided. **DBP** may, at its discretion, waive any minor non-conformity in the proposal.
4. An official authorized to commit the **TPSP** to the terms and conditions of the proposal must sign the proposal. The signatory should submit a copy of the Power of Attorney/Board Resolution/Letter from Director(s) authorizing him to sign the proposal documents on behalf of the **TPSP**.
5. The proposal and all supporting documentations submitted by the **TPSP** shall become the property of **DBP**.
6. Any publicity by the **TPSP** in which the name of the bank is to be used, written permission should be obtained only with the explicit agreement of **DBP**.
7. Standard of Service – The **TPSP** shall fulfill its obligations under this service according to the best acceptable professional standards. The **TPSP** shall exercise all reasonable skill, care, diligence and prudence in the discharge of the duties agreed to be performed and shall always work in the best interest of the government. To attain these ends, the **TPSP** shall provide personnel with qualifications and experiences as may be required for the best fulfillment of the services, subject to the approval of **DBP**.
8. Non-Assignment – Assignment of any part of the contract, or payment under the contract without prior written consent of **DBP** is not allowed.
9. Conflict of Interest – The **TPSP** and its key staff, who may be directly associated with entities that may have an interest in or bias against any **DBP** project/service, shall divulge the extent of its conflict with **DBP**. The **TPSP** agrees that the conflict of interest may be a ground for **DBP** to terminate the Contract.
10. Project Governance & Escalation – on or before the 15th of each month, **TPSP** shall provide a Monthly Performance Report indicating various metrics including but not limited to:
 - a. **TPSP** performance against and calculations with respect to each Service Level during the preceding calendar month, including an assessment of the **TPSP** performance against previous performance trends.
 - b. Potential problems and remedial actions including summaries of reports submitted in accordance with the periodically submitted Service Level reports.
 - c. The key service performance issues/disputes and recommended action plans.
 - d. Recent ATM security threats locally or internationally and recommend risk mitigants, if any.



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XXII. OGCC REVIEW

The Parties acknowledge that the Contract is subject to the review/clearance of the Office of the Government Corporate Counsel (OGCC). The Parties agree to supplement/amend/restate the Contract to incorporate the comments/revisions, if any, of the OGCC.

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[For Reference Only]

Initial Terminal Locations

NO.	BBG	BRANCH NAME	TID	TERMINAL TYPE	TERMINAL ADDRESS
1	BBG-BICOL	DAET	419	LOBBY	LGU JOSE PANGANIBAN, CAMARINES NORTE(JPCN)
2	BBG-BICOL	DAET	423	LOBBY	CAMARINES NORTE STATE COLLEGE
3	BBG-BICOL	DAET	583	LOBBY	MERCEDES MUNICIPAL HALL COMPOUND, ECO AVE., BRGY. 5, MERCEDES, CAMARINES NORTE
4	BBG-BICOL	DAET	621	LOBBY	LGU PARACALE, BRGY. POBLACION NORTE, PARACALE, CAMARINES NORTE
5	BBG-BICOL	DAET	790	LOBBY	MUNICIPAL HALL OF LGU SAN VICENTE, F. ZAÑO ST., SAN VICENTE, CAMARINES NORTE
6	BBG-BICOL	DAET	791	LOBBY	LGU PARACALE, BRGY. POBLACION NORTE, PARACALE, CAMARINES NORTE
7	BBG-BICOL	DAET	792	LOBBY	CAMARINES NORTE PROVINCIAL HOSPITAL, BAGASBAS ROAD, DAET, CAMARINES NORTE
8	BBG-BICOL	DAET	1057	LOBBY	SANTA MAGDALENA ST., CORNER VINZONS AVENUE, BRGY. POBLACION II, VINZONS, CAMARINES NORTE
9	BBG-BICOL	IRIGA	508	WALL	MUNICIPALITY OF BALATAN, BALATAN, CAMARINES SUR
10	BBG-BICOL	IRIGA	585	LOBBY	CASURECO III, IRIGA - BAAO ROAD, SAN ISIDRO, IRIGA CITY, CAMARINES SUR
11	BBG-BICOL	IRIGA	586	LOBBY	BUHI MUNICIPAL HALL, BUHI, CAMARINES SUR
12	BBG-BICOL	IRIGA	587	LOBBY	LGU IRIGA CITY HALL LOBBY, SANTA CRUZ, IRIGA CITY, CAMARINES SUR
13	BBG-BICOL	IRIGA	632	WALL	ICWD - IRIGA CITY WATER DISTRICT, RUFINO LLAGAS SR. STREET, SAN ROQUE, IRIGA CITY, CAMARINES SUR
14	BBG-BICOL	IRIGA	916	LOBBY	BAAO MARKET BLDG., (LCC), HIGHWAY 1, BRGY. DEL ROSARIO, BAAO, CAMARINES SUR
15	BBG-BICOL	LEGAZPI	316	LOBBY	LGU OAS MUNICIPAL BLDG., OAS, ALBAY
16	BBG-BICOL	LEGAZPI	399	LOBBY	PROVINCIAL GOVERNMENT OF ALBAY, CAPITOL BLDG., RIZAL ST., LEGAZPI CITY, ALBAY
17	BBG-BICOL	LEGAZPI	400	LOBBY	PROVINCIAL GOVERNMENT OF ALBAY, CAPITOL BLDG., RIZAL ST., LEGAZPI CITY, ALBAY
18	BBG-BICOL	LEGAZPI	441	LOBBY	CITY HALL BLDG., OLD ALBAY DISTRICT, LEGAZPI CITY, ALBAY
19	BBG-BICOL	LEGAZPI	479	WALL	RB PILAR - F. BANEZ ST., BRGY. 11, BACACAY, ALBAY
20	BBG-BICOL	LEGAZPI	509	WALL	BANCO SANTIAGO DE LIBON, TAMBANGAN, SAN ISIDRO, STO. DOMINGO, ALBAY
21	BBG-BICOL	LEGAZPI	510	WALL	BANCO SANTIAGO DE LIBON, SAN BUENA, BUHI, CAMARINES SUR
22	BBG-BICOL	LEGAZPI	511	LOBBY	LEGAZPI CITY WATER DISTRICT, BITANO, LEGAZPI CITY, ALBAY
23	BBG-BICOL	LEGAZPI	568	LOBBY	TABACO WATER DISTRICT, KARANGAHAN BOULEVARD, TABACO CITY, ALBAY

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24	BBG-BICOL	LEGAZPI	625	LOBBY	LGU - PIODURAN MUNICIPAL HALL, PIODURAN, ALBAY
25	BBG-BICOL	LEGAZPI	626	LOBBY	LGU - JOVELLAR MUNICIPAL HALL, JOVELLAR, ALBAY
26	BBG-BICOL	LEGAZPI	681	WALL	CAMALIG BANK, HEAD OFFICE, RIZAL STREET, ILAWOD EAST, LEGAZPI CITY, ALBAY
27	BBG-BICOL	LEGAZPI	682	WALL	CAMALIG BANK, CAMALIG OFFICE, NATIONAL HIGHWAY, CENTRO, CAMALIG, ALBAY
28	BBG-BICOL	MASBATE	272	WALL	MASBATE CITY HALL, MUNICIPAL ROAD, MASBATE CITY
29	BBG-BICOL	MASBATE	673	LOBBY	LGU MILAGROS, POBLACION, MILAGROS, MASBATE
30	BBG-BICOL	MASBATE	674	LOBBY	LGU MANDAON, POBLACION, MANDAON, MASBATE
31	BBG-BICOL	MASBATE	675	LOBBY	LGU MOBO, POBLACION, MOBO, MASBATE
32	BBG-BICOL	MASBATE	719	WALL	MASBATE ELECTRIC COOPERATIVE (MASELCO) COMPOUND, BRGY. PINAMARBUHAN MOBO, MASBATE
33	BBG-BICOL	MASBATE	798	WALL	LGU BALUD MUNICIPAL COMPOUND, BRGY. POBLACION, BALUD, MASBATE
34	BBG-BICOL	MASBATE	799	WALL	LGU DIMASALANG MUNICIPAL COMPOUND, BRGY. POBLACION, DIMASALANG, MASBATE
35	BBG-BICOL	MASBATE	960	WALL	LGU BALENO COMPOUND, POBLACION, BALENO, MASBATE
36	BBG-BICOL	MASBATE	1047	LOBBY	MUNICIPAL HALL, BRGY. POBLACION, PALANAS, MASBATE
37	BBG-BICOL	MASBATE	1070	WALL	MUNICIPAL HALL, ALMONTE ST., BRGY. POBLACION DISTRICT III, SAN JACINTO, MASBATE
38	BBG-BICOL	MASBATE	1071	LOBBY	MUNICIPAL BLDG, BRGY. BAYBAY DAGAY, SAN FERNANDO, MASBATE
39	BBG-BICOL	NAGA	233	LOBBY	PROVINCIAL GOVERNMENT, CAPITOL COMPLEX, CADLAN, PILI, CAMARINES SUR
40	BBG-BICOL	NAGA	301	LOBBY	CAPITOL COMPLEX, CADLAN, PILI, CAMARINES SUR
41	BBG-BICOL	NAGA	430	LOBBY	NAGA CITY HALL COMPOUND, J. MIRANDA AVE., CONCEPCION PEQUEÑA, NAGA CITY
42	BBG-BICOL	NAGA	748	LOBBY	PROVINCIAL GOVERNMENT, CAPITOL COMPLEX, CADLAN, PILI, CAMARINES SUR
43	BBG-BICOL	NAGA	949	WALL	METRO NAGA WATER DISTRICT, J. MIRANDA ST., BRGY. CONCEPCION PEQUEÑA, NAGA CITY, CAMARINES SUR
44	BBG-BICOL	NAGA	1033	LOBBY	NAGA COLLEGE FOUNDATION INC., M.T. VILLANUEVA AVENUE, LIBOTON, NAGA CITY, CAMARINES SUR
45	BBG-BICOL	NAGA	1064	WALL	RURAL BANK OF SAN JOSE, MENDOZA ST., SAN ANTONIO, SAN JOSE, CAMARINES SUR
46	BBG-BICOL	PLACER	720	WALL	EXECUTIVE BLDG., LGU PLACER MUNICIPAL COMPOUND, BRGY. POBLACION, PLACER, MASBATE
47	BBG-BICOL	PLACER	800	WALL	LGU CATAINGAN MUNICIPAL COMPOUND, BRGY. POBLACION CATAINGAN, MASBATE
48	BBG-BICOL	PLACER	983	LOBBY	MUNICIPAL HALL, LGU ESPERANZA, POBLACION, ESPERANZA, MASBATE
49	BBG-BICOL	PLACER	989	LOBBY	MUNICIPAL HALL BUILDING, BRGY. POBLACION, PIO V. CORPUZ, MASBATE

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50	BBG-BICOL	PLACER	990	LOBBY	MUNICIPAL BLDG., MAGBALON ST., POBLACION, CAWAYAN, MASBATE
51	BBG-BICOL	SORSOGON	401	LOBBY	MUNICIPAL HALL OF GUBAT, POBLACION, GUBAT, SORSOGON
52	BBG-BICOL	SORSOGON	433	LOBBY	MUNICIPAL BLDG., POBLACION, DONSOLO, SORSOGON
53	BBG-BICOL	SORSOGON	434	LOBBY	MUNICIPAL BLDG., CUMADCAD, CASTILLA, SORSOGON
54	BBG-BICOL	SORSOGON	470	LOBBY	LGU MAGALLANES MUNICIPAL BUILDING
55	BBG-BICOL	SORSOGON	492	LOBBY	MUNICIPAL HALL, MAGALLANES, SORSOGON
56	BBG-BICOL	SORSOGON	494	LOBBY	DURAN MEMORIAL HOSPITAL, SORSOGON DIVERSION RD, MACABOG, SORSOGON CITY, SORSOGON
57	BBG-BICOL	SORSOGON	758	LOBBY	SANGGUNIANG PANLALAWIGAN HALL, CAPITOL COMPOUND, SORSOGON CITY, SORSOGON
58	BBG-BICOL	SORSOGON	765	LOBBY	RURAL BANK OF PILAR, CASIGURAN BRANCH, GROUND FLOOR, CASIGURAN GYMNASIUM, CASIGURAN, SORSOGON
59	BBG-BICOL	SORSOGON	1009	WALL	RURAL BANK OF PILAR, MILLEZA ST., BRGY. DAO, POBLACION, PILAR, SORSOGON
60	BBG-BICOL	VIRAC	845	LOBBY	LGU GIGMOTO, DISTRICT II, GIGMOTO, CATANDUANES
61	BBG-BICOL	VIRAC	846	LOBBY	MUNICIPAL HALL OF LGU BARAS, BRGY. EASTERN POBLACION, BARAS, CATANDUANES
62	BBG-BICOL	VIRAC	847	LOBBY	MUNICIPAL HALL OF LGU VIGA, BRGY. SAN VICENTE, VIGA, CATANDUANES
63	BBG-CEV	BOGO	340	LOBBY	CITY HALL, LGU BOGO CITY, CEBU
64	BBG-CEV	BOGO	789	LOBBY	MUNICIPAL HALL, BRGY. POBLACION, TABUELAN, CEBU
65	BBG-CEV	BOGO	868	LOBBY	CEBU TECHNOLOGICAL UNIVERSITY, DAANBANTAYAN CAMPUS, AGUJO, DAANBANTAYAN, CEBU
66	BBG-CEV	BOGO	966	LOBBY	LGU BORBON MUNICIPAL HALL, BRGY. POBLACION, BORBON, CEBU
67	BBG-CEV	BOGO	984	WALL	LGU TABOGON MUNICIPAL HALL, BRGY. POBLACION, TABOGON, CEBU
68	BBG-CEV	BORONGAN	880	LOBBY	G/F, LGU LLORENTE EVACUATION CENTER, NATIONAL HIGHWAY, LLORENTE, EASTERN SAMAR
69	BBG-CEV	BORONGAN	881	LOBBY	G/F, LGU MAYDOLONG, MAYDOLONG, EASTERN SAMAR
70	BBG-CEV	BORONGAN	890	LOBBY	MUNICIPAL BLDG., LGU SULAT, SULAT, EASTERN SAMAR
71	BBG-CEV	BORONGAN	897	LOBBY	MUNICIPAL HALL LOBBY, MUNICIPALITY OF BALANGKAYAN, ABRIGO ST., BARANGAY 2, POBLACION, BALANGKAYAN, EASTERN SAMAR
72	BBG-CEV	BORONGAN	932	LOBBY	MUNICIPAL HALL LOBBY, LGU GENERAL MACARTHUR, N. PAMBUJAN ST., BARANGAY 5, POBLACION, GENERAL MACARTHUR, EASTERN SAMAR
73	BBG-CEV	BORONGAN	1003	LOBBY	MUNICIPAL HALL LOBBY, LGU BALANGIGA, POBLACION 3, BALANGIGA, EASTERN SAMAR

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74	BBG-CEV	BORONGAN	1061	LOBBY	MUNICIPAL HALL LOBBY, BARANGAY POBLACION 2, QIJINAPONDAN, EASTERN SAMAR
75	BBG-CEV	CARCAR	283	LOBBY	POBLACION ARGAO COMMERCIAL COMPLEX, ARGAO CEBU (Cash Loading by BR since May 2015)
76	BBG-CEV	CARCAR	284	LOBBY	POBLACION DALAGUETE PUBLIC MARKET, DALAGUETE CEBU (Cash Loading by BR)
77	BBG-CEV	CARCAR	285	LOBBY	MUNICIPAL HALL POBLACION, SAMBOAN, CEBU (Cash Loading by BR)
78	BBG-CEV	CARCAR	698	LOBBY	MUNICIPAL HALL ENTRANCE, BOLJOON, CEBU
79	BBG-CEV	CARCAR	738	WALL	TOURISM OFFICE OF THE MUNICIPALITY OF OSLOB, OSLOB, CEBU
80	BBG-CEV	CARCAR	912	LOBBY	ARGAO MUNICIPAL HALL, POBLACION, ARGAO, CEBU
81	BBG-CEV	CARCAR	924	LOBBY	DEPED CARCAR CITY DIVISION, P. NELLAS ST., POBLACION III, CARCAR CITY, CEBU
82	BBG-CEV	CARCAR	982	LOBBY	ALCOY PUBLIC MARKET, POBLACION, ALCOY, CEBU
83	BBG-CEV	CATARMAN	109	LOBBY	GF PAMBUJAN EXECUTIVE BLDG., PAMBUJAN, NORTHERN SAMAR
84	BBG-CEV	CATARMAN	239	WALL	ADMIN. BUILDING, UNIVERSITY OF EASTERN PHILIPPINES (UEP), CATARMAN, NORTHERN SAMAR
85	BBG-CEV	CATARMAN	380	WALL	MUNICIPAL BUILDING OF LGU SAN ROQUE
86	BBG-CEV	CATARMAN	385	LOBBY	MUNICIPAL BUILDING OF LGU SAN JOSE
87	BBG-CEV	CATBALOGAN	268	WALL	LOLA ROSA HOTEL, CALBIGA SAMAR
88	BBG-CEV	CATBALOGAN	616	LOBBY	SAMAR II ELECTRIC COOPERATIVE INC. (SAMELCO), BRGY. ARADO, PARANAS, SAMAR
89	BBG-CEV	CATBALOGAN	646	LOBBY	SAMAR STATE UNIVERSITY MAIN CAMPUS, CATBALOGAN CITY, SAMAR
90	BBG-CEV	CATBALOGAN	760	LOBBY	LGU HINABANGAN MUNICIPAL BLDG., HINABANGAN, SAMAR
91	BBG-CEV	CATBALOGAN	801	WALL	SAMAR II ELECTRIC COOPERATIVE, INC. (SAMELCO II), BRGY. ARADO, PARANAS, SAMAR
92	BBG-CEV	CATBALOGAN	829	WALL	MUNICIPAL HALL OF MOTIONG, MOTIONG, SAMAR
93	BBG-CEV	CATBALOGAN	830	WALL	DEPED DIVISION OF SAMAR, REDAJA HALL, ARTECHE BLVD., CATBALOGAN CITY, SAMAR
94	BBG-CEV	CATBALOGAN	1010	WALL	CITY HALL LOBBY, LGU CITY OF CALBAYOG, CALBAYOG CITY
95	BBG-CEV	CEBU	104	LOBBY	DEPED REGION VII, DOÑA MODESTA GAISANO ST., LAHUG, CEBU CITY, CEBU
96	BBG-CEV	CEBU	202	LOBBY	CEBU NORMAL UNIVERSITY (CNU), JONES AVENUE, CEBU CITY, CEBU
97	BBG-CEV	CEBU	226	LOBBY	IPOHO BUILDING, SUDLON LAHUG, CEBU CITY (DEPED, CEBU PROVINCE)
98	BBG-CEV	CEBU	247	LOBBY	CEBU CAPITOL BLDG., CEBU CITY, CEBU
99	BBG-CEV	CEBU	455	LOBBY	WATERFRONT CEBU CITY HOTEL & CASINO, SALINAS DRIVE LAHUG, CEBU CITY
100	BBG-CEV	CEBU	686	LOBBY	DEPED CEBU CITY, IMUS STREET, CEBU CITY, CEBU

