



REQUEST FOR QUOTATION

Supply and Installation of Eighty (80) Pieces of Automotive Tires

Procuring Entity : DBP Head Office
Solicitation Number : P-CFMD-26-00065
Date of Posting/Canvass : 03/24/2026
Deadline of Submission : 03/27/2026 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱745,000.00

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

Please be guided by the following:

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

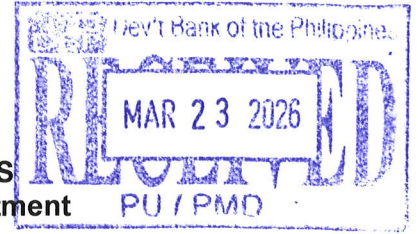
Documentary Requirements:

- Signed Formal Quotation/Proposal (using Supplier's Letterhead) with Scope of Services/Technical Specifications to prove compliance with DBP requirements;
- Proof of PhilGEPS Registration;
- Valid/Updated (2026) Mayor's/Business permit;
- Omnibus Sworn Statement with 11 Statements;
- Secretary's Certificate (for Supplier under Partnership/Corporation);
- Latest Income/Business Tax Return;
- Signed/Conformed DBP Terms of Reference (with date, name and signature of Supplier's Authorized Representative per page);
- Accomplished and Signed DBP Privacy Consent Form (with date, name and signature of Supplier's Authorized Representative); and
- Certification that the supplier has a shop within Metro Manila where all works will be done and have a computerized wheel alignment, automatic tire changer, wheel balancer and sufficient parking space/s for scheduled vehicles.

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

CLYD JUSTINE U. ESGUERRA / pimd-pu-capexteam@dbp.ph / 8818-9511 local 2603 / 0999-923-8631

DEVELOPMENT BANK OF THE PHILIPPINES
Construction and Facilities Management Department



Supply and installation of Eighty (80) pieces of Automotive tires (1 Lot)

TERMS OF REFERENCE

- I. **Approved Budget for the Contract (ABC):** The Total ABC is Seven Hundred Forty-Five Thousand Pesos (₱745,000.00), inclusive of VAT and other applicable charges.
- II. **Scope of Services:** Supply and installation of Eighty (80) pieces of Automotive Tires including Tire Valve Replacement, Wheel Balancing with weights, Wheel Alignment and Camber Correction for DBP Head Office service vehicles
- III. **Technical Specifications:**

Item	Size	Quantity	Unit Price (₱)	Total Price (₱)
1 ✓	265/60 R18 Tubeless	2 pcs.	15,000.00	30,000.00
2 ✓	205/65 R15 Tubeless	26 pcs.	7,500.00	195,000.00
3 ✓	225/70 R15 Tubeless	12 pcs.	11,000.00	132,000.00
4 ✓	205/65 R16 Tubeless	32 pcs.	9,500.00	304,000.00
5 ✓	205/55 R17 Tubeless	8 pcs.	10,500.00	84,000.00
	TOTAL	80 pcs.		745,000.00

1. Tires must have a production date of 2026.
2. The procurement is to be considered as one lot.
3. The project will be awarded to the supplier with the lowest and responsive total offer, provided that the price per item shall not exceed ABC.
4. The proposal/quotation must clearly indicate the Brand and Model, Technical Specifications, Unit Cost, and Total Cost for each item for evaluation.

IV. **Conditions of the Contract:**

1. The Supplier shall ensure that all items delivered are in accordance with the specifications required by the DBP.
2. DBP reserves the right to reject item(s) that are defective and non-compliant with the required specifications.
3. The Purchase Order (PO) shall remain valid for one (1) year from receipt of the Notice to Proceed (NTP) or until full consumption of total amount in the PO, whichever comes first.
4. Supplier must ensure the automotive tires are brand new, unused and in compliance with the Philippine National Standard (PNS) and certified under the Bureau of Philippine Standard (BPS) Mandatory Product Certification Schemes, whether locally manufactured or imported.
5. The Supplier must have a shop within Metro Manila where all works will be done.

V. **Delivery/Completion Period:**

The DBP representative, Mr. Andrew R. San Juan, will coordinate with the Supplier. The Supplier must complete mounting/installation, balancing, and tire valve replacement services **within three (3) calendar days** upon receipt of the vehicle(s).