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101	BBG-CEV	CEBU	743	LOBBY	HDMF (PAG-IBIG FUND), WT CORPORATE TOWER, MINDANAO AVE. COR., ARCHBISHOP REYES AVE., CEBU CITY, CEBU
102	BBG-CEV	CEBU	898	LOBBY	DPWH 7, SOUTH COSTAL ROAD, SOUTH ROAD PROPERTIES, CEBU CITY
103	BBG-CEV	CEBU	975	LOBBY	CEBU CITY HALL, NO. 1 DR. JOSE P. RIZAL ST., CEBU CITY, CEBU
104	BBG-CEV	DOLORES	255	WALL	MUNICIPAL HALL, AVESTRUZ ST., BRGY. CENTRAL, ARTECHE, EASTERN SAMAR
105	BBG-CEV	MAASIN	545	LOBBY	SOUTHERN LEYTE PROVINCIAL HOSPITAL, BRGY. DONGON, MAASIN CITY, SOUTHERN LEYTE
106	BBG-CEV	MAASIN	595	LOBBY	MAASIN CITY HALL, E. ROFOLS ST., BRGY. TUNGA-TUNGA, MAASIN CITY, SOUTHERN LEYTE
107	BBG-CEV	MAASIN	647	LOBBY	LIVING HOPE HOSPITAL INC., ISAGANI, MAASIN CITY, SOUTHERN LEYTE
108	BBG-CEV	MAASIN	902	WALL	LGU BATO, KALANGAMAN, POBLACION, BATO, LEYTE
109	BBG-CEV	MAASIN	903	LOBBY	LGU MACROHON, SAN VICENTE, POBLACION, MACROHON, SOUTHERN LEYTE
110	BBG-CEV	MAASIN	925	LOBBY	MAASIN CITY HALL, TUNGA-TUNGA, MAASIN CITY, SOUTHERN LEYTE
111	BBG-CEV	MAASIN	948	WALL	RURAL HEALTH UNIT (RHU) BUILDING, POBLACION, MALITBOG, SOUTHERN LEYTE
112	BBG-CEV	MANDAUE	286	LOBBY	PORO MUNICIPAL HALL, PORO, CEBU (CAMOTES ISLAND)
113	BBG-CEV	MANDAUE	346	LOBBY	LGU CONSOLACION, POBLACION ORIENTAL, CONSOLACION, CEBU (FRONTING SAN NICOLAS CHURCH)
114	BBG-CEV	MANDAUE	347	LOBBY	CEBU PORT AUTHORITY, QUEZON BLVD. PIER 1, CEBU CITY, CEBU
115	BBG-CEV	MANDAUE	363	LOBBY	LGU-MANDAUE: CITY HALL BUILDING, BRGY. CENTRO, MANDAUE CITY
116	BBG-CEV	MANDAUE	465	LOBBY	REGIONAL HEALTH UNIT BLDG., MUNICIPALITY OF SAN FRANCISCO, NORTH POBLACION, SAN FRANCISCO, CAMOTES, CEBU
117	BBG-CEV	MANDAUE	466	LOBBY	CASINO FILIPINO ENCLAZA PARKMALL, OUANO AVENUE, MANDAUE CITY, CEBU
118	BBG-CEV	MANDAUE	467	LOBBY	MUNICIPAL GYMNASIUM BLDG., MUNICIPALITY OF COMPOSTELA, CEBU
119	BBG-CEV	ORMOC	136	WALL	NEW ORMOC CITY HALL, ANUBING STREET, ORMOC CITY, LEYTE
120	BBG-CEV	ORMOC	734	WALL	MUNICIPAL HALL, MUNICIPALITY OF ISABEL, LEYTE
121	BBG-CEV	ORMOC	821	WALL	JELO'S PLACE, INOCENTES ST., NAVAL, BILIRAN
122	BBG-CEV	ORMOC	852	LOBBY	PALOMPON INSTITUTE OF TECHNOLOGY, BRGY. GUIWAN II, PALOMPON, LEYTE
123	BBG-CEV	ORMOC	915	LOBBY	LGU MATAG-OB COMPOUND, MAC ARTHUR STREET, BRGY. SAN GUILLERMO, MATAG-OB, LEYTE
124	BBG-CEV	ORMOC	1004	LOBBY	KANANGA MUNICIPAL HALL, KANANGA, LEYTE
125	BBG-CEV	ORMOC	1097	LOBBY	LIGA NG MGA BARANGAY BUILDING, TERMINAL COMPOUND, ISABEL, LEYTE

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126	BBG-CEV	TACLOBAN	643	LOBBY	EASTERN VISAYAS STATE UNIVERSITY, SALAZAR STREET. QUARRY DISTRICT, TACLOBAN CITY, LEYTE
127	BBG-CEV	TACLOBAN	644	LOBBY	PROVINCIAL CAPITOL COMPLEX, PALO, LEYTE
128	BBG-CEV	TACLOBAN	650	LOBBY	TACLOBAN CITY HALL, KANHURAW HILL, TACLOBAN CITY, LEYTE
129	BBG-CEV	TACLOBAN	784	LOBBY	TOLOSA PUBLIC MARKET, TOLOSA, LEYTE
130	BBG-CEV	TACLOBAN	785	LOBBY	JARO MUNICIPAL BLDG., JARO, LEYTE
131	BBG-CEV	TACLOBAN	786	LOBBY	BURAUEN MUNICIPAL BLDG., BURAUEN, LEYTE
132	BBG-CEV	TACLOBAN	787	LOBBY	PALO MUNICIPAL BLDG., PALO, LEYTE
133	BBG-CEV	TACLOBAN	944	LOBBY	DULAG MUNICIPAL BLDG., DULAG, LEYTE
134	BBG-CEV	TAGBILARAN	287	LOBBY	CITY HALL BLDG., J.A. CLARIN ST., DAMPAS DISTRICT, TAGBILARAN CITY, BOHOL
135	BBG-CEV	TAGBILARAN	307	LOBBY	DEPED DIVISION OF BOHOL, NEW CAPITOL SITE, BRGY. COGON DISTRICT, TAGBILARAN CITY, BOHOL
136	BBG-CEV	TAGBILARAN	426	LOBBY	LZ RAMIRO HOSP TAL
137	BBG-CEV	TAGBILARAN	648	LOBBY	MUNICIPAL BLDG., COGON NORTE, LOON, BOHOL
138	BBG-CEV	TAGBILARAN	839	LOBBY	CITY HALL BLDG., J.A. CLARIN ST., DAMPAS DISTRICT, TAGBILARAN CITY, BOHOL
139	BBG-CEV	TAGBILARAN	853	LOBBY	MUNICIPALITY OF SIKATUNA, SIKATUNA, BOHOL
140	BBG-CEV	TAGBILARAN	888	LOBBY	MUNICIPAL BLDG., POBLACION, PANGLAO, BOHOL
141	BBG-CEV	TAGBILARAN	900	LOBBY	GOV. CELESTINO GALLARES MEMORIAL HOSPITAL, 53 MIGUEL PARRAS ST., TAGBILARAN CITY, BOHOL
142	BBG-CEV	TAGBILARAN	945	LOBBY	MUNICIPAL BLDG., POBLACION OCCIDENTAL, VALENCIA, BOHOL
143	BBG-CEV	TAGBILARAN	968	LOBBY	BOHOL ISLAND STATE UNIVERSITY, NEW ADMINISTRATION BLDG., CPG NORTH AVENUE, TAGBILARAN CITY, BOHOL
144	BBG-CEV	TAGBILARAN	1045	LOBBY	BISU MAIN, CPG NORTH AVENUE, TAGBILARAN CITY, BOHOL
145	BBG-CEV	TALISAY	549	WALL	NAGA CITY HALL, BRGY. EAST POBLACION, CITY OF NAGA, CEBU
146	BBG-CEV	TALISAY	576	LOBBY	WARD 4, MUNICIPAL HALL OF MINGLANILLA, SOUTH NATIONAL HIGHWAY, MINGLANILLA, CEBU
147	BBG-CEV	TOLEDO	622	LOBBY	MUNICIPAL HALL OF ALOGUINSAN, POBLACION, ALOGUINSAN, CEBU
148	BBG-CEV	TOLEDO	623	LOBBY	PEOPLE'S SQUARE, POBLACION UNO, MALABUYOC, CEBU
149	BBG-CEV	TOLEDO	818	WALL	CTU TUBURAN CAMPUS, BRGY. POBLACION, TUBURAN, CEBU
150	BBG-CEV	TOLEDO	850	LOBBY	MUNICIPAL HALL OF GINATILAN, NATIONAL HIGHWAY, GINATILAN, CEBU
151	BBG-CEV	TOLEDO	851	LOBBY	LGU PINAMUNGAJAN, POBLACION, PINAMUNGAJAN, CEBU
152	BBG-CEV	TOLEDO	1063	LOBBY	MUNICIPAL AUDITORIUM BLDG., BRGY. POBLACION, PINAMUNGAJAN, CEBU
153	BBG-CEV	TUBIGON	653	LOBBY	MUNICIPAL HALL OF BUENAVISTA, MAXIMO LEOPANDO STREET. BRGY. POBLACION, BUENAVISTA, BOHOL 6333

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154	BBG-CEV	TUBIGON	803	LOBBY	MUNICIPAL HALL OF INABANGA, POBLACION, INABANGA, BOHOL
155	BBG-CEV	TUBIGON	804	LOBBY	CALAPE PUBLIC MARKET, STA. CRUZ, CALAPE, BOHOL
156	BBG-CEV	TUBIGON	805	LOBBY	CLARIN PUBLIC MARKET, POBLACION, CLARIN, BOHOL
157	BBG-CEV	TUBIGON	806	LOBBY	CHOCOLATE HILLS COMPLEX, BUENOS AIRES, CARMEN, BOHOL
158	BBG-CEV	TUBIGON	807	LOBBY	SAGBAYAN PUBLIC MARKET, POBLACION, SAGBAYAN, BOHOL
159	BBG-CEV	UBAY	702	LOBBY	DSWD BLDG., MUNICIPALITY OF PRES. CARLOS P. GARCIA, BOHOL
160	BBG-CEV	UBAY	769	LOBBY	ALICIA MUNICIPALITY, ALICIA, BOHOL
161	BBG-CEV	UBAY	770	LOBBY	DUERO MUNICIPALITY, DUERO, BOHOL
162	BBG-CEV	UBAY	772	LOBBY	MUNICIPALITY OF UBAY, UBAY, BOHOL
163	BBG-CEV	UBAY	996	LOBBY	MUNICIPALITY OF SAN MIGUEL, SAN MIGUEL, BOHOL
164	BBG-CL	BALANGA	361	WALL	LGU ABUCAY, PLAZA, ABUCAY, BATAAN
165	BBG-CL	BALANGA	362	LOBBY	DEPARTMENT OF DEFENSE GOV'T ARSENAL IN CAMP GEN.ANTONIO LUNA, LAMAO, LIMAY BATAAN
166	BBG-CL	BALANGA	425	LOBBY	BATAAN PENINSULA STATE UNIVERSITY BALANGA MAIN CAMPUS
167	BBG-CL	BALANGA	464	WALL	J.P. RIZAL ST., BRGY. IBABA, BAGAC, BATAAN (Cash Loading by RB BAGAC)
168	BBG-CL	BALANGA	874	LOBBY	CENTRO MEDICO DE SANTISIMO ROSARIO INC. HOSPITAL, ROMAN HIGHWAY, BALANGA, BATAAN
169	BBG-CL	BALER	337	WALL	RURAL BANK OF CASIGURAN, BRGY. 4 POBLACION, CASIGURAN, AURORA
170	BBG-CL	BALER	357	LOBBY	LGU BALER, MUNICIPAL COMPOUND, POBLACION, BALER, AURORA
171	BBG-CL	BALER	358	LOBBY	LGU MA. AURORA - MUNICIPAL COMPOUND, POBLACION, MA. AURORA, AURORA
172	BBG-CL	BALER	359	LOBBY	LGU SAN LUIS, MUNICIPAL COMPOUND, POBLACION, SAN LUIS, AURORA
173	BBG-CL	BALER	360	LOBBY	LGU DIPACULAO, MUNICIPAL COMPUND, POBLACION, DIPACULAO, AURORA
174	BBG-CL	BALER	667	WALL	RURAL BANK OF CASIGURAN, DILASAG BRANCH F. DE LEON ST, DILASAG, AURORA
175	BBG-CL	BALER	947	WALL	AURORA STATE COLLEGE OF TECHNOLOGY (ASCOT) CAMPUS, ADMIN BLDG., BRGY. ZABALI, BALER, AURORA
176	BBG-CL	BALER	1096	LOBBY	BALER PUBLIC MARKET, BRGY. PINGIT, BALER, AURORA
177	BBG-CL	CABANATUAN	138	LOBBY	BRGY. POBLACION CENTRO, ALIAGA, NUEVA ECIJA
178	BBG-CL	CABANATUAN	432	WALL	DPWH, BRGY. SAN ISIDRO, CABANATUAN CITY, NUEVA ECIJA
179	BBG-CL	CABANATUAN	452	WALL	NEW RURAL BANK OF SAN LEONARDO BLDG., GAPAN-OLONGAPO ROAD, POBLACION, CABIAO, NUEVA ECIJA
180	BBG-CL	CABANATUAN	780	WALL	RB SAN LEONARDO, TOURISM BLDG., LGU DINGALAN MUNICIPAL COMPOUND, POBLACION, DINGALAN, AURORA

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181	BBG-CL	CABANATUAN	872	WALL	NEW RURAL BANK OF SAN LEONARDO BLDG., BRGY. DIVERSION, SAN LEONARDO, NUEVA ECIJA
182	BBG-CL	CABANATUAN	889	WALL	NEW RURAL BANK OF SAN LEONARDO, ZARAGOZA BRANCH, BRGY. SAN ISIDRO, ZARAGOZA, NUEVA ECIJA
183	BBG-CL	CABANATUAN	908	LOBBY	NEW RURAL BANK OF SAN LEONARDO, INC. PANTABANGAN BRANCH, PANTABANGAN COMMERCIAL CENTER, EAST POBLACION, PANTABANGAN, NUEVA ECIJA
184	BBG-CL	CABANATUAN	1024	WALL	NEW RURAL BANK OF SAN LEONARDO, INC., GEN. TINIO BRANCH, POBLACION, GEN. TINIO, NUEVA ECIJA
185	BBG-CL	CABANATUAN	1039	WALL	NEW RURAL BANK OF SAN LEONARDO, INC. NAMPICUAN BRANCH, PUBLIC MARKET, POBLACION, NAMPICUAN, NUEVA ECIJA
186	BBG-CL	CABANATUAN	1040	WALL	NEW RURAL BANK OF SAN LEONARDO, STO. DOMINGO BRANCH, 908 ELAURIA BLD, BALOC STO. DOMINGO, NUEVA ECIJA
187	BBG-CL	CABANATUAN	1050	WALL	NEW RURAL BANK OF SAN LEONARDO, INC. LA PAZ BRANCH, BRGY. SAN ISIDRO, LA PAZ, TARLAC
188	BBG-CL	CABANATUAN	1082	LOBBY	JAEN MUNICIPAL HALL, BRGY. SAPANG, JAEN, NUEVA ECIJA
189	BBG-CL	CLARK	345	LOBBY	ANGELES CITY WATER DISTRICT, PAMPANG ROAD, BRGY. LOURDES NORTHWEST, ANGELES CITY
190	BBG-CL	CLARK	699	LOBBY	CLARK DEVELOPMENT CORPORATION, BUILDING 2121, E QUIRINO ST., CLARK FREEPORT ZONE, ANGELES CITY, PAMPANGA
191	BBG-CL	CLARK	700	LOBBY	CLARK DEVELOPMENT CORPORATION, BUILDING 2127, E QUIRINO ST., CLARK FREEPORT ZONE, ANGELES CITY, PAMPANGA
192	BBG-CL	CLARK	826	LOBBY	CIAC CORPORATE OFFICE BUILDING, CIVIL AVIATION COMPLEX, CLARK FREEPORT ZONE, PAMPANGA
193	BBG-CL	CLARK	883	LOBBY	MABALACAT CITY WATER DISTRICT, #0255, MCARTHUR HI-WAY, MABIGA, MABALACAT CITY, PAMPANGA
194	BBG-CL	GUAGUA	997	WALL	GUAGUA RURAL BANK INC., FRIENDSHIP BRANCH, FIL-AM FRIENDSHIP HI-WAY, BRGY. ANUNAS, ANGELES CITY
195	BBG-CL	GUAGUA	998	LOBBY	GUAGUA RURAL BANK INC., MAGALANG BRANCH, POBLACION, SAN NICOLAS 1, MAGALANG, PAMPANGA
196	BBG-CL	GUAGUA	1015	LOBBY	MUNICIPAL HALL, MUNICIPALITY OF BACOLOR, CABAMBANGAN, BACOLOR, PAMPANGA
197	BBG-CL	GUAGUA	1041	WALL	GUAGUA RURAL BANK INC., PORAC BRANCH, GEN. LUNA ST., CANGATBA, PORAC, PAMPANGA
198	BBG-CL	GUAGUA	1054	WALL	GUAGUA RURAL BANK INC., MAIN BRANCH, PLAZA BURGOS, GUAGUA, PAMPANGA
199	BBG-CL	GUAGUA	1055	WALL	GUAGUA RURAL BANK INC., MEXICO BRANCH, POBLACION, PARIAN, MEXICO, PAMPANGA

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200	BBG-CL	GUAGUA	1078	WALL	GUAGUA RURAL BANK BETIS BRANCH, SAN NICOLAS, BETIS, GUAGUA, PAMPANGA
201	BBG-CL	GUAGUA	1094	WALL	GUAGUA RURAL BANK INC., FLORIDABLANCA BRANCH, STA. MARIA ST., POBLACION, FLORIDABLANCA, PAMPANGA
202	BBG-CL	GUAGUA	1113	WALL	GUAGUA RURAL BANK INC., MABALACAT BRANCH, MCARTHUR HIGHWAY CORNER MAWAQUE ROAD, MABIGA, MABALACAT, PAMPANGA
203	BBG-CL	MALOLOS	591	LOBBY	PAGCOR ORIENTAL PAVILION, GUIGUINTO, BULACAN
204	BBG-CL	MALOLOS	1021	LOBBY	MALOLOS CITY GOVERNMENT CENTER, MACARTHUR HIGHWAY, BRGY. BULIHAN, MALOLOS CITY, BULACAN
205	BBG-CL	PALAYAN	444	LOBBY	MASAGANA RURAL BANK, POBLACION, GEN. NATIVIDAD, NUEVA ECIJA
206	BBG-CL	PALAYAN	469	WALL	PROVINCIAL CAPITOL OF NUEVA ECIJA, BRGY. SINGALAT, PALAYAN CITY, NUEVA ECIJA
207	BBG-CL	PALAYAN	1086	LOBBY	MUNICIPAL COMPOUND, MUNICIPALITY OF GABALDON, NUEVA ECIJA
208	BBG-CL	PAMPANGA	242	WALL	JOSE B. LINGAD MEMORIAL GENERAL HOSPITAL, MAC ARTHRUR HIGHWAY, DOLORES, SAN FERNANDO CITY, PAMPANGA
209	BBG-CL	PAMPANGA	289	WALL	DPWH, SINDALAN CITY
210	BBG-CL	PAMPANGA	445	LOBBY	PROVINCIAL COMPOUND CITY OF SAN FERNANDO PAMPANGA
211	BBG-CL	PAMPANGA	668	LOBBY	JOSE B. LINGAD MEMORIAL GENERAL HOSPITAL, MAC ARTHRUR HIGHWAY, DOLORES, SAN FERNANDO CITY, PAMPANGA
212	BBG-CL	PAMPANGA	860	WALL	DPWH PAMPANGA 1ST DISTRICT ENGINEERING OFFICE (DEO), SINDALAN, CITY OF SAN FERNANDO, PAMPANGA
213	BBG-CL	PAMPANGA	861	WALL	BANK OF FLORIDA STA. CRUZ LUBAO BRANCH OFFICE (SCLBO), C. SOTTO STREET, STA. CRUZ, LUBAO, PAMPANGA
214	BBG-CL	PAMPANGA	866	LOBBY	CITY HALL OF SAN FERNANDO CITY, SAN FERNANDO CITY, PAMPANGA
215	BBG-CL	PAMPANGA	867	WALL	BANK OF FLORIDA ARAYAT BRANCH OFFICE, ARAYAT, PAMPANGA
216	BBG-CL	PAMPANGA	959	WALL	MUNICIPALITY OF MEXICO, BRGY. PARIAN, MEXICO, PAMPANGA
217	BBG-CL	PAMPANGA	1029	WALL	CROWN BANK INC., MASANTOL BRANCH, POBLACION, MASANTOL, PAMPANGA
218	BBG-CL	PAMPANGA	1059	LOBBY	JOSE B. LINGAD MEMORIAL GENERAL HOSPITAL, MAC ARTHUR HIGHWAY, DOLORES, SAN FERNANDO CITY, PAMPANGA
219	BBG-CL	SUBIC	169	WALL	OLONGAPO CITY HALL, OLONGAPO CITY
220	BBG-CL	SUBIC	313	LOBBY	JAMES L. GORDON MEMORIAL HOSPITAL, PERIMETER ROAD, NEW ASINAN, OLONGAPO CITY
221	BBG-CL	SUBIC	436	LOBBY	OLONGAPO CITY HALL, OLONGAPO CITY
222	BBG-CL	SUBIC	454	LOBBY	2ND FLOOR, YBC BLDG., RIZAL AVENUE, NEW ASINAN, OLONGAPO CITY
223	BBG-CL	SUBIC	637	LOBBY	GORDON COLLEGE BUILDING, GORDON COLLEGE COMPLEX, EAST TAPINAC, OLONGAPO CITY, ZAMBALES

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224	BBG-CL	SUBIC	1019	LOBBY	LGU BUILDING, R ZAL AVE., WEST BAJAC-BAJAC, OLONGAPO CITY
225	BBG-CL	TARLAC	229	LOBBY	DON BOSCO TECHNICAL INSTITUTE, COMPOUND, SALAZAR COR., SOLIMAN STS., STO. CRISTO, TARLAC CITY, TARLAC
226	BBG-CL	TARLAC	496	WALL	DEP-ED TARLAC, ROMULO HWY, TARLAC CITY, 2300 TARLAC
227	BBG-CL	TARLAC	788	LOBBY	TALON GEN. HOSPITAL, 2ND FLOOR, F. TAÑEDO ST., TARLAC CITY, TARLAC
228	BBG-CL	TARLAC	863	WALL	TARLAC STATE UNIVERSITY, ROMULO BLVD, SAN VICENTE, TARLAC CITY, TARLAC
229	BBG-CL	TARLAC	896	LOBBY	TSU HOTEL, TARLAC STATE UNIVERSITY VILLA LUCINDA CAMPUS, BINAUGANAN, TARLAC CITY, TARLAC
230	BBG-CL	TARLAC	1026	LOBBY	TARLAC MEDICAL CENTER, HOSPITAL DRIVE, FAIRLANE SUBDIVISION, SAN VICENTE, TARLAC CITY, TARLAC
231	BBG-CL	TARLAC	1093	LOBBY	TARLAC MEDICAL CENTER, CAPITOL CENTER, MACABULOS DRIVE, SAN ROQUE, TARLAC CITY, TARLAC
232	BBG-CL	VALENZUELA	350	LOBBY	VALENZUELA CITY HALL, BRGY. KARUHATAN, VALENZUELA CITY
233	BBG-CL	VALENZUELA	377	WALL	CHARIS CHRISTIAN SCHOOL OF VALENZUELA - VALENZUELA CITY
234	BBG-CL	VALENZUELA	820	LOBBY	3S MAYSAN, F. ALARCON, BRGY. MAYSAN, VALENZUELA CITY
235	BBG-CL	VALENZUELA	1075	LOBBY	VALENZUELA MEDICAL CENTER, PADRIGAL ST., KARUHATAN, VALENZUELA CITY
236	BBG-MM	ANTIPOLO	640	LOBBY	ANTIPOLO CITY HALL, M.L. QUEZON COR. CARIGMA ST., BRGY. SAN ROQUE, ANTIPOLO CITY, RIZAL
237	BBG-MM	ANTIPOLO	794	LOBBY	MUNICIPAL GOVERNMENT OF BARAS, JP RIZAL ST., SITIO SORO-SORO, BRGY. SANTIAGO, BARAS, RIZAL
238	BBG-MM	CALOOCAN	449	LOBBY	GROUND FLOOR, KAI MALL, ZABARTE ROAD, CALOOCAN CITY
239	BBG-MM	CALOOCAN	567	LOBBY	DEPED CALOOCAN DIVISION OFFICE, P. SEVILLA ST., CALOOCAN CITY
240	BBG-MM	CALOOCAN	750	LOBBY	G/F, MUNICIPAL BLDG., 8TH AVENUE COR. 8TH AND 9TH STREETS, GRACE PARK, CALOOCAN CITY
241	BBG-MM	CALOOCAN	751	LOBBY	2ND F, MUNICIPAL BLDG., 8TH AVENUE COR. 8TH AND 9TH STREETS, GRACE PARK, CALOOCAN CITY
242	BBG-MM	CALOOCAN	771	LOBBY	CALOOCAN CITY NORTH MEDICAL CENTER, CAMARIN ROAD, CALOOCAN CITY
243	BBG-MM	CALOOCAN	795	LOBBY	CALOOCAN CITY MEDICAL CENTER, 450 A. MABINI ST., POBLACION, CALOOCAN CITY
244	BBG-MM	CALOOCAN	833	LOBBY	LMA DELOS SANTOS BLDG., BLK 2 LT 11 BANKERS VILLAGE II, QUIRINO HIGHWAY BRGY. 184, CALOOCAN CITY
245	BBG-MM	CALOOCAN	909	LOBBY	NEW CALOOCAN CITY HALL SOUTH, 8TH ST. COR. 8TH AVE., BRGY. 103, CALOOCAN CITY
246	BBG-MM	CALOOCAN	974	LOBBY	NEW CALOOCAN CITY HALL NORTH, ZAPOTE RD., CAMARIN, CALOOCAN CITY
247	BBG-MM	COMMONWEALTH	139	WALL	CASHIER'S OFFICE, UP DILIMAN CAMPUS

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248	BBG-MM	HEAD OFFICE	221	LOBBY	SAN LORENZO COMPOUND
249	BBG-MM	HEAD OFFICE	228	LOBBY	BEL-AIR COMPOUND, MAKATI CITY
250	BBG-MM	HEAD OFFICE	243	LOBBY	G/F DOUBLE DRAGON, DD MERIDIAN PARK, MACAPAGAL AVENUE AND EDSA, BAY AREA, PASAY CITY
251	BBG-MM	HEAD OFFICE	565	LOBBY	PHILIPPINE INTERNATIONAL TRADING CORP. (PITC) 3RD FLOOR NDC BLDG. #116 TORDESILLAS ST., SALCEDO VILLAGE, MAKATI CITY
252	BBG-MM	MAKATI	599	LOBBY	ST. CLARE'S MEDICAL CENTER, INC., 1838 DIAN ST., BRGY. PALANAN, MAKATI CITY
253	BBG-MM	MAKATI	613	LOBBY	COLEGIO DE STA. ROSA MAKATI INC., 6321 ESTRELLA ST., BRGY. GUADALUPE VIEJO, MAKATI CITY
254	BBG-MM	MAKATI	766	LOBBY	BARANGAY HALL, GUMAMELA CORNER CAMIA ST., BRGY. GUADALUPE VIEJO, MAKATI CITY
255	BBG-MM	MANILA	134	LOBBY	PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
256	BBG-MM	MANILA	142	LOBBY	PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
257	BBG-MM	MANILA	177	LOBBY	PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
258	BBG-MM	MANILA	297	LOBBY	PNR EXECUTIVE BLDG., MAYHALIGUE ST., TONDO, MANILA
259	BBG-MM	MANILA	298	LOBBY	PNR EXECUTIVE BLDG., MAYHALIGUE ST., TONDO, MANILA
260	BBG-MM	MANILA	306	LOBBY	MANILA CITY HALL, 2ND FLOOR (in front of) SESSION HALL, ARROCEROS ST., MANILA
261	BBG-MM	MANILA	456	WALL	LGU OF MANILA CITY HALL BUILDING, ARROCEROS ST., MANILA
262	BBG-MM	MANILA	459	LOBBY	2ND FLOOR CENTRAL BLOCK, PGH, TAFT AVENUE, ERMITA, MANILA
263	BBG-MM	MANILA	639	LOBBY	PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
264	BBG-MM	MANILA	652	LOBBY	ACCOUNTING AREA, PGH TAFT AVENUE, ERMITA, MANILA
265	BBG-MM	MANILA	939	LOBBY	ENTRANCE LOBBY, G/F, PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
266	BBG-MM	MANILA	940	LOBBY	ENTRANCE LOBBY, G/F, PHILIPPINE GENERAL HOSPITAL (PGH), TAFT AVENUE, ERMITA, MANILA
267	BBG-MM	MANILA-NAKPIL	197	LOBBY	UP MANILA COMPOUND PADRE FAURA, ERMITA
268	BBG-MM	MANILA-NAKPIL	219	LOBBY	MANILA MEDICAL HOSPITAL, 1122 GENERAL LUNA STREET, ERMITA, MANILA
269	BBG-MM	MANILA-NAKPIL	451	LOBBY	PAGCOR CITYSTATE TOWER, ERMITA MANILA
270	BBG-MM	MANILA-NAKPIL	773	LOBBY	UP MANILA, LOBBY OF NATIONAL INSTITUTE OF HEALTH (NIH) BLDG., PEDRO GIL, ERMITA, MANILA
271	BBG-MM	MANILA-NAKPIL	774	LOBBY	UP MANILA, LOBBY OF COLLEGE OF MEDICINE BLDG., (CALDERON HALL), PEDRO GIL, ERMITA, MANILA

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272	BBG-MM	MARIKINA	1011	LOBBY	BARANGAY MALANDAY HALL, NO. 64 MALAYA CORNER VISAYAS ST., MALANDAY, MARIKINA
273	BBG-MM	MARIKINA	1099	LOBBY	LGU MARIKINA CITY HALL, BRGY. STA. ELENA, MARIKINA
274	BBG-MM	MUNTINLUPA	716	LOBBY	MUNTINLUPA CITY HALL, NATIONAL HIGHWAY, BRGY. PUTATAN, MUNTINLUPA CITY
275	BBG-MM	MUNTINLUPA	962	LOBBY	NBP ESCORTING UNIT BLDG., INSULAR PRISON RD., NBP RESERVATION, POBLACION, MUNTINLUPA CITY, METRO MANILA
276	BBG-MM	MUNTINLUPA	1074	LOBBY	RITM CANTEEN, RESEARCH DRIVE, FILINVEST CORPORATE CITY ALABANG, MUNTINLUPA CITY 1781
277	BBG-MM	P. TUAZON	240	LOBBY	OCD/ NDCC COMPOUND, CAMP AGUINALDO, QUEZON CITY
278	BBG-MM	P. TUAZON	450	LOBBY	AFP RSBS - NO.424 CAPINPIN AVENUE, CAMP AGUINALDO QUEZON CITY
279	BBG-MM	P. TUAZON	642	LOBBY	AFP RETIREMENT AND SEPARATION BENEFIT SYSTEM, CAPINPIN AVENUE, CAMP AGUINALDO QUEZON CITY
280	BBG-MM	P. TUAZON	709	LOBBY	NEW ERA UNIVERSITY, INTEGRATED SCHOOL BUILDING, #9 CENTRAL AVENUE, QUEZON CITY
281	BBG-MM	P. TUAZON	711	LOBBY	NEW ERA UNIVERSITY, PROFESSIONAL SCHOOL BUILDING, #9 CENTRAL AVENUE, QUEZON CITY
282	BBG-MM	P. TUAZON	712	LOBBY	NEW ERA UNIVERSITY, MAIN BUILDING, #9 CENTRAL AVENUE, QUEZON CITY
283	BBG-MM	P. TUAZON	832	LOBBY	NEW ERA GENERAL HOSPITAL, COMMONWEALTH AVENUE, COR. TANDANG SORA AVENUE, QUEZON CITY
284	BBG-MM	PASAY	1020	LOBBY	MANILA ADVENTIST CENTER, 1975 DONADA ST. CORNER SAN JUAN ST., PASAY
285	BBG-MM	PASIG	749	LOBBY	PASIG DOCTORS MEDICAL CENTER, 254, AMANG RODRIGUEZ, BRGY. MANGGAHAN, PASIG CITY
286	BBG-MM	QUEZON CITY	149	LOBBY	EAST AVE. MEDICAL CENTER, EAST AVENUE, DILIMAN, QUEZON CITY
287	BBG-MM	QUEZON CITY	417	LOBBY	GRD FLR., NATIONAL KIDNEY AND TRANSPLANT INSTITUTE (NKTI), EAST AVENUE, DILIMAN, QUEZON CITY
288	BBG-MM	QUEZON CITY	418	LOBBY	GROUND FLOOR NATIONAL KIDNEY AND TRANSPLANT INSTITUTE (NKTI), EAST AVE., DILIMAN, QUEZON CITY
289	BBG-MM	QUEZON CITY	422	LOBBY	EAST AVE. MEDICAL CENTER, EAST AVENUE, DILIMAN, QUEZON CITY
290	BBG-MM	QUEZON CITY	428	LOBBY	PHILIPPINE CHILDREN'S MEDICAL CENTER, QUEZON AVE
291	BBG-MM	QUEZON CITY	724	LOBBY	CERID BLDG., GROUND FLOOR, EAST AVENUE MEDICAL CENTER, EAST AVENUE, DILIMAN, QUEZON CITY
292	BBG-MM	QUEZON CITY	725	LOBBY	G/F SSS MAIN OFFICE BLDG., EAST AVENUE, DILIMAN, QUEZON CITY
293	BBG-MM	ROCES AVENUE	635	LOBBY	MTRCB BUILDING LOBBY, NO. 18, TIMOG AVENUE, QUEZON CITY

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294	BBG-MM	ROCES AVENUE	707	LOBBY	MARY THE QUEEN COLLEGE OF QUEZON CITY, INC., COMMONWEALTH AVENUE CORNER ROAD 44, DILIMAN, QUEZON CITY
295	BBG-NL	ABULUG	1111	WALL	LGU MUNICIPAL HALL, BRGY. CENTRO, ABULUG, CAGAYAN
296	BBG-NL	APARRI	353	LOBBY	MUNICIPALITY OF APARRI, MUNICIPAL HALL, CENTRO 1, APARRI, CAGAYAN
297	BBG-NL	APARRI	923	WALL	CAMALANIUGAN PUBLIC MARKET, BULALA, CAMALANIUGAN, CAGAYAN
298	BBG-NL	APARRI	936	LOBBY	CEZA ADMINISTRATION COMPLEX, DUGO-SAN VICENTE ROAD, CENTRO, STA. ANA, CAGAYAN
299	BBG-NL	APARRI	1028	LOBBY	PUBLIC MARKET, BRGY. CENTRO, SANTA ANA, CAGAYAN
300	BBG-NL	BAGUIO	204	LOBBY	ADMIN BLDG., DEPED, BAGUIO TEACHER'S CAMP, LEONARD WOOD ROAD, BAGUIO CITY, BENGUET
301	BBG-NL	BAGUIO	206	LOBBY	UP BAGUIO CAMPUS, GOV. PACK ROAD, BAGUIO CITY, BENGUET
302	BBG-NL	BAGUIO	222	LOBBY	BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER EMERGENCY ROOM, BGH COMPOUND, GOVERNOR PACK ROAD, BAGUIO CITY, BENGUET
303	BBG-NL	BAGUIO	390	LOBBY	RB OF SAGADA, OLD MUNICIPAL HALL, POBLACION, SAGADA MUNICIPALITY, MOUNTAIN PROVINCE
304	BBG-NL	BAGUIO	429	LOBBY	BENECO COLLECTION CENTER, MAHARLIKA LIVELIHOOD CENTER, BAGUIO CITY, BENGUET
305	BBG-NL	BAGUIO	487	LOBBY	UP BAGUIO, GOVERNOR CENTER ROAD, BAGUIO
306	BBG-NL	BAGUIO	559	LOBBY	BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER EMERGENCY ROOM, BGH COMPOUND, GOVERNOR PACK ROAD, BAGUIO CITY, BENGUET
307	BBG-NL	BAGUIO	560	LOBBY	BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER ADMINISTRATIVE OFFICE, BGH COMPOUND, GOVERNOR PACK ROAD, BAGUIO CITY, BENGUET
308	BBG-NL	BAGUIO	696	LOBBY	JHMC OFFICE COMPLEX, JOHN HAY SPECIAL ECONOMIC ZONE, CAMP JOHN HAY, BAGUIO CITY
309	BBG-NL	BAGUIO	697	LOBBY	BAGUIO WATER DISTRICT, 003 PUROK BWD, BRGY. MARCOVILLE, UTILITY ROAD, BAGUIO CITY, BENGUET
310	BBG-NL	BAGUIO	778	LOBBY	MAIN BUILDING, BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER, GOVERNOR PACK ROAD, BAGUIO CITY
311	BBG-NL	BANGUI	502	LOBBY	LGU PAGUDPUD, NATIONAL HIGHWAY, BARANGAY POBLACION II, PAGUDPUD, ILOCOS NORTE
312	BBG-NL	BANGUI	503	LOBBY	LGU BANGUI, NATIONAL HIGHWAY, BARANGAY SAN LORENZO, BANGUI, ILOCOS NORTE
313	BBG-NL	BANGUI	737	LOBBY	MUNICIPAL HALL OF BURGOS, BURGOS, ILOCOS NORTE
314	BBG-NL	BANGUI	777	LOBBY	DUMALNEG MUNICIPAL HALL, DUMALNEG, ILOCOS NORTE

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315	BBG-NL	BANGUI	779	LOBBY	NEW PAGUDPUD PUBLIC MARKET, BRGY. TARRAG, PAGUDPUD, ILOCOS NORTE
316	BBG-NL	BANGUI	913	LOBBY	LGE SHELL GASOLINE SERVICE STATION, BRGY, LANA O, BANGUI, ILOCOS NORTE
317	BBG-NL	CABARROGUIS	638	LOBBY	QUIRINO PROVINCIAL MEDICAL CENTER, PUROK BARULUBONG, BRGY. MANGANDIGAY, CABARROGUIS, QUIRINO
318	BBG-NL	CABARROGUIS	768	LOBBY	MUNICIPAL BLDG., POBLACION NORTE, MADDELA, QUIRINO
319	BBG-NL	CABARROGUIS	848	LOBBY	QUIRINO ELECTRIC COOPERATIVE, AURORA EAST, DIFFUN, QUIRINO
320	BBG-NL	CABARROGUIS	849	LOBBY	LGU CABARROGUIS, MUNICIPAL BLDG., ZAMORA, CABARROGUIS, QUIRINO
321	BBG-NL	CABUGAO	1006	LOBBY	CABUGAO MUNICIPAL HALL, BRGY. RIZAL, CABUGAO, ILOCOS SUR
322	BBG-NL	DAGUPAN	1089	LOBBY	POBLACION, SAN IACINTO, PANGASINAN
323	BBG-NL	DAGUPAN	1110	WALL	ARENAS CIVIC CENTER, POBLACION, MALASIQUI, PANGASINAN
324	BBG-NL	ILAGAN	238	LOBBY	ISABELA PROVINCIAL CAPITOL, ALIBAGU
325	BBG-NL	ILAGAN	292	LOBBY	PROVIDERS CITY - NAGUILIAN, MAGSAYSAY, ILAGAN, ISABELA
326	BBG-NL	ILAGAN	311	LOBBY	MART ONE MALL, BALIGATAN
327	BBG-NL	ILAGAN	906	LOBBY	PROVIDERS MPC MEDICAL CENTER, NATIONAL HIGHWAY, SAN MANUEL, NAGUILIAN, ISABELA
328	BBG-NL	ILAGAN	907	LOBBY	CITY OF ILAGAN WATER DISTRICT, BRGY. OSMEÑA, ILAGAN CITY, ISABELA
329	BBG-NL	ILAGAN	1007	LOBBY	MAIN BLDG., MUNICIPAL HALL, LGU BENITO SOLIVEN, ISABELA
330	BBG-NL	ILAGAN	1008	LOBBY	LGU COMPOUND, DISTRICT 1, CENTRO, GAMU, ISABELA
331	BBG-NL	ILAGAN	1036	LOBBY	BRGY. STA. VICTORIA, CITY OF ILAGAN, ISABELA
332	BBG-NL	ILAGAN	1044	LOBBY	BRGY. STO. FILOMENA, LGU SAN MARIANO, ISABELA
333	BBG-NL	LAL-LC	761	LOBBY	LGU ALLACAPAN, CENTRO WEST, ALLACAPAN, CAGAYAN
334	BBG-NL	LAL-LC	933	LOBBY	GATTARAN MUNICIPAL HALL, GATTARAN, CAGAYAN
335	BBG-NL	LAL-LC	1032	LOBBY	MUNICIPALITY OF LASAM, CENTRO 02, LASAM, CAGAYAN
336	BBG-NL	LAL-LO	1060	LOBBY	DR. TOMAS L. NOLASCO MEMORIAL HOSPITAL REPRODUCTIVE HEALTH CENTER, CENTRO SUR, GATTARAN, CAGAYAN
337	BBG-NL	LAOAG	230	LOBBY	ILOCOS NORTE PROVINCIAL CAPITOL, BARANGAY 9, LAOAG CITY.
338	BBG-NL	LAOAG	279	LOBBY	COR. AG TUPAZ AND BALINTAWAK STS. (INSIDE LAOAG CITY HALL)
339	BBG-NL	LAOAG	299	LOBBY	LAOAG CITY GENERAL HOSPITAL
340	BBG-NL	LAOAG	368	LOBBY	GOV. ROQUE ABLAN SR. MEMORIAL HOSPITAL, P. GOMEZ ST., LAOAG CITY.
341	BBG-NL	LAOAG	478	WALL	MUNICIPAL HALL, LGU SOLSONA, SOLSONA, ILOCOS NORTE
342	BBG-NL	LAOAG	480	LOBBY	PAGCOR, 365 PLAZZA, ILOCOS NORTE