VI. **Warranty:** Minimum warranty of Three (3) years from the date of installation.

Conformed by:

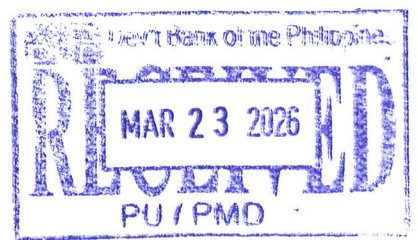
Company: _____

Signature over

Printed Name: _____

Date: _____

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VII. Processing of Payment:

- Payment shall be processed upon completion of fifty percent (50%) of the repair works, subject to the submission of the following documents: Invoice, Warranty Certificate, Certificate of Completion/Acceptance (issued by DBP), Billing Statement/Statement of Account (as applicable)
- In case the Supplier fails to deliver within the agreed schedule, 1/10 of 1% of the price of undelivered quantity shall be deducted from the payment for each calendar day of delay.

VIII. Documentary Requirements:

Interested suppliers must submit the following documents:

- ✓ 1. Proposal/Quotation
- ✓ 2. Proof of PhilGEPS Registration
- ✓ 3. 2026 Mayor's/Business Permit
- ✓ 4. Signed DBP Data Privacy Consent Form
- ✓ 5. Omnibus Sworn Statement
- ✓ 6. Secretary's Certificate (for Suppliers under Partnership/Corporation)
- ✓ 7. Latest Income/Business Tax return (ITR)
- ✓ 8. Certification that the supplier has a shop within Metro Manila where all works will be done and have a computerized wheel alignment, automatic tire changer, wheel balancer and sufficient parking space/s for scheduled vehicles.

Prepared by:

SIGNED

JOEY Q. BANTANG
Property and Facilities Analyst

Recommended by:

SIGNED

ROLAND A. LLORENTE
Acting Head, Transport Services Team
(Per Office Order No.026 dated January 19, 2026)

Approved by:

SIGNED

SM EDWIN C. DIZON
Concurrent Officer-in-Charge, CFMD
(Per Office Order No. 003 dated 06 January 2026)

Conformed by:

Company: _____

Signature over
Printed Name: _____

Date: _____



Name of Project	Supply and Installation of Eighty (80) pieces of Automotive Tires
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I, _____, (Address) _____,
(Contact Number) _____, (Email Address) _____ hereby authorize/consent to the processing of personal and other related business information which I voluntarily provided to the **Development Bank of the Philippines (DBP)** and understand, acknowledge and agree to the following specific purposes and terms:

I authorize DBP for **processing**¹ and using my personal and other related business information, including but not limited to my name, address, contact details, and any other relevant information necessary for the evaluation process.

I understand that appropriate security measures shall be implemented by DBP for the protection of my personal and other related business information and shall be treated confidentially. Similarly, such information shall only be disclosed to authorized personnel involved in the procurement process of DBP.

I acknowledge that my personal and other related business information may be retained by DBP for as long as deemed necessary to fulfill the purposes specified/stated in this consent form, or as required by applicable policies, laws or regulations.

I understand that I have the right to access and request correction of my personal and other related business information held by DBP to correct any error and inaccuracy, in accordance with applicable data privacy laws.

I understand that I have the right to withdraw my consent, and request DBP to stop the **processing** of my personal and business information which may cease/ terminate/ discontinue the evaluation and other related procurement processes.

I agree that any confidential information obtained during my participation in the bid and procurement procedures shall not be disclosed to any third party other than its intended purpose.

By signing below, I acknowledge that I have read and understood the terms and purposes of this consent form and agree to the **processing** of my personal and other related business information as described.

Signature over Printed Name

Date Signed

ADDITIONAL INFORMATION

For inquiries or complaints, you may contact the Development Bank of the Philippines (DBP), Attention to: the **DBP Data Protection Officer or the DBP Customer Experience Management Department**, Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City, Philippines, Telephone No. (02) 8818-9511 to 20/ (02) 8818-9611 to 20, email: info@dbp.ph.

¹**PROCESSING** - refers to any operation or any set of operations performed upon personal data including but not limited to, the collection, recording, organization, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.