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343	BBG-NL	LAOAG	504	LOBBY	LGU VINTAR, NATIONAL HIGHWAY, BARANGAY II SAN NICOLAS, VINTAR, ILOCOS NORTE
344	BBG-NL	LAOAG	657	LOBBY	NUEVA ERA MUNICIPAL HALL, BRGY. POBLACION, NUEVA ERA, ILOCOS NORTE
345	BBG-NL	LAOAG	665	LOBBY	SARRAT MUNICIPAL PUBLIC MARKET, BRGY. 5 SAN VICENTE, SARRAT, ILOCOS NORTE
346	BBG-NL	LAOAG	775	LOBBY	MUNICIPAL HALL, POBLACION 1, PASUQUIN, ILOCOS NORTE
347	BBG-NL	LAOAG	1014	LOBBY	PROVINCIAL CAPITOL, LAOAG, ILOCOS NORTE
348	BBG-NL	SAN FERNANDO L.U.	124	LOBBY	MUNICIPAL HALL COMPOUND, POBLACION, SUDIPEN, LA UNION
349	BBG-NL	SAN FERNANDO L.U.	245	LOBBY	ILOCOS TRAINING AND REGIONAL MEDICAL CENTER, PARIAN
350	BBG-NL	SAN FERNANDO L.U.	254	LOBBY	DENR REGIONAL 1 OFFICE, GOVERNMENT CENTER, SEVILLA, SAN FERNANDO CITY, LA UNION
351	BBG-NL	SAN FERNANDO L.U.	275	LOBBY	SAN JUAN LA UNION MUNICIPAL HALL
352	BBG-NL	SAN FERNANDO L.U.	343	LOBBY	RURAL BANK OF ROSARIO INC., POBLACION
353	BBG-NL	SAN FERNANDO L.U.	471	WALL	RANG-AY RURAL BANK, INC. G/F E.R MORENO BLDG. NATIONAL HI-WAY BRGY. BARANGOBANG, STA LUCIA, ILOCOS SUR
354	BBG-NL	SAN FERNANDO L.U.	472	WALL	RANG-AY RURAL BANK, INC. G/F BALAY TI UMILI ANNEX BLDG. NATIONAL HI-WAY COR BANGAR-LUNA ROAD CENTRAL EAST, BANGAR, LA UNION
355	BBG-NL	SAN FERNANDO L.U.	473	WALL	RANG-AY RURAL BANK INC. NEW PUBLIC MARKET, NATIONAL HI-WAY, BRGY. POBLACION, BACNOTAN, LA UNION
356	BBG-NL	SAN FERNANDO L.U.	987	WALL	LULA BUILDING, NATIONAL HIGHWAY, SAN ANTONIO, BALAOAN, LA UNION
357	BBG-NL	SAN FERNANDO L.U.	988	WALL	RANG-AY BANK HEAD OFFICE, NISCE BLDG., 67 GOV. LUNA ST., SAN FERNANDO CITY, LA UNION
358	BBG-NL	SAN FERNANDO L.U.	1103	WALL	RANG-AY BANK, LUNA SPORTS COMPLEX, BRGY. ALCALA, LUNA, LA UNION
359	BBG-NL	SAN FERNANDO L.U.	1104	WALL	NATIONAL HIGHWAY, POBLACION ESTE, STA. CRUZ, ILOCOS SUR
360	BBG-NL	SANTIAGO	462	WALL	BANGKO MAGSAYSAY, MAGSAYSAY ROAD, SAGUDAY, QUIRINO, SANTIAGO CITY, ISABELA
361	BBG-NL	SANTIAGO	528	LOBBY	NATIONAL FOOD AUTHORITY, PROVINCIAL ROAD, MABINI, SANTIAGO CITY, ISABELA
362	BBG-NL	SANTIAGO	529	LOBBY	LGU SAN MATEO MUNICIPAL HALL, RIZAL ST., BRGY. 4, SAN MATEO, ISABELA
363	BBG-NL	SANTIAGO	578	WALL	BANGKO MAGSAYSAY (ISA.) INC. - DELFIN ALBANO OFFICE, BRGY. SAN ANTONIO, DELFIN ALBANO, ISABELA
364	BBG-NL	SANTIAGO	579	WALL	BANGKO MAGSAYSAY (ISA.) INC. - SAN PABLO OFFICE, HI-WAY, BARANGAY POBLACION, SAN PABLO, ISABELA
365	BBG-NL	SANTIAGO	588	LOBBY	SOUTHERN ISABELA GENERAL HOSPITAL, ZAMORA ST., ROSARIO, SANTIAGO CITY, ISABELA

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366	BBG-NL	SANTIAGO	600	LOBBY	SANTIAGO WATER DISTRICT (SANWAD), #3 CARREON STREET, CENTRO EAST, SANTIAGO CITY, ISABELA
367	BBG-NL	SANTIAGO	601	LOBBY	CITY HALL, SAN ANDRES, SANTIAGO CITY, ISABELA
368	BBG-NL	SANTIAGO	663	WALL	RB MALLIG PLAINS, MAGDALENA, CABATUAN, ISABELA
369	BBG-NL	SANTIAGO	664	WALL	RB MALLIG PLAINS, SAN LEONARDO, AGLIPAY, QUIRINO
370	BBG-NL	SANTIAGO	676	WALL	SMART, GONZAGA, CAGAYAN
371	BBG-NL	SANTIAGO	677	WALL	FICO BANK, TORIO ST., BRGY. 1, JONES, ISABELA
372	BBG-NL	SANTIAGO	678	WALL	FICO BANK, NATIONAL HIGHWAY, LINGALING, TUMAUINI, ISABELA
373	BBG-NL	SANTIAGO	679	WALL	MPRBI MALLIG, ISABELA
374	BBG-NL	SANTIAGO	680	WALL	FICO BANK, MUN CIPAL COMPOUND, CENTRO SOUTH WEST, SOLANA, CAGAYAN
375	BBG-NL	SANTIAGO	808	WALL	FICO BANK, ALBERTO CO BLDG., NATIONAL HIGHWAY, A. BONIFACIO, DIFFUN, QUIRINO
376	BBG-NL	SANTIAGO	809	WALL	FICO BANK, CASTILLO BLDG., OLD PUBLIC MARKET, PAGGAF PAN, ECHAGUE, ISABELA
377	BBG-NL	SANTIAGO	810	WALL	FICO BANK BLDG. MAGSAYSAY ST., POBLACION NORTE, MADDELA, QUIRINO
378	BBG-NL	SANTIAGO	811	WALL	FICO BANK BLDG. MONTEMAYOR ST., POBLACION, MALASIQUI, PANGASINAN
379	BBG-NL	SANTIAGO	812	WALL	FICO BANK BLDG., AGLIPAY ST., POBLACION SUR, RIZAL, NUEVA ECIJA
380	BBG-NL	SANTIAGO	813	WALL	MUNICIPAL BUILDING, GOMEZ, SAN ISIDRO, ISABELA
381	BBG-NL	SANTIAGO	814	WALL	FICO BANK BLDG., NATIONAL HIGHWAY, SAN ISIDRO, ZARAGOZA, NUEVA ECIJA
382	BBG-NL	SANTIAGO	815	WALL	FICO BANK BLDG., ALICIA-SAN MATEO ROAD, ANTONINO, ALICIA, ISABELA
383	BBG-NL	SANTIAGO	816	WALL	FICO BANK, WDN BLDG., NATIONAL HIGHWAY, SAN JOSE, AURORA, ISABELA
384	BBG-NL	SOLANO	744	LOBBY	VILLAVERDE MUN CIPAL BUILDING, PROVINCIAL HIGHWAY, BARANGAY POBLACION, VILLAVERDE MUNICIPALITY, NUEVA VIZCAYA
385	BBG-NL	SOLANO	1052	LOBBY	NATIONAL HIGHWAY, SALUBRIS MEDICAL CENTER, SOLANO, NUEVA VIZCAYA
386	BBG-NL	TABUK	198	LOBBY	TABUK CITY HALL, DAGUPAN, TABUK CITY, KALINGA
387	BBG-NL	TABUK	211	LOBBY	KALINGA APAYAO PROVINCIAL HOSPITAL, BULANAO TABUK
388	BBG-NL	TABUK	658	WALL	DPWH - LOWER KALINGA ENGINEERING, DISTRICT OFFICE, FURK 06, BULANAO, TABUK CITY, KALINGA
389	BBG-NL	TUGUEGARAO	231	LOBBY	CITY GOVT. OF TUGUEGARAO BLDG., ENRILE BLVD., CARIG SUR
390	BBG-NL	TUGUEGARAO	405	LOBBY	LGU SOLANA, SOLANA PUBLIC MARKET, CENTRO SOUTHEAST, SOLANA, CAGAYAN
391	BBG-NL	TUGUEGARAO	534	LOBBY	CAGAYAN STATE UNIVERSITY-ANDREW'S CAMPUS CARITAN SUR, TUGUEGARAO CITY, CAGAYAN

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392	BBG-NL	TUGUEGARAO	535	LOBBY	CAGAYAN STATE UNIVERSITY - CARIG CAMPUS, ADMINISTRATIVE BLDG., CARIG SUR, TUGUEGARAO CITY, CAGAYAN
393	BBG-NL	TUGUEGARAO	835	WALL	LGU BAGGAAO, MUNICIPAL HALL OF BAGGAAO, SAN JOSE, BAGGAAO, CAGAYAN
394	BBG-NL	TUGUEGARAO	836	WALL	LGU PIAT, POBLACION 1, PIAT, CAGAYAN
395	BBG-NL	TUGUEGARAO	920	WALL	ENRILE MUNICIPAL HALL, ENRILE, CAGAYAN
396	BBG-NL	TUGUEGARAO	921	WALL	PROVINCIAL CAPITOL OF CAGAYAN, ENRILE BLVD., CARIG SUR, TUGUEGARAO CITY, CAGAYAN
397	BBG-NL	TUGUEGARAO	922	WALL	CAGAYAN VALLEY MEDICAL CENTER, CARIG, TUGUEGARAO CITY, CAGAYAN
398	BBG-NL	TUGUEGARAO	1000	LOBBY	LGU BAGGAAO, MUNICIPAL GOV'T OF BAGGAAO, SAN JOSE, BAGGAAO, CAGAYAN
399	BBG-NL	TUGUEGARAO	1001	WALL	LGU RIZAL, KALINGA
400	BBG-NL	TUGUEGARAO	1056	LOBBY	LGU TUGUEGARAO CITY, REGIONAL GOVERNMENT CENTER, CAGAYAN
401	BBG-NL	VIGAN	481	LOBBY	LGU CAOAYAN, BRGY. DON DIMAS QUERUBIN, CAOAYAN, ILOCOS SUR
402	BBG-NL	VIGAN	873	LOBBY	MUNICIPAL BLDG., SAN ILDEFONSO, ILOCOS SUR
403	BBG-NM	BUTUAN	203	WALL	J.C AQUINO AVENUE, AGUSAN DEL NORTE COOPERATIVE, J.C AQUINO AVENUE, BUTUAN CITY
404	BBG-NM	BUTUAN	446	WALL	LGU BUTUAN, JOSE ROSALES AVE., BUTUAN CITY HALL, BUTUAN CITY
405	BBG-NM	BUTUAN	783	LOBBY	DPWH REGIONAL OFFICE, J. ROSALES AVENUE, BUTUAN CITY, AGUSAN DEL NORTE
406	BBG-NM	BUTUAN	971	LOBBY	LGU BUTUAN, JOSE ROSALES AVE., BUTUAN CITY HALL, BUTUAN CITY
407	BBG-NM	CAGAYAN DE ORO	113	WALL	NORTHERN MINDANAO MEDICAL CENTER (NMMC), CAPITOL COMPOUND, CORRALES AVENUE, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
408	BBG-NM	CAGAYAN DE ORO	378	LOBBY	MINDANAO UNIVERSITY OF SCIENCE AND TECHNOLOGY, C.M RECTO AVENUE
409	BBG-NM	CAGAYAN DE ORO	379	LOBBY	CAGAYAN DE ORO WATER DISTRICT
410	BBG-NM	CAGAYAN DE ORO	584	LOBBY	CITY HALL BUILDING, CAPISTRANO HAYES STREET, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
411	BBG-NM	CAGAYAN DE ORO	618	LOBBY	DOH COMPOUND, JV SERINA ST., CARMEN, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
412	BBG-NM	CAGAYAN DE ORO	828	WALL	DPWH COMPOUND, MOTHER OF PERPETUAL HELP AVE., BULUA, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
413	BBG-NM	CAGAYAN DE ORO	977	LOBBY	MUNICIPAL HALL OF TALAKAG, GUILLERMO ST., BARANGAY 2 POBLACION, TALAKAG, BUKIDNON
414	BBG-NM	CLAVER	834	WALL	MUNICIPAL HALL, LGU CLAVER, CLAVER, SURIGAO DEL NORTE
415	BBG-NM	CLAVER	859	LOBBY	MUNICIPAL HALL, BRGY. POBLACION, BACUAG, SURIGAO DEL NORTE
416	BBG-NM	CLAVER	954	LOBBY	LGU GIGAQUIT MUNICIPAL HALL, BRGY. IPIL, GIGAQUIT, SURIGAO DEL NORTE
417	BBG-NM	CLAVER	958	LOBBY	LGU PLACER MUNICIPAL HALL, POBLACION, PLACER, SURIGAO DEL NORTE

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418	BBG-NM	CLAVER	1068	WALL	KAITAN BLDG., P1, BRGY. TAGANITO, CLAVER, SURIGAO DEL NORTE
419	BBG-NM	ILIGAN	296	LOBBY	ADVENTIST MEDICAL CENTER COLLEGE, TIBANGA, ILIGAN CITY
420	BBG-NM	ILIGAN	708	WALL	KAUSWAGAN MUNICIPALITY, POBLACION, KAUSWAGAN, LANA O DEL NORTE
421	BBG-NM	ILIGAN	957	LOBBY	PEREZ SHELL GASOLINE STATION, NATIONAL HIGHWAY, POBLACION, LUGAIT, MISAMIS ORIENTAL
422	BBG-NM	ILIGAN	965	LOBBY	BARANGAY NANGKA, NATIONAL HIGHWAY, BALOI, LANA O DEL NORTE
423	BBG-NM	ILIGAN	970	LOBBY	ILIGAN BUS-JEEPNEY TERMINAL, TAMBO, ILIGAN CITY
424	BBG-NM	ILIGAN	1087	LOBBY	DEPED ILIGAN DIVISION OFFICE, AGUINALDO ST., ILIGAN CITY, LANA O DEL NORTE
425	BBG-NM	ILIGAN	1088	LOBBY	LGU ILIGAN CITY HALL, BUHANGINAN HILLS, PALA-O, ILIGAN CITY, LANA O DEL NORTE
426	BBG-NM	LIMKETKAI	152	LOBBY	MISAMIS ORIENTAL GENERAL COMPREHENSIVE HIGH SCHOOL (MOGCHS), 2020 DON APOLINAR VELEZ ST., CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
427	BBG-NM	LIMKETKAI	383	LOBBY	LIBERTAD MUNICIPAL HALL, LIBERTAD, MISAMIS ORIENTAL
428	BBG-NM	LIMKETKAI	384	LOBBY	LAGUINDINGAN INTERNATIONAL AIRPORT, LAGUINDINGAN, MISAMIS ORIENTAL (DEPARTURE) (Cash Loading by BR since May 2015)
429	BBG-NM	LIMKETKAI	827	LOBBY	DEPED CDO DIVISION, FR. WILLIAM F. MASTERSON, S.J. AVENUE, BRGY. UPPER BALULANG, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
430	BBG-NM	LIMKETKAI	895	LOBBY	TOYOTA CAGAYAN DE ORO, KM 3 NATIONAL HIGHWAY, KAUSWAGAN, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL
431	BBG-NM	MALAYBALAY	199	LOBBY	JOSE UN BLDG., MORENO CORNER FORTICH STREET, MALAYBALAY CITY, BUKIDNON
432	BBG-NM	MALAYBALAY	403	WALL	MKAVI COMPOUND, LOWER PATAG, ALANIB, LANTAPAN, BUKIDNON
433	BBG-NM	MALAYBALAY	781	LOBBY	MUNICIPAL HALL BLDG., LANTAPAN, BUKIDNON
434	BBG-NM	MALAYBALAY	841	LOBBY	JOSE UN BLDG., CORNER MORENO-FORTICH STREETS, MALAYBALAY CITY, BUKIDNON
435	BBG-NM	MALAYBALAY	842	LOBBY	JOSE UN BLDG., CORNER MORENO-FORTICH STREETS, MALAYBALAY CITY, BUKIDNON
436	BBG-NM	MALAYBALAY	985	LOBBY	DEPED DIVISION OF BUKIDNON, SAYRE HIGHWAY, SUMPCING, MALAYBALAY CITY, BUKIDNON
437	BBG-NM	MALAYBALAY	1049	LOBBY	LEGISLATIVE BLDG., LGU LANTAPAN, LANTAPAN, BUKIDNON
438	BBG-NM	MANGAGOY	260	WALL	POBLACION BISLIG CITY HALL
439	BBG-NM	MANGAGOY	372	WALL	FARMER'S INFORMATION TECHNOLOGY (FITS) CENTER, BRGY. AQUINO, HINATUAN, SURIGAO DEL SUR
440	BBG-NM	MANGAGOY	404	WALL	MUNICIPAL BUILDING HALL, PROSPERO ST., PUROK DAHLIA, POBLACION, BOSTON, DAVAO ORIENTAL

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441	BBG-NM	MANGAGOY	411	WALL	BISLIG CITY WATER DISTRICT, JOHN BOSCO DISTRICT, MANGAGOY, BISLIG CITY
442	BBG-NM	SAN FRANCISCO	412	LOBBY	AGUSAN DEL SUR ELECTRIC COOPERATIVE, INC.(ASELCO)BRGY.SAN ISIDRO,SAN FRANCISCO, AGUSAN DEL SUR
443	BBG-NM	SAN FRANCISCO	476	LOBBY	LEGISLATIVE BLDG., PROVINCIAL CAPITOL, BRGY. PATIN-AY, PROSPERIDAD, AGUSAN DEL SUR
444	BBG-NM	SAN FRANCISCO	619	LOBBY	SAN FRANCISCO DOCTORS HOSPITAL, INC., BRGY. HUBANG, SAN FRANCISCO, AGUSAN DEL SUR
445	BBG-NM	SAN FRANCISCO	972	WALL	MUNICIPALITY OF SAN FRANCISCO BLDG., BRGY. 3, SAN FRANCISCO, AGUSAN DEL SUR
446	BBG-NM	SAN FRANCISCO	1038	WALL	MUNICIPAL HALL OF LGU SIBAGAT, PUROK 2, POBLACION, SIBAGAT, AGUSAN DEL SUR
447	BBG-NM	SAN JOSE, DINAGAT	926	LOBBY	TUBAJON MUNICIPAL HALL, BRGY. SAN VICENTE, TUBAJON, DINAGAT ISLANDS
448	BBG-NM	SAN JOSE, DINAGAT	927	LOBBY	SAN JOSE MUNICIPAL HALL, STA. CRUZ, SAN JOSE, DINAGAT ISLANDS
449	BBG-NM	SAN JOSE, DINAGAT	928	LOBBY	LGU DINAGAT MUNICIPAL HALL, BRGY. MAUSWAGON, DINAGAT, DINAGAT ISLANDS
450	BBG-NM	SAN JOSE, DINAGAT	929	LOBBY	PROVINCE OF DINAGAT ISLANDS PROVINCIAL CAPITOL BLDG. (LOBBY), CUARENTA, SAN JOSE, DINAGAT ISLANDS
451	BBG-NM	SAN JOSE, DINAGAT	1002	LOBBY	LIBJO MUNICIPAL HALL, SAN ANTONIO, LIBJO, PROVINCE OF DINAGAT ISLANDS
452	BBG-NM	SAN JOSE, DINAGAT	1051	LOBBY	LORETO MUNICIPAL HALL, BRGY. CARMEN, LORETO, PROVINCE OF DINAGAT ISLANDS
453	BBG-NM	SIARGAO	742	WALL	SIARGAO AIRPORT, DEL CARMEN MUNICIPALITY, SURIGAO DEL NORTE
454	BBG-NM	SIARGAO	1072	LOBBY	MUNICIPAL HALL, GENERAL LUNA, SURIGAO DEL NORTE
455	BBG-NM	SURIGAO	263	WALL	CAPITOL COMPOUND, SURIGAO CITY
456	BBG-NM	SURIGAO	394	WALL	SURIGAO METROPOLITAN WATER DISTRICT, KM. 2, NATIONAL HIGHWAY, SURIGAO CITY
457	BBG-NM	SURIGAO	477	WALL	LGU MAINIT - MAINIT, SURIGAO DEL NORTE (CANTILAN BANK ALEGRIA)
458	BBG-NM	TANDAG	604	LOBBY	PROVINCIAL CAPITOL, BRGY. TELAJE, TANDAG CITY, SURIGAO DEL SUR
459	BBG-NM	TANDAG	605	LOBBY	SURSECO II, BALILAHAN, MABUA, TANDAG CITY, SURIGAO DEL SUR
460	BBG-NM	TANDAG	669	WALL	RURAL BANK OF LANUZA, MAIN BRANCH, URBIZTONDO COR., AREEZA STS., CANTILAN, SURIGAO DEL SUR
461	BBG-NM	TANDAG	670	WALL	RURAL BANK OF LANUZA, CARMEN BRANCH, NATIONAL HIGHWAY, POBLACION, CARMEN, SURIGAO DEL SUR
462	BBG-NM	TANDAG	671	WALL	RURAL BANK OF LANUZA, MADRID BRANCH, NATIONAL HIGHWAY, POBLACION, MADRID, SURIGAO DEL SUR
463	BBG-NM	TRENTO	904	LOBBY	TRENTO MUNICIPAL HALL, POBLACION, TRENTO, AGUSAN DEL SUR
464	BBG-NM	TUBOD	976	LOBBY	TERMINAL BLDG. AND PUBLIC MARKET, CABILI ST., BRGY. POBLACION, MUN. OF KOLAMBUGAN, LANA DEL NORTE
465	BBG-NM	TUBOD	991	LOBBY	PROVINCIAL BUILDING, TUBOD, LANA DEL NORTE

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466	BBG-NM	TUBOD	992	LOBBY	NATIONAL HIGHWAY, MUNICIPAL GROUND, LGU-SULTAN NAGA DIMAPORO, LANA O DEL NORTE
467	BBG-NM	TUBOD	993	LOBBY	MAIGO NATIONAL HIGH SCHOOL, PUROK 5, LABU-AY, LINAMON-ZAMBOANGA ROAD/NATIONAL HIGHWAY, MUNICIPALITY OF MAIGO, LANA O DEL NORTE
468	BBG-NM	VALENCIA	217	LOBBY	MUNICIPAL HALL BLDG., POBLACION, KALILANGAN, BUKIDNON
469	BBG-NM	VALENCIA	519	WALL	MUNICIPAL HALL OF LGU SAN FERNANDO, HALAPITAN, SAN FERNANDO, BUKIDNON
470	BBG-NM	VALENCIA	723	WALL	ADVENTIST MEDICAL CENTER, A. AGUILAR ST., POBLACION, VALENCIA CITY, BUKIDNON
471	BBG-NM	VALENCIA	767	WALL	MUNICIPAL BLDG., PUROK 5, HALAPITAN, SAN FERNANDO, BUKIDNON
472	BBG-NM	VALENCIA	879	LOBBY	LGU MARAMAG, MUNICIPAL HALL, BRGY. ANAHAWON, MARAMAG, BUKIDNON
473	BBG-NM	VALENCIA	995	LOBBY	JUAN LUNA ST., POBLACION, KITAOTAO, BUKIDNON
474	BBG-NM	VALENCIA	1066	WALL	MUNICIPAL HALL, LGU KIBAW E, BUKIDNON MUNICIPALITY, WEST KIBAW E, KIBAW E, BUKIDNON
475	BBG-NM	VILLANUEVA	630	LOBBY	UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES (USTP), MAGSAYSAY ST., POBLACION, CLAVERIA, MISAMIS ORIENTAL
476	BBG-NM	VILLANUEVA	631	LOBBY	MUNICIPAL BUILDING, MUNICIPALITY OF CLAVERIA, MISAMIS ORIENTAL
477	BBG-NM	VILLANUEVA	714	WALL	MUNICIPAL BUILDING, MUNICIPALITY OF VILLANUEVA, MISAMIS ORIENTAL
478	BBG-NM	VILLANUEVA	732	WALL	RURAL BANK OF TALISAYAN, JASAAN BRANCH, LOWER JASAAN, JASAAN, MISAMIS ORIENTAL
479	BBG-NM	VILLANUEVA	884	WALL	RURAL BANK OF MEDINA, INC., SOUTH POBLACION, MEDINA, MISAMIS ORIENTAL
480	BBG-NM	VILLANUEVA	893	LOBBY	LGU MALITBOG MUNICIPAL HALL, MALITBOG, BUKIDNON
481	BBG-NM	VILLANUEVA	894	LOBBY	INTEGRATED BUS TERMINAL, BRGY. LINGANGAO, BALINGASAG, MISAMIS ORIENTAL
482	BBG-NM	VILLANUEVA	901	LOBBY	NEGOSYO CENTER, TAGOLOAN, MISAMIS ORIENTAL
483	BBG-SL	BACOR	577	LOBBY	LOWER GROUND FLOOR, BACOR CITY HALL, BACOR BLVD., BAYANAN, BACOR CITY, CAVITE
484	BBG-SL	BACOR	819	LOBBY	BACOR CITY HALL (EMPLOYEE'S ENTRANCE), BACOR BLVD., BAYANAN, BACOR CITY, CAVITE
485	BBG-SL	BACOR	876	LOBBY	CITY HALL BLDG. (MAIN ENTRANCE), BAGUMBAYAN, GENERAL TRIAS CITY, CAVITE
486	BBG-SL	BACOR	877	LOBBY	CITY HALL BLDG. (LOBBY), BAGUMBAYAN, GENERAL TRIAS CITY, CAVITE
487	BBG-SL	BACOR	878	LOBBY	ANTERO SORIANO HIGHWAY, DAANG AMAYA I, TANZA, CAVITE
488	BBG-SL	BATANGAS	314	LOBBY	MUNICIPAL HALL OF LOBO, MALVAR ST., POBLACION, LOBO BATANGAS

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489	BBG-SL	BATANGAS	435	LOBBY	MUNICIPAL HALL OF SAN PASCUAL, BATANGAS
490	BBG-SL	BATANGAS	443	LOBBY	CITY HALL COMPOUND OF BATANGAS, P. BURGOS STREET, BATANGAS CITY
491	BBG-SL	BATANGAS	447	LOBBY	MUNICIPAL HALL OF LOBO, MALVAR ST., POBLACION, LOBO, BATANGAS
492	BBG-SL	BATANGAS	448	LOBBY	BANGKO KABAYAN, SANTIAGO ST., POBLACION, IBAAN, BATANGAS
493	BBG-SL	BATANGAS	482	LOBBY	BANGKO KABAYAN (HEAD OFFICE) SANTIAGO STREET, POBLACION, IBAAN, BATANGAS
494	BBG-SL	BATANGAS	483	LOBBY	BANGKO KABAYAN-CALATAGAN BRANCH, AYALA STREET, BARANGAY 3, POBLACION, CALATAGAN, BATANGAS
495	BBG-SL	BATANGAS	484	LOBBY	BANGKO KABAYAN-CUENCA BRANCH, NATIONAL ROAD, CUENCA, BATANGAS
496	BBG-SL	BATANGAS	501	WALL	BANGKO KABAYAN-AGONCILLO BRANCH, J MENDOZA STREET, POBLACION, AGONCILLO, BATANGAS
497	BBG-SL	BATANGAS	1092	LOBBY	NEW LOBO PUBLIC MARKET COMPOUND, POBLACION, LOBO, BATANGAS
498	BBG-SL	CALAPAN	386	LOBBY	NAUJAN NEW MUNICIPAL HALL, MABINI ST., POBLACION, NAUJAN, ORIENTAL MINDORO
499	BBG-SL	CALAPAN	614	LOBBY	NAUJAN MUNICIPAL HALL, MABINI ST., POBLACION, NAUJAN, ORIENTAL MINDORO
500	BBG-SL	CALAPAN	706	LOBBY	BACO MUNICIPAL HALL, POBLACION, BACO, ORIENTAL MINDORO
501	BBG-SL	CALAPAN	776	LOBBY	BAHAY TUKLASAN CENTER, NAUJAN, ORIENTAL MINDORO
502	BBG-SL	CALAPAN	796	LOBBY	ORIENTAL MINDORO PROVINCIAL HOSPITAL, BRGY. STA. ISABEL, CALAPAN CITY, ORIENTAL MINDORO
503	BBG-SL	CALAPAN	1013	LOBBY	ORIENTAL TAMARAW RURAL BANK OF NAUJAN, INC. (OTRBN), NATIONAL HIGHWAY, BRGY. BARCENAGA, NAUJAN, ORIENTAL MINDORO
504	BBG-SL	DASMARINAS	497	LOBBY	NEW IMUS CITY HALL COMPLEX, MALAGASANG 1-G, IMUS CITY, CAVITE
505	BBG-SL	DASMARINAS	752	LOBBY	GENERAL EMILIO AGUINALDO MEDICAL SCHOOL FOUNDATION INC., BRGY. SALITRAN II, DASMARIÑAS CITY, CAVITE
506	BBG-SL	DASMARINAS	753	LOBBY	NEW IMUS CITY HALL COMPLEX, MALAGASANG 1-G, IMUS CITY, CAVITE
507	BBG-SL	DASMARINAS	754	LOBBY	NEW IMUS CITY HALL COMPLEX, MALAGASANG 1-G, IMUS CITY, CAVITE
508	BBG-SL	DASMARINAS	755	LOBBY	G/F, MUNICIPAL HALL, SILANG, CAVITE
509	BBG-SL	DASMARINAS	756	LOBBY	GENERAL EMILIO AGUINALDO MEDICAL SCHOOL FOUNDATION INC., BRGY. SALITRAN II, DASMARIÑAS CITY, CAVITE
510	BBG-SL	DASMARINAS	871	LOBBY	DPWH, BRGY. DE OCAMPO, TRECE MARTIRES CITY, CAVITE
511	BBG-SL	DASMARINAS	980	LOBBY	MOL MAGSAYSAY MARITIME, TRINIDAD AVE, BRGY. SALITRAN IV, DASMARIÑAS, CAVITE
512	BBG-SL	DASMARINAS	1084	LOBBY	OSPITAL NG IMUS (ONI), PEDRO REYES ST., MALAGASANG ROAD, IMUS CITY, CAVITE
513	BBG-SL	LIPA	180	LOBBY	LIPA CITY HALL BLDG., MARAWOY, LIPA CITY, BATANGAS

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514	BBG-SL	LIPA	213	LOBBY	LIPA WATER DISTRICT
515	BBG-SL	LIPA	355	LOBBY	MUNICIPALITY OF TAYSAN, BATANGAS
516	BBG-SL	LIPA	463	WALL	PUBLIC MARKET SITE, POBLACION, PADRE GARCIA, BATANGAS
517	BBG-SL	LIPA	694	WALL	TAYSAN MUNICIPAL HALL, TAYSAN, BATANGAS
518	BBG-SL	LIPA	739	WALL	BAUAN MUNICIPAL HALL, F. MANGOBOS ST., POBLACION I, BAJAN, BATANGAS
519	BBG-SL	LIPA	1030	LOBBY	NEW MUNICIPAL BUILDING OF SAN JOSE BATANGAS, BRGY. DON LUIS, SAN JOSE, BATANGAS
520	BBG-SL	LIPA	1109	WALL	MUNICIPAL HALL OF SAN NICOLAS, BRGY. POBLACION, SAN NICOLAS, BATANGAS
521	BBG-SL	LUCENA	351	WALL	QUEZON METROPOLITAN WATER DISTRICT, MAHARLIKA HI-WAY, RED-V, LUCENA CITY, QUEZON PROVINCE
522	BBG-SL	LUCENA	802	LOBBY	LUCENA CITY HALL BLDG., MAHARLIKA HI-WAY, DIVERSION ROAD, BRGY. KANLURANG MAYAO, LUCENA CITY, QUEZON PROVINCE
523	BBG-SL	PUERTO PRINCESA	112	LOBBY	PUERTO PRINCESA WATER DISTRICT SOUTH NATIONAL HIGHWAY, PUERTO PRINCESA CITY, PALAWAN
524	BBG-SL	PUERTO PRINCESA	328	LOBBY	PALAWAN STATE UNIVERSITY CAMPUS TINUIGIBAN, PUERTO PRINCESA CITY, PALAWAN
525	BBG-SL	PUERTO PRINCESA	421	LOBBY	MUNICIPALITY OF ABORLAN, BRGY. MAGSAYSAY, ABORLAN, PALAWAN
526	BBG-SL	PUERTO PRINCESA	701	WALL	WESTERN PHILIPPINES UNIVERSITY (MAIN CAMPUS), BRGY. SAN JUAN, ABORLAN, PALAWAN
527	BBG-SL	PUERTO PRINCESA	951	LOBBY	LGU QUEZON, QUEZON, PALAWAN
528	BBG-SL	PUERTO PRINCESA	952	LOBBY	LGU NARRA, NARRA, PALAWAN
529	BBG-SL	PUERTO PRINCESA	1077	LOBBY	PUBLIC MARKET, BRGY. 2, ROXAS, PALAWAN
530	BBG-SL	ROMBLON	793	LOBBY	MUNICIPAL HALL, LGU CAJIDIOCAN, ROMBLON
531	BBG-SL	ROMBLON	840	LOBBY	MUNICIPAL HALL, SAN AGUSTIN, ROMBLON
532	BBG-SL	ROMBLON	844	LOBBY	MUNICIPAL HALL, SAN FERNANDO, ROMBLON
533	BBG-SL	ROMBLON	854	WALL	MUNICIPAL BLDG., POBLACION, MAGDIWANG, ROMBLON
534	BBG-SL	ROMBLON	1012	LOBBY	BRGY IV-POBLACION, ROMBLON, ROMBLON
535	BBG-SL	SAN JOSE	212	LOBBY	OCCIDENTAL MINDORO STATE COLLEGE, QUIRINO ST, SAN JOSE, 5100 OCCIDENTAL MINDORO
536	BBG-SL	SAN JOSE	280	LOBBY	MUNICIPAL BUILDING, BULALACAO, ORIENTAL MINDORO
537	BBG-SL	SAN JOSE	645	LOBBY	MUNICIPAL COMPOUND, CALINTAAN, OCCIDENTAL MINDORO
538	BBG-SL	SAN JOSE	762	LOBBY	ADMIN BLDG., MINDORO STATE COLLEGE, LABANGAN POBLACION, SAN JOSE, OCCIDENTAL MINDORO
539	BBG-SL	SAN JOSE	763	LOBBY	MUNICIPAL BLDG., MAGSAYSAY, OCCIDENTAL MINDORO
540	BBG-SL	SAN JOSE	764	LOBBY	MUNICIPAL COMPOUND, RIZAL, RIZAL, OCCIDENTAL MINDORO

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541	BBG-SL	SAN JOSE	1037	LOBBY	MUNICIPAL HALL, SAN JOSE, OCCIDENTAL MINDORO
542	BBG-SL	SAN JOSE	1083	LOBBY	MUNICIPAL HALL, BRGY. BUENAVISTA, SABLAYAN, OCCIDENTAL MINDORO
543	BBG-SL	STA. CRUZ	352	LOBBY	MUNICIPAL HALL OF CAVINTI, POBLACION, CAVINTI, LAGUNA
544	BBG-SL	STA. CRUZ	571	LOBBY	RHU BUILDING, MUNICIPALITY OF MAGDALENA, LAGUNA
545	BBG-SL	STA. CRUZ	572	LOBBY	MUNICIPAL HALL OF VICTORIA, E. QUIRINO ST., BRGY. NANHAYA, VICTORIA, LAGUNA
546	BBG-SL	STA. CRUZ	573	LOBBY	FIRST LAGUNA ELECTRIC COOPERATIVE BLDG., LUMBAN, LAGUNA
547	BBG-SL	STA. CRUZ	592	LOBBY	MUNICIPAL HALL OF MAJAYJAY, PLAZA RIZAL ST., BRGY. STA. CATALINA, MAJAYJAY, LAGUNA
548	BBG-SL	STA. CRUZ	759	LOBBY	MUNICIPAL BLDG., REAL VELASQUEZ ST., BRGY. II, STA. MARIA, LAGUNA
549	BBG-SL	STA. CRUZ	887	LOBBY	SPACIO CALIRAYA, LUMBAN-CAVINTI NATIONAL ROAD, BRGY. LEWIN, LUMBAN, LAGUNA
550	BBG-SL	STA. ROSA	442	LOBBY	GROUND FLOOR, GLOBAL MEDICAL CENTER OF LAGUNA INC., NATIONAL HIGHWAY, BANLIC, CABUYAO CITY, LAGUNA
551	BBG-SL	STA. ROSA	935	LOBBY	NEW CITY HALL - CITY GOVT. OF STA. ROSA, J.P RIZAL BLVD., BRGY. MALUSAK, STA. ROSA CITY, LAGUNA
552	BBG-SL	TAYTAY	869	LOBBY	MUNICIPAL ECONOMIC ENTERPRISES DEVT. OFFICE, (MEEDO), PUBLIC MARKET, POBLACION, SAN VICENTE, PALAWAN
553	BBG-SL	TAYTAY	1101	LOBBY	LGU LEGISLATIVE BLDG., BRGY. MALIGAYA, EL NIDO, PALAWAN
554	BBG-SM	COTABATO	277	WALL	NOTRE DAMME UNIVERSITY, NOTRE DAMME AVENUE, COTABATO CITY, MAGUINDANAO
555	BBG-SM	COTABATO	388	WALL	AL AMANAH ISLAMIC BANK (COTABATO BRANCH), G/F HUA HING BLDG., SINSUAT AVE., COTABATO CITY
556	BBG-SM	COTABATO	892	WALL	COTABATO STATE UNIVERSITY, SINSUAT AVE., COTABATO CITY, MAGUINDANAO
557	BBG-SM	COTABATO	967	LOBBY	METRO COTABATO WATER DISTRICT, #03 GOVERNOR GUTIERREZ AVENUE, BRGY ROSARY HEIGHTS 7, COTABATO CITY
558	BBG-SM	DAVAO	107	LOBBY	NEW CITY HALL OF SAMAL, BABAK-SAMAL-KAPUTIAN ROAD, BRGY. PEÑAPLATA, ISLAND GARDEN CITY OF SAMAL (IGACOS), DAVAL DEL NORTE
559	BBG-SM	DAVAO	148	LOBBY	SOUTHERN PHILIPPINES MEDICAL CENTER, DUMANLAS ROAD, JP LAUREL AVENUE, BALAJADA, DAVAO CITY, DAVAO DEL SUR
560	BBG-SM	DAVAO	538	LOBBY	SOUTHERN PHILIPPINES MEDICAL CENTER, DUMANLAS ROAD, JP LAUREL AVENUE, BALAJADA, DAVAO CITY, DAVAO DEL SUR
561	BBG-SM	DAVAO	551	LOBBY	SOUTHERN PHILIPPINES MEDICAL CENTER, DUMANLAS ROAD, JP LAUREL AVENUE, BALAJADA, DAVAO CITY, DAVAO DEL SUR
562	BBG-SM	DAVAO	552	LOBBY	UNIVERSITY OF THE PHILIPPINES-MINDANAO, BAGO OSHIRO, MINTAL, TUGBOK, DAVAO CITY

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563	BBG-SM	DAVAO	797	LOBBY	DAVAO MEDICAL SCHOOL FOUNDATION (DMSF) HOSPITAL, MEDICAL SCHOOL DRIVE, BAJADA, DAVAO CITY, DAVAO DEL SUR
564	BBG-SM	DAVAO	950	LOBBY	DCWD OFFICE, MC ARTHUR HIGHWAY, MATINA, DAVAO CITY, DAVAO DEL SUR
565	BBG-SM	DIGOS	312	LOBBY	MALITA MUNICIPAL HALL, MALITA, DAVAO DEL SUR
566	BBG-SM	DIGOS	331	LOBBY	STA. CRUZ MUNICIPAL HALL, DAVAO DEL SUR
567	BBG-SM	DIGOS	370	LOBBY	DASURECO, COGN ST, DIGOS CITY
568	BBG-SM	DIGOS	371	LOBBY	LGU OF DIGOS, LEGISLATIVE HALL, DIGOS CITY
569	BBG-SM	DIGOS	460	LOBBY	MUNICIPAL HALL OF THE MUNICIPALITY OF MALALAG, DAVAO DEL SUR
570	BBG-SM	DIGOS	512	LOBBY	LGU PADADA, RIZAL STREET, PADADA, DAVAO DEL SUR
571	BBG-SM	DIGOS	513	LOBBY	MEDICAL CENTER OF DIGOS COOPERATIVE HOSPITAL, DAVAO-COTABATO RD, DIGOS CITY, DAVAO DEL SUR
572	BBG-SM	DIGOS	515	LOBBY	MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE BUILDING, HAGONUY MUNICIPAL, HAGONUY, DAVAO DEL SUR
573	BBG-SM	DIGOS	858	LOBBY	MUNICIPAL HALL OF HAGONUY, HAGONUY, DAVAO DEL SUR
574	BBG-SM	DIGOS	1100	LOBBY	SULOP MUNICIPAL HEALTH BLDG., NATIONAL HIGHWAY, PUROK 9, BRGY. POBLACION, SULOP, DAVAO DEL SUR
575	BBG-SM	GENERAL SANTOS	629	LOBBY	GSC WATER DISTRICT, FERNANDEZ ST., LAGAO, GENERAL SANTOS CITY, SOUTH COTABATO
576	BBG-SM	GENERAL SANTOS	941	LOBBY	LGU GENERAL SANTOS CITY BLDG., CITY HALL DRIVE CORNER ROXAS EAST AVENUE, GENERAL SANTOS CITY, SOUTH COTABATO
577	BBG-SM	GENERAL SANTOS	942	LOBBY	LGU GENERAL SANTOS CITY LEGISLATIVE BLDG., CITY HALL DRIVE CORNER ROXAS EAST AVENUE, GENERAL SANTOS CITY, SOUTH COTABATO
578	BBG-SM	KIDAPAWAN	225	WALL	PROVINCIAL CAPITOL, AMAS
579	BBG-SM	KIDAPAWAN	413	WALL	MUNICIPAL HALL, M.H. DEL PILAR STREET, POBLACION B., M'LANG, COTABATO
580	BBG-SM	KIDAPAWAN	524	LOBBY	MAKILALA MUNICIPAL HALL, MAKILALA, NORTH COTABATO
581	BBG-SM	KIDAPAWAN	525	LOBBY	MUNICIPAL HALL OF MAGPET, MAGPET, NORTH COTABATO
582	BBG-SM	KIDAPAWAN	526	LOBBY	SORILLA MATERNITY & MEDICAL CLINIC, SIBSIB, MUNICIPALITY OF TULUNAN, COTABATO
583	BBG-SM	KIDAPAWAN	527	LOBBY	MUNICIPAL HALL OF MATALAM, MATALAM, COTABATO
584	BBG-SM	KIDAPAWAN	575	WALL	COOPERATIVE BANK OF COTABATO, MIDSAYAP, COTABATO
585	BBG-SM	KIDAPAWAN	598	LOBBY	LGU TULUNAN, POBLACION, TULUNAN, COTABATO
586	BBG-SM	KIDAPAWAN	627	LOBBY	MUNICIPAL HALL OF PRESIDENT ROXAS, POBLACION, PRESIDENT ROXAS, COTABATO
587	BBG-SM	KIDAPAWAN	661	LOBBY	MADONNA HOSPITAL, QUEZON BOULEVARD, KIDAPAWAN CITY, COTABATO

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588	BBG-SM	KIDAPAWAN	855	LOBBY	COOPERATIVE BANK OF COTABATO, JOSE ABAD ST., KIDAPAWAN CITY, COTABATO
589	BBG-SM	MARBEL	934	LOBBY	MUNICIPAL HALL, BRGY. POBLACION, LGU TAMPAKAN, SOUTH COTABATO
590	BBG-SM	MARBEL	969	WALL	CAPITOL BLDG., ZONE III, KORONADAL CITY, SOUTH COTABATO
591	BBG-SM	MARBEL	1102	LOBBY	PUBLIC TERMINAL SITE, BRGY. POBLACION, STO. NINO, SOUTH COTABATO
592	BBG-SM	MARBEL	1106	LOBBY	PUROK VILLEGAS, ZONE 3, KORONADAL CITY, SOUTH COTABATO
593	BBG-SM	MATI	259	WALL	DAVAO ORIENTAL PROVINCIAL HOSPITAL NATIONAL HIGHWAY, MATI CITY
594	BBG-SM	MATI	505	LOBBY	DAVAO ORIENTAL PROVINCIAL HALL, MATI, DAVAO ORIENTAL
595	BBG-SM	MATI	542	LOBBY	DAVAO ORIENTAL STATE COLLEGE OF SCIENCE & TECHNOLOGY, GUANG-GUANG, BRGY. DAHICAN, MATI, DAVAO ORIENTAL
596	BBG-SM	MATI	569	LOBBY	LUPON MUNICIPALITY OF DAVAO ORIENTAL, AGUINALDO STREET, BRGY. POBLACION, LUPON, DAVAO ORIENTAL
597	BBG-SM	MATI	837	LOBBY	MUNICIPAL HALL, BANAYBANAY, DAVAO ORIENTAL
598	BBG-SM	POLOMOLOK	956	LOBBY	DULAY SUBD., NATIONAL HI-WAY, POLOMOLOK, SOUTH COTABATO
599	BBG-SM	POLOMOLOK	1017	LOBBY	BONTUYAN MEDICAL HOSPITAL, 700 J. BAYAN ST., POBLACION, POLOMOLOK, SOUTH COTABATO
600	BBG-SM	POLOMOLOK	1067	LOBBY	DARBCI, CANNERY ROAD, BRGY. CANNERY, POLOMOLOK, SOUTH COTABATO
601	BBG-SM	TACURONG	684	WALL	RURAL BANK OF LEBAK INC., IN FRONT OF PUBLIC TERMINAL, TUPI, SOUTH COTABATO
602	BBG-SM	TACURONG	685	WALL	RURAL BANK OF LEBAK BUILDING, POBLACION, LEBAK, SULTAN KUDARAT
603	BBG-SM	TACURONG	870	LOBBY	NOTRE DAME OF TACURONG COLLEGE, NATIONAL HIGHWAY, TACURONG CITY, SULTAN KUDARAT
604	BBG-SM	TACURONG	1031	WALL	DEPED SULTAN KUDARAT DIVISION COMPOUND, NATIONAL HIGHWAY, BRGY. KINRAM, ISULAN, SULTAN KUDARAT
605	BBG-SM	TACURONG	1076	WALL	RURAL BANK OF LEBAK LAMBAYONG BLU BUILDING, POBLACION, LAMBAYONG, SULTAN KUDARAT
606	BBG-SM	TAGUM	382	LOBBY	MEDICAL MISSION GROUP HOSPITALS & HEALTH SERVICES COOPERATIVE OF TAGUM
607	BBG-SM	TAGUM	500	LOBBY	LGU ASUNCION, ASUNCION, DAVAO DEL NORTE
608	BBG-SM	TAGUM	543	LOBBY	TAGUM DOCTORS HOSPITAL INC., RABE COMPOUND, NATIONAL HIGHWAY, TAGUM CITY, DAVAO DEL NORTE
609	BBG-SM	TAGUM	544	LOBBY	AQUINO MEDICAL SPECIALIST HOSPITAL INC., MABINI ST., TAGUM CITY, DAVAO DEL NORTE
610	BBG-SM	TAGUM	612	LOBBY	TAGUM CITY HALL, AYALA AVE., BRGY. APOKON, TAGUM CITY, DAVAO DEL NORTE
611	BBG-WM	BASILAN	823	LOBBY	ISABELA CITY HALL BLDG., SUNRISE BARANGAY, ISABELA CITY, BASILAN
612	BBG-WM	DIPOLOG	369	WALL	RURAL BANK OF RIZAL, LILOY BRANCH, FATIMA, LILOY, ZAMBOANGA DEL NORTE

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613	BBG-WM	DIPOLOG	875	LOBBY	MANUKAN MUN CIPAL HALL, POBLACION, MANUKAN, ZAMBOANGA DEL NORTE
614	BBG-WM	DIPOLOG	905	LOBBY	DAPITAN CITY HALL, LALAWAN, DAPITAN CITY, ZAMBOANGA DEL NORTE
615	BBG-WM	IPIL	392	LOBBY	PROVINCIAL CAPITOL, IPIL HEIGHTS, IPIL, ZAMBOANGA SIBUGAY
616	BBG-WM	IPIL	978	WALL	IBT NAGA, BRGY. CROSSING, STA. CLARA, NAGA, ZAMBOANGA SIBUGAY
617	BBG-WM	IPIL	979	LOBBY	MUNICIPAL HALL BRGY. KATIPUNAN, RT LIM, ZAMBOANGA SIBUGAY
618	BBG-WM	IPIL	1073	WALL	IBT, LIBERTAD, TUNGAWAN, ZAMBOANGA SIBUGAY
619	BBG-WM	OZAMIS	309	LOBBY	MOELCI II CIRCUMFERENTIAL RD., BITOON
620	BBG-WM	OZAMIS	914	LOBBY	CLARIN TOWN CENTER, CLARIN, MISAMIS OCCIDENTAL
621	BBG-WM	OZAMIS	1034	LOBBY	NORTHWESTERN MINDANAO STATE COLLEGE OF SCIENCE AND TECHNOLOGY, BRGY. LABUYO, TANGUB CITY, MISAMIS OCCIDENTAL
622	BBG-WM	PAGADIAN	824	LOBBY	CITY HALL COMPLEX OF PAGADIAN, B. AQUINO ST., GATAS DISTRICT, PAGADIAN CITY
623	BBG-WM	PAGADIAN	825	WALL	LGU PAGADIAN CITY, LEGISLATIVE BLDG., V. SAGUN ST., SAN FRANCISCO DISTRICT, PAGADIAN CITY, ZAMBOANGA DEL SUR
624	BBG-WM	PAGADIAN	865	LOBBY	TOWN CENTER, POBLACION, SAN MIGUEL, ZAMBOANGA DEL SUR
625	BBG-WM	PAGADIAN	899	LOBBY	3RD FLOOR, ADM N. BLDG., MARGOSATUBIG REGIONAL HOSPITAL, MARGOSATUBIG, ZAMBOANGA DEL SUR
626	BBG-WM	PAGADIAN	910	LOBBY	TUKURAN MUNICIPAL HALL - LEGISLATIVE BUILDING, BRGY. CURVADA, TUKURAN, ZAMBOANGA DEL SUR
627	BBG-WM	PAGADIAN	955	LOBBY	TAMBULIG MUNICIPAL HALL, BRGY. RIVERSIDE, TAMBULIG, ZAMBOANGA DEL SUR
628	BBG-WM	PAGADIAN	1091	WALL	GROUND FLOOR, LABANGAN HIGHWAY FOODCOURT, PAGADIAN-OZAMIS ROAD, BRGY. NEW LABANGAN, LABANGAN, ZAMBOANGA DEL SUR
629	BBG-WM	ZAMBOANGA	267	WALL	ZAMBOANGA MEDICAL CENTER., DR. D. EVANGELISTA ST., STA. CATALINA
630	BBG-WM	ZAMBOANGA	438	LOBBY	ZAMBOANGA CITY ELECTRIC COOPERATIVE, MARIA CLARA LOBREGAT HIGHWAY, PUTIK, ZAMBOANGA CITY
631	BBG-WM	ZAMBOANGA	521	LOBBY	ZAMBOANGA MEDICAL CENTER, DR. D. EVANGELISTA ST., STA. CATALINA, ZAMBOANGA CITY, ZAMBOANGA DEL SUR
632	BBG-WM	ZAMBOANGA	522	LOBBY	BASEMENT LEVEL, ATM CENTER, KCC MALL DE ZAMBOANGA, GOV. CAMINS AVENUE, ZAMBOANGA CITY, ZAMBOANGA DEL SUR
633	BBG-WM	ZAMBOANGA	822	LOBBY	ZAMBOANGA CITY HALL, N S VALDEROSA ST, ZAMBOANGA CITY, ZAMBOANGA DEL NORTE
634	BBG-WM	ZAMBOANGA	1090	WALL	ZAMBOANGA CITY INTEGRATED BUS TERMINAL (IBT), N CLL HIGHWAY, DIVISORIA, ZAMBOANGA CITY, ZAMBOANGA DEL SUR
635	BBG-WV	ANTIQUE	205	WALL	NEW CAPITOL BLDG. SAN JOSE, ANTIQUE

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636	BBG-WV	ANTIQUE	373	WALL	MAIN ENTRANCE, UNIVERSITY OF ANTIQUE, LOTILLA STREET., SIBALOM, ANTIQUE
637	BBG-WV	ANTIQUE	562	LOBBY	ANTECO BLDG., BRGY. FUNDA, SAN JOSE, ANTIQUE
638	BBG-WV	ANTIQUE	745	WALL	ANGEL SALAZAR MEMORIAL GENERAL HOSPITAL (ASMGH), BRGY. ATABAY, SAN JOSE DE BUENAVISTA, ANTIQUE
639	BBG-WV	BACOLOD	167	LOBBY	TALISAY CITY HEALTH BLDG., LIZARES ST.
640	BBG-WV	BACOLOD	274	LOBBY	NEW GOVERNMENT CENTER, TALISAY CITY HALL
641	BBG-WV	BACOLOD	397	LOBBY	CORAZON LOCSIN MONTELIBANO MEMORIAL REGIONAL HOSPITAL LACSON - BURGOS ST, BACOLOD CITY
642	BBG-WV	BACOLOD	440	LOBBY	PAGCOR , L' FISHER HOTEL, BACOLOD
643	BBG-WV	BACOLOD	546	LOBBY	SOUTH BACOLOD GENERAL HOSPITAL AND MEDICAL CENTER ARANETA AVE., BACOLOD CITY, NEGROS OCCIDENTAL
644	BBG-WV	BACOLOD	547	LOBBY	THE DOCTOR'S HOSPITAL INC.,-B.S. AQUINO DRIVE, BACOLOD CITY, NEGROS OCCIDENTAL
645	BBG-WV	BACOLOD	633	LOBBY	MUNICIPAL BLDG., MUNICIPALITY OF ENRIQUE B. MAGALONA, NEGROS OCCIDENTAL
646	BBG-WV	BACOLOD	705	WALL	EB MAGALONA MUNICIPAL BLDG., MUNICIPALITY OF EB MAGALONA, NEGROS OCCIDENTAL
647	BBG-WV	BACOLOD	1085	LOBBY	CIRCUMFERENTIAL RD., BRGY. VILLAMONTE, BACOLOD CITY, NEGROS OCCIDENTAL
648	BBG-WV	BUENAVISTA	693	LOBBY	BUENAVISTA MUNICIPAL HALL LOBBY, NEW POBLACION, BUENAVISTA, GUIMARAS
649	BBG-WV	DUMAGUETE	135	WALL	LGU VALENCIA, VALENCIA, NEGROS ORIENTAL
650	BBG-WV	DUMAGUETE	540	LOBBY	PROVINCIAL HOSPITAL ADMINISTRATIVE BLDG., NORTH ROAD, NATIONAL HIGHWAY, DUMAGUETE CITY, NEGROS ORIENTAL
651	BBG-WV	DUMAGUETE	541	LOBBY	CAPITOL BUILDING CAPITOL AREA, DUMAGUETE CITY, NEGROS ORIENTAL
652	BBG-WV	DUMAGUETE	961	WALL	GROUND FLOOR, MUNICIPAL HALL, POBLACION, DAUIN, NEGROS ORIENTAL
653	BBG-WV	ILOILO	196	LOBBY	WEST VISAYAS STATE UNIVERSITY, LAPAZ
654	BBG-WV	ILOILO	246	LOBBY	ILOILO CITY HALL OFFICE, I. DELA RAMA ST.
655	BBG-WV	ILOILO	376	LOBBY	DOCTORS HOSPITAL, WEST AVE., MOLO, ILOILO CITY, ILOILO
656	BBG-WV	ILOILO	564	LOBBY	LGU DUMANGAS MUNICIPAL HALL POBLACION AREA, BAROTAC NUEVO - DUMANGAS ROAD, DUMANGAS, ILOILO
657	BBG-WV	ILOILO	721	LOBBY	WEST VISAYAS STATE UNIVERSITY, ADMINISTRATION BUILDING, LUNA ST., LA PAZ, ILOILO CITY
658	BBG-WV	ILOILO	838	LOBBY	METRO ILOILO HOSPITAL & MEDICAL CENTER, INC., METROPOLIS DRIVE, TAGBAK JARO, ILOILO CITY, ILOILO
659	BBG-WV	JARO	163	LOBBY	WEST VISAYAS STATE UNIVERSITY MEDICAL CENTER
660	BBG-WV	JARO	241	WALL	WESTERN VISAYAS MEDICAL CENTER, MANDURRIAO

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661	BBG-WV	JARO	327	WALL	WESTERN VISAYAS COLLEGE OF SCIENCE AND TECHNOLOGY, BIURGOS ST.
662	BBG-WV	JARO	590	LOBBY	WESTERN VISAYAS SANITARIUM, SANTA BARBARA, ILOILO
663	BBG-WV	JARO	891	LOBBY	WESTERN VISAYAS MEDICAL CENTER, Q. ABETO ST., MANDURRIAO, ILOILO CITY, ILOILO
664	BBG-WV	KALIBO	398	WALL	KALIBO MUNICIPAL HALL, COR. ARCHBISHOP GABRIEL M. REYES ST AND VETERANS AVENUE
665	BBG-WV	KALIBO	457	WALL	METRO KALIBO WATER DISTRICT, J. CARDINAL SIN STREET, ANDAGAO, KALIBO, AKLAN
666	BBG-WV	KALIBO	1079	WALL	MAYOR TEODORICO F. CALIZO SR. MEMORIAL CIVIC CENTER BLDG., R.J. RODRIGUEZ CORNER A. CORTES STREETS, BRGY. POBLACION, MUNICIPALITY OF BALETE, AKLAN
667	BBG-WV	POTOTAN	581	LOBBY	LAMBUNAO GOVERNMENT CENTER, LAMBUNAO, ILOILO
668	BBG-WV	POTOTAN	843	LOBBY	ILOILO PROVINCIAL HOSPITAL, BRGY. RUMBANG, POTOTAN, ILOILO
669	BBG-WV	POTOTAN	886	LOBBY	CALINOG MUNICIPAL HALL, POBLACION, CALINOG, ILOILO
670	BBG-WV	ROXAS	126	LOBBY	ROXAS CITY HALL LEGASPI ST., ROXAS CITY, CAPIZ
671	BBG-WV	ROXAS	651	LOBBY	SIGMA MUNICIPAL HALL, POBLACION NORTE, SIGMA, CAPIZ
672	BBG-WV	ROXAS	687	LOBBY	ROXAS MEMORIAL PROVINCIAL HOSPITAL, ARNALDO BOULEVARD, ROXAS CITY, CAPIZ
673	BBG-WV	ROXAS	688	LOBBY	CAPIZ EMMANUEL HOSPITAL, ROXAS AVENUE, ROXAS CITY, CAPIZ
674	BBG-WV	ROXAS	689	LOBBY	CAPIZ DOCTOR'S HOSPITAL, WATER VILLAGE, LAWA-AN, ROXAS CITY, CAPIZ
675	BBG-WV	ROXAS	726	LOBBY	CAPIZ PROVINCIAL CAPITOL, ROXAS CITY, CAPIZ
676	BBG-WV	ROXAS	1080	LOBBY	TAPAZ GOVERNMENT CENTER, ROOSEVELT ST., POBLACION, TAPAZ, CAPIZ
677	BBG-WV	ROXAS	1095	WALL	CAPIZ ELECTRIC COOPERATIVE, INC., CAPELCO NEW OFFICE BLDG., BURGOS ILAWOD, TANQUE, ROXAS CITY, CAPIZ
678	BBG-WV	SAN CARLOS	420	LOBBY	SAN CARLOS CITY HALL
679	BBG-WV	SIQUIJOR	736	LOBBY	SIQUIJOR PROVINCIAL CAPITOL BLDG., BRGY. PULANGYUTA, SIQUIJOR, SIQUIJOR
680	BBG-WV	SIQUIJOR	757	LOBBY	SIQUIJOR PROVINCIAL CAPITOL BLDG., BRGY. PULANGYUTA, SIQUIJOR, SIQUIJOR

*Locations may be subject to change

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AUTOMATED TELLER MACHINE (ATM)

AUTOMATED TELLER MACHINE (ATM) – LOBBY TYPE

HARDWARE FEATURES	MINIMUM SPECIFICATIONS
A. ATM SECURITY	
SECURITY ENCLOSURES	A.1. UL291 (UNDERWRITERS LABORATORIES) 24-HOUR COMPLIANT DIGITAL SAFE
	A.2. UL 437 COMPLIANT LOCK AND KEY FOR THE UPPER CHEST DOOR AND VAULT DOOR COVER MUST BE UNIQUE FOR EACH ATM UNIT.
VAULT SECURITY	A.3. ELECTRONIC LOCK (DIGITAL) - HIGHLY SECURED VAULT
	A.4. MINIMUM OF 12 DIGITS COMBINATION (6 DIGITS PER COMBINATION - DUAL CONTROL)
	A.5. MUST NOT DISPLAY NUMERIC COMBINATION
SECURITY CAMERA	A.6. WIDER RANGE OF CAPTURING IMAGES. THE CAMERA SHOULD BE ANGLED IN SUCH A WAY THAT THE IMAGE OF THE ATM USER (4 to 6 FEET IN HEIGHT) WILL BE CAPTURED FROM THE CHEST TO THE WHOLE FACE WHILE TRANSACTING IN A NORMAL POSITION.
	A.7. IMAGES ARE ARCHIVED FOR 90 DAYS IN THE MACHINE. AUTO DELETION OF IMAGES BEYOND 90 DAYS.
	A.8. FIRST IN, FIRST OUT AUTO-DELETION OF PICTURES/IMAGES
	A.9. DUAL/TWO CAMERA MODULE FOR CAPTURE OF CLIENT FACE (PORTRAIT) AND CASH SLOT THAT CAN TAKE AT LEAST 3 PICTURES PER CAMERA DURING THE TRANSACTION OR EVENT-DRIVEN OPTION
	A.10. CAPTURED PICTURE SHOULD IMPRINT THE TRANSACTION DETAILS FOR CHAINED AND UNCHAINED TRANSACTIONS
	A.11. DIGITAL AND COLORED IMAGE MINIMUM OF ONE (1) MEGAPIXEL RESOLUTION
	A.12. STORES IMAGES IN JPG FORMAT
	A.13. COMPRESS/ZIP FOLDER AND PROTECTED BY PASSWORD. SHALL INCLUDE PASSWORD MAINTENANCE (EDIT MODULE)
	A.14. CAPABLE OF TAKING PORTRAIT PICTURES DURING IDLE STATUS AT CERTAIN INTERVALS (AFTER X MINUTES)
B. CABINET FEATURES	B.1. FRONT ACCESS FOR LOBBY TYPE ATM
C. DISPLAY FEATURES	C.1. MINIMUM 15" COLOR DISPLAY
	C.2. XGA, LCD FLAT PANEL
	C.3. WITH PRIVACY FILTER
	C.4. TOUCHSCREEN
D. DISPENSERS	D.1. CAN DISPENSE AT LEAST 50 NOTES IN A SINGLE TRANSACTION
	D.2. CAN DISPENSE UP TO THE LAST NOTE
	D.3. HAS CASH REJECT/RETRACT FUNCTIONALITY
	D.4. WITH LOW CASH/ OUT-OF-CASH SENSORS
	D.5. METAL LABELS ABOVE ALL MEDIA ENTRY INDICATORS (MEIs)

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	D.6. CAPABLE TO DISPENSE NON-POLYMER AND POLYMER NOTES ISSUED BY BSP
E. CURRENCY CASSETTES	E.1. ALL BRAND NEW: FOUR (4) CASSETTE DISPENSERS WITH FOUR (4) EXTRA CASSETTES WITH BUILT-IN KEYLOCK AND KEY
	E.2. CAN BE LOADED WITH MINIMUM 2,500 BILLS PER CASSETTE (ATM FIT, NON-POLYMER, POLYMER NOTES)
	E.3 IN CASE OF A LOST KEY OR DEFECTIVE LOCKING SYSTEM, THE LOCKING SYSTEM IS REPLACEABLE
	E.4. CONFIGURABLE CURRENCY CASSETTES (CASSETTE TYPE/ID)
F. DIVERT CASSETTE	F.1. SEPARATE AND SECURED DIVERT CASSETTE WITH BUILT-IN KEYLOCK AND KEY
	F.2. 1 (ONE) EXTRA DIVERT CASSETTE WITH KEYLOCK AND KEY
G. CONSUMER INTERFACE KEYPAD	G.1. TRIPLE DATA ENCRYPTION STANDARD (3DES)-COMPLIANT EPP, EPP-PCI AND PCI-PTS CERTIFIED SUNSET DATE SHOULD BE BEYOND 2032.
	G.2. POLYCARBONATE PIN PAD WITH ACCEPTED STANDARD SHIELD/COVER
H. PROCESSOR	H.1. 6 CORES, 12 THREADS, 3.10 GHz BASE FREQUENCY
I. MEMORY/RAM	I.1. MINIMUM OF 16 GIGABYTES WITH 2 SLOTS. UPGRADABLE TO 32 GIGABYTES
J. STORAGE DEVICE	J.1. MINIMUM 500 GIGABYTES SOLID-STATE DRIVE (SSD). PARTITIONED INTO TWO: ONE PARTITION DESIGNATED FOR STORING WINDOWS AND OTHER APPLICATIONS (SECURITY SOFTWARE, ATM AGENT, ETC.), AND SECOND PARTITION DESIGNATED FOR STORING ALL PICTURES, ATM LOGS, ELECTRONIC JOURNAL.
K. OPERATOR INTERFACE	K.1. FRONT ACCESS FOR LOBBY TYPE ATM
	K.2. KEYBOARD AND MOUSE OR KEYBOARD WITH BUILT IN TOUCHPAD
L. RETAINED CARD BIN	L.1. CARD RETRACT CASSETTE WITH KEYLOCK
	L.2. LOCK KEY SHOULD BE DIFFERENT FROM THE CABINET/FASCIA KEY
M. CARD READER	M.1. MOTORIZED CARD READER
	M.2. SHALL RELEASE CARD IMMEDIATELY UPON OCCURRENCE OF POWER FAILURE
	M.3. ADVANCED ANTI-SKIMMING FEATURE WITH TAMPER-RESIST FEATURE OR ANTI-CARD FRAUD FEATURE (E.G. FOR CARD SKIMMING, LEBANESE LOOP, DEEP INSERT) SOFTWARE AND/OR HARDWARE (ANTI-SKIMMING)
	M.4. AUTOMATIC DETECTION IF THERE ARE BLOCKAGE IN THE CARD READER BEZEL DURING IDLE PERIOD
	M.5 PUT THE MACHINE IN UNAVAILABLE MODE IF BLOCKAGE WERE DETECTED, IF NO BLOCKAGE WERE DETECTED, PUT THE MACHINE IN ONLINE MODE
	M.6 CARD RETRIEVE PROMPTER (LIGHT INDICATOR & BEEPER)
N. SHUTTER SENSOR or ANTI CASH TRAPPING DEVICE	N.1. AUTOMATIC DETECTION IF THERE ARE BLOCKAGE IN THE CASH PRESENTER AREA DURING IDLE PERIOD OR ACTUAL TRANSACTION
	N.2. PUT THE MACHINE IN UNAVAILABLE MODE IF BLOCKAGE WERE DETECTED, IF NO BLOCKAGE WERE DETECTED, PUT THE MACHINE IN ONLINE MODE
O. RECEIPT (CONSUMER PRINTER)	O.1 THERMAL PRINTER
	O.2 SUPPORTS 25 CHARACTERS PER LINE
	O.3 SHALL COMPLY WITH THE BANK'S PRESCRIBED FORMAT
P. UNINTERRUPTIBLE POWER SUPPLY (UPS)	P.1. CAPACITY: 2 KVA
	P.2. AUTO VOLTAGE CAPABLE - 220 / 110 VAC (VOLT ALTERNATING CURRENT)
	P.3. BACK-UP TIME: 15 MINUTES

ANNEX B of FORM 9-A (page 3 of 7)

	P.4. THREE-PRONGED PLUG
Q. ATM DECALS	Q.1. FULL-BODY WRAP, COVERING THE ATM EXTERIOR WITHOUT BLOCKING THE SCREEN, CARD SLOT, KEYPAD, RECEIPT PRINTER, OR CAMERAS
	Q.2. SCOTCHCAL VINYL WRAP, UV-RESISTANT, AND LAMINATED FOR DURABILITY
	Q.3. MINIMUM 70–100 MICRONS (INCLUDING LAMINATE)
	Q.4. AT LEAST 300 DPI
	Q.5 PLEASE REFER TO THE DESIGN DETAILS AS ATTACHED
R. OTHERS	R.1. SHOULD CONFORM WITH AMERICAN DISABILITIES ACT (ADA) STANDARDS
	R.2. WITH AUDIO ASSISTANCE FUNCTIONALITY AND OTHER FEATURES FOR PERSONS WITH DISABILITY
	R.3. WHITELISTED USB STORAGE; ENABLE USB PORTS FOR KEYBOARD, MOUSE, CAMERA, RECEIPT PRINTER AND DISPENSER.
	R.4. BUILT-IN SPEAKERS (8 WATTS)
	R.5. FULLY ROHS (RESTRICTION OF HAZARDOUS SUBSTANCES) COMPLIANT
	R.6. METAL LABEL INDICATING TERMINAL ID
	R.7. THREE-METER-LONG COMMUNICATIONS CABLE (CAT-5 WITH RJ45 ON BOTH ENDS) NEEDED FOR THE INSTALLATION OF THE ATM, TO BE DELIVERED ALONG WITH THE MACHINE

AUTOMATED TELLER MACHINE (ATM) – THRU-THE-WALL TYPE

HARDWARE FEATURES	MINIMUM SPECIFICATIONS
A. ATM SECURITY	
SECURITY ENCLOSURES	A.1. UL291 (UNDERWRITERS LABORATORIES) 24-HOUR COMPLIANT DIGITAL SAFE
	A.2. UL 437 COMPLIANT LOCK AND KEY FOR THE UPPER CHEST DOOR AND VAULT DOOR COVER MUST BE UNIQUE FOR EACH ATM UNIT.
VAULT SECURITY	A.3. ELECTRONIC LOCK (DIGITAL) - HIGHLY SECURED VAULT
	A.4. MINIMUM OF 12 DIGITS COMBINATION (6 DIGITS PER COMBINATION - DUAL CONTROL)
	A.5. MUST NOT DISPLAY NUMERIC COMBINATION
SECURITY CAMERA	A.6. WIDER RANGE OF CAPTURING IMAGES. THE CAMERA SHOULD BE ANGLED IN SUCH A WAY THAT THE IMAGE OF THE ATM USER (4 to 6 FEET IN HEIGHT) WILL BE CAPTURED FROM THE CHEST TO THE WHOLE FACE WHILE TRANSACTING IN A NORMAL POSITION.
	A.7. IMAGES ARE ARCHIVED FOR 90 DAYS IN THE MACHINE. AUTO DELETION OF IMAGES BEYOND 90 DAYS.
	A.8. FIRST IN, FIRST OUT AUTO-DELETION OF PICTURES/IMAGES
	A.9. DUAL/TWO CAMERA MODULE FOR CAPTURE OF CLIENT FACE (PORTRAIT) AND CASH SLOT THAT CAN TAKE AT LEAST 3 PICTURES PER CAMERA DURING THE TRANSACTION OR EVENT-DRIVEN OPTION
	A.10. CAPTURED PICTURE SHOULD IMPRINT THE TRANSACTION DETAILS FOR CHAINED AND UNCHAINED TRANSACTIONS
	A.11. DIGITAL AND COLORED IMAGE MINIMUM OF ONE (1) MEGAPIXEL RESOLUTION
	A.12. STORES IMAGES IN JPG FORMAT
	A.13. COMPRESS/ZIP FOLDER AND PROTECTED BY PASSWORD. SHALL INCLUDE PASSWORD MAINTENANCE (EDIT MODULE)
	A.14. CAPABLE OF TAKING PORTRAIT PICTURES DURING IDLE STATUS AT CERTAIN INTERVALS (AFTER X MINUTES)

ANNEX B of FORM 9-A (page 4 of 7)

B. CABINET FEATURES	B.1. REAR ACCESS FOR THRU-THE-WALL TYPE ATM
	B.2. LIGHTED FASCIA
C. DISPLAY FEATURES	C.1. MINIMUM 15" COLOR DISPLAY
	C.2. XGA, LCD FLAT PANEL
	C.3. PROTECTIVE PANEL WITH PRIVACY VISOR
	C.4. TOUCHSCREEN
D. DISPENSERS	D.1. CAN DISPENSE AT LEAST 50 NOTES IN A SINGLE TRANSACTION
	D.2. CAN DISPENSE UP TO THE LAST NOTE
	D.3. HAS CASH REJECT/RETRACT FUNCTIONALITY
	D.4. WITH LOW CASH/ OUT-OF-CASH SENSORS
	D.5. METAL LABELS ABOVE ALL MEDIA ENTRY INDICATORS (MEIs)
	D.6. CAPABLE TO DISPENSE NON-POLYMER AND POLYMER NOTES ISSUED BY BSP
E. CURRENCY CASSETTES	E.1. ALL BRAND NEW: FOUR (4) CASSETTE DISPENSERS WITH FOUR (4) EXTRA CASSETTES WITH BUILT-IN KEYLOCK AND KEY
	E.2. CAN BE LOADED WITH MINIMUM 2,500 BILLS PER CASSETTE (ATM FIT, NON-POLYMER, POLYMER NOTES)
	E.3. IN CASE OF A LOST KEY OR DEFECTIVE LOCKING SYSTEM, THE LOCKING SYSTEM IS REPLACEABLE
	E.4. CONFIGURABLE CURRENCY CASSETTES (CASSETTE TYPE/ID)
F. DIVERT CASSETTE	F.1. SEPARATE AND SECURED DIVERT CASSETTE WITH BUILT-IN KEYLOCK AND KEY
	F.2. 1 (ONE) EXTRA DIVERT CASSETTE WITH KEYLOCK AND KEY
G. CONSUMER INTERFACE KEYPAD	G.1. TRIPLE DATA ENCRYPTION STANDARD (3DES)-COMPLIANT EPP, EPP-PCI AND PCI-PTS CERTIFIED SUNSET DATE SHOULD BE BEYOND 2032.
	G.2. POLYCARBONATE PIN PAD WITH ACCEPTED STANDARD SHIELD/COVER
H. PROCESSOR	H.1. 6 CORES, 12 THREADS, 3.10 GHz BASE FREQUENCY
I. MEMORY/RAM	I.1. MINIMUM OF 16 GIGABYTES WITH 2 SLOTS. UPGRADABLE TO 32 GIGABYTES
J. STORAGE DEVICE	J.1. MINIMUM 500 GIGABYTES SOLID-STATE DRIVE (SSD). PARTITIONED INTO TWO: ONE PARTITION DESIGNATED FOR STORING WINDOWS AND OTHER APPLICATIONS (SECURITY SOFTWARE, ATM AGENT, ETC.), AND SECOND PARTITION DESIGNATED FOR STORING ALL PICTURES, ATM LOGS, ELECTRONIC JOURNAL.
K. OPERATOR INTERFACE	K.1. REAR ACCESS FOR THRU-THE-WALL TYPE ATM
	K.2. MONITOR
	K.3. KEYBOARD AND MOUSE OR KEYBOARD WITH BUILT IN TOUCHPAD
L. RETAINED CARD BIN	L.1. CARD RETRACT CASSETTE WITH KEYLOCK
	L.2. LOCK KEY SHOULD BE DIFFERENT FROM THE CABINET/FASCIA KEY
M. CARD READER	M.1. MOTORIZED CARD READER
	M.2. SHALL RELEASE CARD IMMEDIATELY UPON OCCURRENCE OF POWER FAILURE
	M.3. ADVANCED ANTI-SKIMMING FEATURE WITH TAMPER-RESIST FEATURE OR ANTI-CARD FRAUD FEATURE (E.G. FOR CARD SKIMMING, LEBANESE LOOP, DEEP INSERT) SOFTWARE AND/OR HARDWARE (ANTI-SKIMMING)
	M.4. AUTOMATIC DETECTION IF THERE ARE BLOCKAGE IN THE CARD READER BEZEL DURING IDLE PERIOD
	M.5. PUT THE MACHINE IN UNAVAILABLE MODE IF BLOCKAGE WERE DETECTED, IF NO BLOCKAGE WERE DETECTED, PUT THE MACHINE IN ONLINE MODE
	M.6. CARD RETRIEVE PROMPTER (LIGHT INDICATOR & BEEPER)
N. SHUTTER SENSOR or ANTI CASH TRAPPING DEVICE	N.1. AUTOMATIC DETECTION IF THERE ARE BLOCKAGE IN THE CASH PRESENTER AREA DURING IDLE PERIOD OR ACTUAL TRANSACTION
	N.2. PUT THE MACHINE IN UNAVAILABLE MODE IF BLOCKAGE WERE DETECTED, IF NO BLOCKAGE WERE DETECTED, PUT THE MACHINE IN ONLINE MODE
	O.1 THERMAL PRINTER

ANNEX B of FORM 9-A (page 5 of 7)

O. RECEIPT (CONSUMER PRINTER)	O.2 SUPPORTS 25 CHARACTERS PER LINE
	O.3 SHALL COMPLY WITH THE BANK'S PRESCRIBED FORMAT
P. UNINTERRUPTIBLE POWER SUPPLY (UPS)	P.1. CAPACITY: 2 KVA
	P.2. AUTO VOLTAGE CAPABLE - 220 / 110 VAC (VOLT ALTERNATING CURRENT)
	P.3. BACK-UP TIME: 15 MINUTES
	P.4. THREE-PRONGED PLUG
Q. ATM ACCESSORIES (ADVERT PANEL OR ADVERT FASCIA LIGHT)	Q.1. DIMENSIONS: MINIMUM WIDTH SHALL MATCH THE ATM FASCIA; HEIGHT NOT LESS THAN 250MM
	Q.2. COVER MUST BE ACRYLIC OR POLYCARBONATE
	Q.3. INSERT MEDIA SHOULD BE BACKLIT PET FILM (DURATRANS OR EQUIVALENT).
	Q.4. INITIAL PRINTING AND INSTALLATION OF ALL MEDIA TO BE DISPLAYED IN THE ADVERTISEMENT PANELS (DESIGN TO BE PROVIDED BY THE BANK).
	Q.5. WITH INTERNAL LED BACKLIGHTING
R. OTHERS	R.1. SHOULD CONFORM WITH AMERICAN DISABILITIES ACT (ADA) STANDARDS
	R.2. WITH AUDIO ASSISTANCE FUNCTIONALITY AND OTHER FEATURES FOR PERSONS WITH DISABILITY
	R.3. WHITELISTED USB STORAGE; ENABLE USB PORTS FOR KEYBOARD, MOUSE, CAMERA, RECEIPT PRINTER AND DISPENSER.
	R.4. BUILT-IN SPEAKERS (8 WATTS)
	R.5. FULLY ROHS (RESTRICTION OF HAZARDOUS SUBSTANCES) COMPLIANT
	R.6. METAL LABEL INDICATING TERMINAL ID
	R.7. THREE-METER-LONG COMMUNICATIONS CABLE (CAT-5 WITH RJ45 ON BOTH ENDS) NEEDED FOR THE INSTALLATION OF THE ATM, TO BE DELIVERED ALONG WITH THE MACHINE

SOFTWARE FEATURES	MINIMUM SPECIFICATIONS
A. LICENSE AND INSTALLATION	A.1. ALL SOFTWARE MUST BE LICENSED, PRELOADED AND INSTALLED. IT SHALL INCLUDE, BUT NOT LIMITED TO THE FOLLOWING: OPERATING SYSTEM DATABASE, ATM MONITORING TOOL, APPLICATION SOFTWARE, COMPENSATING CONTROL TOOLS SUCH AS WHITELISTING, SECURITY SOFTWARES INCLUDING ANTI-SKIMMING SOLUTIONS, AND COMPRESSION UTILITIES; TLS VERSION 1.2 OR HIGHER; ENDPOINT PROTECTION; AND ANTI-MALWARE
	A.2 ALL APPLICABLE LICENSE/CERTIFICATE RENEWALS/UPGRADES/INTEGRATION (TERMINAL SOFTWARE INSTALLED IN THE ATM) SHALL BE PROVIDED BY THE TPSP WITHOUT ADDITIONAL COST TO THE BANK, INCLUDING HARDWARE REPLACEMENT DUE TO NEW/UPGRADED SOFTWARE REQUIREMENTS FROM THE DATE OF INSTALLATION UP TO THE END OF CONTRACT PERIOD
	A.3 THE TPSP SHALL UPDATE DBP AND SEEK APPROVAL ON ALL LATEST ATM SOFTWARE-RELATED UPDATES AS NEEDED WITHIN THE CONTRACT PERIOD
B. OPERATING SYSTEM	B.1. MINIMUM WINDOWS 10 ENTERPRISE LTSC 2021 (VERSION 21H2)
	B.2. TIME AND DATE MUST BE AUTOMATICALLY SYNCHRONIZED WITH THE ATM SWITCH/HOST
	B.3. PRELOADED WITH ETHERNET LAN CARD SOFTWARE DRIVERS
	B.4 PRELOADED INTEGRATED COMMUNICATIONS SOFTWARE APPLICABLE FOR TCP/IP
	B.5. IN CASE OF WINDOWS 10 REACHING ITS END OF SUPPORT, TPSP SHALL BE RESPONSIBLE IN IMPLEMENTING ANY NECESSARY UPGRADES OR TRANSITION TO A SUPPORTED OS VERSION WITHIN THE CONTRACT PERIOD, WITHOUT INCURRING ADDITIONAL COSTS TO DBP. THIS INCLUDES, BUT IS

ANNEX B of FORM 9-A (page 6 of 7)

SOFTWARE FEATURES	MINIMUM SPECIFICATIONS
	NOT LIMITED TO, HARDWARE UPGRADES OR ANY OTHER REQUIREMENTS MANDATED BY THE NEW OS.
C. SCREEN FUNCTIONALITIES	C.1. 800 x 600 MINIMUM RESOLUTION
	C.2. ABLE TO SUPPORT GRAPHICS FORMAT: JPG, GIF
	C.3. ABLE TO SUPPORT AUDIO/VIDEO FORMAT: MPEG, AVI, MP3 OR MP4
	C.4. ABLE TO SUPPORT TEXT OVERLAY
	C.5 SHALL BE ABLE TO CUSTOMIZE SCREENS VIA A JTOEXEC.BAT AND/OR REMOTE UPDATE
	C.6 SHALL SUPPORT THE DISPLAY OF TEXT/INFORMATION FROM THE HOST
D. ELECTRONIC JOURNAL	D.1. MAXIMUM OF 365 DAYS RETENTION PERIOD
	D.2. LOGGING AND BROWSING FACILITY WITH DATA ENCRYPTION AND PROTECTION
	D.3. UPLOAD FACILITY TO HOST VIA TCP-IP
	D.4. CAPABLE TO SEARCH DATE AND TIME FROM THE TRANSACTION LOGS AT THE PC AND ATM LEVEL
	D.5. ABLE TO BACKTRACK, SAVE AND PRINT TARGET DATE. SPECIFIC TRANSACTION WITHOUT DOWNLOADING THE WHOLE CONTENTS OF TRANSACTION FILES AS NEEDED
	D.6. VENDOR SHOULD PROVIDE FULL SOFTWARE SUPPORT - CAPABLE TO LOG EJ FOR THE AFFECTED TRANSACTION THE ERROR PERTAINING TO CASH RETRACTED / CASH RETAINED OR THE NUMBER OF BILLS RETRACTED/RETAINED
	D.7. SHALL COMPLY WITH BANK'S STANDARD RECONCILIATION SYSTEM FORMAT
E. REMOTE RESTART CAPABILITY	E.1. TPSP SHALL PROVIDE REMOTE ATM READING SYSTEM WITH REMOTE/RESTART FUNCTIONALITY
F. SOFTWARE DISTRIBUTION CAPABILITY	F.1. THE TPSP SHALL PROVIDE A SOFTWARE DISTRIBUTION APPLICATION THAT WILL ALLOW USERS TO REMOTELY DEPLOY AND RUN/EXECUTE SOFTWARE UPDATES TO THE MACHINE
	F.2 SHALL PROVIDE A SOFTWARE FOR THE REMOTE DOWNLOADING OF ATM ELECTRONIC JOURNAL AND CAMERA IMAGE
G. EMV REQUIREMENT	G.1. INSTALLATION, ACTIVATION, AND ENABLING OF NECESSARY UPDATES ON EMV COMPLIANCE OR REQUIREMENTS WHILE THE ATM IS OPERATIONAL/INSTALLED SHALL BE FOR THE ACCOUNT OF THE TPSP. INSTALLATION MAY COINCIDE WITH THE PREVENTIVE MAINTENANCE SCHEDULE. THE ATM SHALL ACCEPT EMV CARDS ONLY.
	G.2 PROVIDE FULL SUPPORT DURING TERMINAL INTEGRATION CERTIFICATION
H. ENCRYPTION	H.1. TRIPLE DES (3-DES) ENCRYPTION COMPLIANT FOR BOTH HARDWARE AND SOFTWARE
	H.2. DATA-AT-REST PROTECTION/DISK ENCRYPTION AND TRUSTED BOOT
	H.3. CAPABLE OF USING TLS MESSAGE ENCRYPTION FOR ALL MESSAGES BETWEEN ATM AND SWITCH
I. MESSAGE TO/FROM HOST	I.1. SHALL BE PCI-DSS AND PCI-PA-DSS CERTIFIED
	I.2. SHALL BE CAPABLE TO RUN USING THE BANK'S MESSAGE FORMATS
	I.3. SEND ATM MESSAGE TO HOST ON VAULT ACTIVITIES
	I.4. SEND ATM MESSAGE TO HOST ON HARDWARE-RELATED ERRORS
	I.5. SUPPORT REMOTE HOST CHANGING/UPDATING/UPLOADING/DOWNLOADING OF TERMINAL MASTER KEYS (HARDWARE READ /)
	I.6. SUPPORT SENDING OF ATM MESSAGE FOR STATUS OF ANTI-SKIMMING DEVICE/MODULE IN CASE OF MALFUNCTION
	I.7. SUPPORT SENDING OF ATM MESSAGE FOR STATUS OF CONSUMABLE SUPPLY COUNTERS TO HOST, (RETRIEVE/SET OPERATIONAL COMMAND MESSAGE)
J. LOCAL SETTINGS	J.1. CUSTOMIZATION IMAGE (CI) RETAINED AFTER POWER INTERRUPTION
	J.2. ALL SOFTWARE SETTINGS RETAINED AFTER POWER INTERRUPTION

ANNEX B of FORM 9-A (page 7 of 7)

SOFTWARE FEATURES	MINIMUM SPECIFICATIONS
K. OTHERS	K.1. ACCESS AND NAVIGATION OF MAINTENANCE MODULE THRU THE USE/PRESENCE OF KEYBOARD AND MOUSE OR ITS EQUIVALENT TOUCH SCREEN OPERATOR PANEL
	K.2. SUPERVISOR MODE USER MANAGEMENT CAPABILITY
	K.3. REMOTE RESTART IN SPECIFIC ERROR SITUATIONS
	K.4. ATM SELF-TEST AFTER SUPERVISOR'S SERVICING
	K.5. AUTOMATIC DEVICE ENABLING ONCE THE PROBLEM IS SOLVED
	K.6. LOCAL OUTPUT/PRINTING OF TRANSACTION SESSION IN TEXT FORMAT FOR ALL ERRORS AND LOGGING IN PC FILE AND VIEW IN MONITOR, STANDARD OPERATING PROCEDURES (SOP), DIAGNOSTIC AND TRACE FILE)
	K.7. SUPPORT LEASED LINE AND WIRELESS COMMUNICATION MODES
	K.8. CAPABLE TO RUN VIA TCP-IP
	K.9. APPLICATION PROTOCOL: SUPPORT MESSAGE FORMAT OF THE BANK'S ATM SWITCH
	K.10 COMMUNICATIONS CABLE (CAT-5 WITH RJ45 ON BOTH ENDS) NEEDED FOR THE INSTALLATION OF THE ATM, TO BE DELIVERED ALONG WITH THE MACHINE
	K.11 PCI (PERIPHERAL COMPONENT INTERCONNECT)
	K.12 CARD RETRIEVE PROMPTER (LIGHT INDICATOR & BEEPER)
	K.13 ATM SHALL BE CAPABLE OF OPERATING UNDER NORMAL TEMPERATURES IN THE PHILIPPINES
	K.14 FACILITY TO PERFORM REMOTE ATM SELF-DIAGNOSTICS
	K.15 USER'S MANUAL FOR OPERATIONS, MONITORING SYSTEM/TOOL, REMOTE ATM READING SYSTEM, AND BROWSER

OTHERS	MINIMUM SPECIFICATIONS
L. SYSTEM INTEGRATION TESTING/ USER ACCEPTANCE TEST	L.1 THE SYSTEM INTEGRATION TESTING/SIT, USER ACCEPTANCE TESTING/UAT AND PROGRAMMING SHALL BE COMPLETED WITHIN 120 CALENDAR DAYS AFTER RECEIPT OF NOTICE TO PROCEED AND/OR PURCHASE ORDER. THE PENALTY FOR NON-COMPLIANCE WILL BE 1/10 OF 1% OF THE UNPERFORMED PORTION (VAT INCLUSIVE) PER DAY. THE UNPERFORMED PORTION SHALL BE COMPUTED BASED ON THE NUMBER OF ATMs UNDELIVERED DUE TO INCOMPLETE SIT/UAT.
	L.2 THE TPSP SHALL PROVIDE TECHNICAL SUPPORT DURING THE DURATION OF SIT and UAT.

FORM 10

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

I/We _____, _____, the duly authorized representative/s of _____ hereby certify that:

1. I/We am/are prohibited from retaining, disposing, selling, or sharing information related to the project and the DBP without express authority from the Development Bank of the Philippines.
2. All data, configuration, etc. generated and created under this project shall be documented, turned over to, and be the property of the Development Bank of the Philippines (DBP).

Issued this _____ day of _____ 2026, in _____, Philippines.

Name of the Company (Bidder)

Full name of Authorized Representative

Address

Signature of Authorized Representative

Contact No.

E-mail Address

FORM 11 (page 1 of 2)

(use Bidder's Official Letterhead)

**PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2026-03**

BID FORM

To: *DEVELOPMENT BANK OF THE PHILIPPINES*

Having examined the Philippine Bidding Documents (PBD) including the Supplemental Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

a. I/We have no reservation to the PBD, including the Supplemental Bid Bulletins, for the Procurement Project *[Project Title]*;

b. **[Select one, delete the other]**

I/We undertake to deliver the Goods in accordance with the delivery schedule in the Schedule of Requirements;

I/We offer to execute the Works for this Contract in accordance with the PBD;

c. The total price of our Bid in words and figures, excluding any discount offered below, is *[insert information]*;

d. The discounts offered and the methodology for their application, if any, are: *[insert information or indicate N/A if no discount offered]*;

e. The total bid price in words and figures, after applying the applicable discount, is *[insert final bid amount less discount]*. This includes the cost of all taxes, such as, but not limited to *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized in the Price Schedules/Detailed Estimates:

f. This Bid shall remain valid within a period stated in the PBD, and it shall be binding upon me/us at any time before the expiration of that period;

g. If our bid is accepted, I/we commit to enter to a contract and provide a performance security in the form, amounts, and within the times prescribed in the PBD, and hereby acknowledge the consequences under the IRR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.

FORM 11 (page 2 of 2)

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon the Bidder.

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBD.

The undersigned is authorized to submit the bid on behalf of *[Name of the Bidder]* as evidenced by the attached *[State the Written Authority]*.

I/We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name of Authorized Representative]

[Position/Designation]

[Date]

FORM 12-A

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

Pricing Details for Goods Offered from Within the Philippines

1	2	3	4	5	6	7	8	9	10
Item	Description	Source of Domestic Product, as certified by the Relevant Agency	Quantity	Unit price exw per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Summary of Bid Prices

Service	Projected Frequency	Total 5 Years			
		ABC (₱)		Financial Proposal (₱)	
		Max Amount per Service	Total	Bid Amount per Service	Total
ATM Lease, Deployment and Installation	62,100	30,240.00	1,877,904,000.00		
ATM Services	51,925	31,763.41	1,649,315,064.25		
ATM Cash Management and Replenishment	12,625	11,760.00	148,470,000.00		
Total			3,675,689,064.25		

**** The total detailed financial proposal must not exceed the total ABC. Likewise, the total bid amount for each Service must not exceed the ABC per line item (Service).**

Name: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

FORM 12-B

PROCUREMENT OF ATM MANAGED SERVICES TO A THIRD-PARTY SERVICE PROVIDER (TPSP) FOR THE DEVELOPMENT BANK OF THE PHILIPPINES Bid Reference No. G-2026-03

Pricing Details for Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Summary of Bid Prices

Total 5 Years					
Service	Projected Frequency	ABC (₱)		Financial Proposal (₱)	
		Max Amount per Service	Total	Bid Amount per Service	Total
ATM Lease, Deployment and Installation	62,100	30,240.00	1,877,904,000.00		
ATM Services	51,925	31,763.41	1,649,315,064.25		
ATM Cash Management and Replenishment	12,625	11,760.00	148,470,000.00		
Total			3,675,689,064.25		

**** The total detailed financial proposal must not exceed the total ABC. Likewise, the total bid amount for each Service must not exceed the ABC per line item (Service).**

Name: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Section X. Post-Qualification Forms



We Build **Possibilities.**[®]



POST-QUALIFICATION TRANSMITTAL FORM

TITLE OF THE PROJECT: _____

Note: For the LOWEST CALCULATED BID (LCB), please fill-out and submit together with the Post-Qualification Requirements.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT
Received:

Name of Bidder: _____

Complete Address: _____

Submitted by: _____

Contact number: _____ Email: _____

Within five (5) calendar days from the notice that the bidder is the **Lowest or Single Calculated Bid (LCB/SCB)**, the bidder shall submit two (2) sets of the following documentary requirements (which the bidder may also opt to submit on the date of opening of bids; please bring ORIGINAL documents for verification):

- i. Latest Annual Income Tax Returns;
- ii. Latest Business Tax Returns: VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) for the six (6) months period preceding the submission and opening of bids with proof of payment (any one of the following):
 - a. Electronic Filing and Payment System (EFPS) confirmation receipt
 - b. Bank-issued payment confirmation receipt
 - c. BIR payment confirmation receipts/status
- iii. Copies of the following documents:
 - a. DTI or SEC Certificate of Registration (including the names of company's controlling stockholders, directors, board members and officers);
 - b. General Information Sheet (GIS) (certified by SEC)
 - c. Valid/current Business/Mayor's Permit; and
 - d. Valid/current Tax Clearance issued by the BIR for bidding purposes.
- iv. Copies of Notice of Award (NOA), contract, Notice to Proceed (NTP), or equivalent documents relative to the listed ongoing projects/contracts.
- v. Duly signed Letter of Authorization stating that the bidder is authorizing the Development Bank of the Philippines (DBP) to conduct credit/background investigation as part of the Post-Qualification process, in relation to the project being bid. (*Template hereto attached*)
- vi. Other documents as may be listed in the Technical Specifications/Terms of Reference/Scope of Works.

Note: Failure to submit the above requirements on time or a finding against the veracity of such shall be grounds for the forfeiture of the bid security and disqualify the bidder for award.

LETTER OF AUTHORIZATION

[shall be submitted during post-qualification process or upon receipt of the Notice of Single/Lowest Calculated Bid]

(use Bidder's Official Letterhead)

Date:

To: **THE CHAIRPERSON, BIDS AND AWARDS COMMITTEE (BAC)**

Development Bank of the Philippines (DBP)
Sen. Gil Puyat Ave., cor. Makati Ave., Makati City
1200 Philippines

Gentlemen:

This is to authorize the Development Bank of the Philippines (DBP) and its authorized representatives, to conduct the validation/verification of the following documents as part of post qualification relative to our bid for the (state Title of the Bid Project) under (state Bid Reference Number):

1. Certificate of PhilGEPS Registration (Platinum Membership)
2. SEC or DTI Certificate of Registration (as applicable)
3. Current/Valid Business/Mayor's Permit
4. Current/Valid Tax Clearance
5. Current Audited Financial Statements
6. Current/Valid PCAB License (only applicable for Infrastructure projects)
7. Completed Contract/s

Thank you.

Very truly yours,

Name and Signature of the Authorized Representative

Section XI. Contract Form / Purchase Order



We Build **Possibilities.**[®]



Contract Form

[Note: The duly accomplished form is not required to be submitted with the Bid but shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT FOR [Insert Project Title]

This CONTRACT executed on the _____ day of _____ 20____ by and between:

[Name of Procuring Entity], a government agency of the Republic of the Philippines, hereinafter called "the Entity";

-and-

[Name of Supplier /Contractor/ Consultant] a company duly organized and existing under the laws of [city and country], with principal office at [insert address], hereinafter called "the Supplier".

WHEREAS, the Entity invited Bids for certain goods and services/works/consulting services, particularly *[Brief description of Project]*;

WHEREAS, the Supplier/Contractor/Consultant submitted a responsive bid and was awarded the contract for the procurement in the total amount of *[Contract price in words and figures, including currency]*, hereinafter referred to as the "Contract Price."

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree as follows:

1. Unless otherwise stated, terms and expressions used in this Contract shall have the same meanings as those assigned to them in the Conditions of Contract, which form an integral part of this Contract.
2. The following documents as required by the Implementing Rules and Regulations of Republic Act No. 12009 shall form part and be read and construed as integral parts of this Contract, *viz.:*
 - a. Philippine Bidding Document (PBD); *[Select one, delete the others]*
 - *For Procurement of Goods*
 - i. Invitation to Bid;
 - ii. Instruction to Bidders;
 - iii. Bid Form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - iv. Bid Data Sheet;
 - v. Schedule of Requirements;
 - vi. Technical Specifications;
 - vii. General and Special Conditions of Contract;
 - viii. Supplemental Bid Bulletins, if any; and

- ix. Other contract documents that may be required by existing laws and/or the Entity.
- *For Procurement of Infrastructure Projects*
 - i. Drawings/Plans;
 - ii. Specifications;/Scope of Work;
 - iii. Bill of Quantities;
 - iv. General and Special Conditions of Contract; and
 - v. Supplemental Bid Bulletins, if any;
 - *For Procurement of Consulting Services*
 - i. General and Special Conditions of Contract;
 - ii. Terms of Reference;
 - iii. Request for Expression of Interest;
 - iv. Instructions to Bidders;
 - v. Bid Data Sheet;
 - vi. Addenda and/or Supplemental/Bid Bulletins, if any;
 - vii. Bid forms, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents/ statements submitted (e.g., bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - viii. Eligibility requirements, documents and/or statements;
 - ix. Performance Security;
 - x. Notice of Award of Contract and the Bidder's *conforme* thereto; and
 - xi. Other contract documents that may be required by existing laws and/or the Entity.
- b. Winning bidder's bid, including the Eligibility Requirements, Technical and Financial Proposals, and all other documents or statements submitted;
 - c. Performance Security;
 - d. Notice of Award of Contract; and the Bidder's *Conforme* thereto; and
 - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBD, such as but not limited to the Notice to Proceed and Warranty Security.
3. In consideration of the Contract Price of [*Contract Price in words and figures*], or such other sums as may be determined in accordance with the terms of the Contract, the Supplier/Contractor/Consultant agrees to deliver and perform the items and related services for the [*Project Title*] described herein in accordance with the terms and conditions specified in the Contract and its annexed documents.
 4. The [*Name of the Procuring Entity*] agrees to pay the above-mentioned sum to the Supplier/Contractor/Consultant in accordance with the schedule and manner provided in the Bidding Documents and its annexes.
 5. Any dispute, difference, or claim arising out of or relating to this Contract, including its existence, validity, interpretation, breach, or termination thereof, may be submitted to arbitration or other form of alternative dispute resolution in accordance with the

applicable law, such as Republic Act No. 9285 (Alternative Dispute Resolution Act of 2004) or Executive Order No 1008, series 1985 (Construction Industry Arbitration Law).

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

For the Procuring Entity
Head of the Procuring Entity or Duly
Authorized Representative

For the Bidder
Duly authorized to sign the Contract for and
behalf of *[Bidders Name]*:

[Signature over Printed Name]
[Position/Designation]
[Date]

[Signature over Printed Name]
[Position/Designation]
[Date]

Signed in the presence of:

[Name and Signature]
Witness – Procuring Entity

[Name and Signature]
Witness- Supplier

ACKNOWLEDGMENT

BEFORE ME, A Notary Public for and in the _____, City/Province of _____, this _____ day of _____, 20_____, personally appeared the above-named persons who have satisfactorily proven to me their identity, through their identifying documents written below their names and signatures, that they are the same persons who executed and voluntarily signed the foregoing instrument consisting of _____ pages, including this page where this Acknowledgement is written, which they acknowledged before me as their free and voluntary act and deed.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued]*, *[place issued]*
IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____



PURCHASE ORDER

SUPPLIER :	P.O. NO. :
ADDRESS :	DATE :
TIN :	END USER :
TEL./FAX NO. :	P.R. NO. :
	MODE OF PROCUREMENT :

Gentlemen:

Please deliver the following article(s), product(s), supplies, or materials listed below, subject to the terms and conditions contained herein:

DESCRIPTION/BRAND/STOCK NO./PRODUCT CODE	QTY.	UNIT	UNIT PRICE	AMOUNT
			TOTAL AMOUNT:	

TOTAL AMOUNT IN WORDS :

PLACE OF DELIVERY :	DELIVERY TERM :
DATE OF DELIVERY :	PAYMENT TERM :
TIME OF DELIVERY :	COUNTRY OF ORIGIN :

Subject to the following conditions:

- The above prices are inclusive of V.A.T.
- For every day of delay, 1/10 of 1% of the price of the undelivered quantity will be deducted from the total price.
- Items delivered are subject to inspection and acceptance prior to payment.
- When requesting payment, please present your Billing Statement/Statement of Account/Sales Invoice/Charge Slip, as the case may be.
- If delivery cannot be completed within the specified date, please return this P.O. stating your reason(s) therefore. Otherwise, we will take necessary action to protect the interest of the DBP.
- This transaction shall be subjected to the specific terms and conditions set forth in the Terms of Reference/Scope of Works/Technical Specifications.
- Further, the following documents shall be attached, deemed to form, and be read and construed as part of this Purchase Order, to wit:
 - General and Special Conditions of Contract;
 - Terms of Reference/Scope of Works/Technical Specifications; and
 - Other contract documents that may be required by existing laws and/or DBP
- For the avoidance of doubt, in the conflict or inconsistency between the above-mentioned documents and this Purchase Order of precedence shall be:
 - The General and Special Conditions of Contract;
 - The Terms of Reference/Scope of Work/Technical Specifications; and
 - This Purchase Order

PROCESSED :	We accept this Purchase Order with all its terms and conditions. We certify that we have not given nor do we intend to give any amount of money or gift in any form whatsoever to any official or employee of the DBP for the purpose of securing this P.O. or having the payment hereof expedited. We understand and accept that such acts on our part shall constitute sufficient ground for the DBO to revoke this P.O. and cause us to be excluded from further dealings with the Bank.
CHECKED :	
APPROVED :	
	_____ (Printed Name of Supplier / Contractor) By: (Duly Authorized Representative)
	SIGNATURE :
	NAME :
	POSITION :
	DATE :

HEAD OFFICE: SEN. GIL J. PUYAT AVENUE CORNER MAKATI AVENUE, MAKATI CITY, PHILIPPINES
 P.O. BOX 1996, MAKATI CENTRAL POST OFFICE 1200
 TELEPHONE: (02) 8818-95-11
 FAX NO.: (02)8815-16-14
 E-MAIL: pimd@dbp.ph

Republic of the Philippines



Government Procurement Policy Board