



REQUEST FOR QUOTATION

Supply and Installation of Various Automotive Batteries

Procuring Entity : DBP Head Office
Solicitation Number : P-CFMD-26-00064
Date of Posting/Canvass : 03/25/2026
Deadline of Submission : 03/28/2026 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱257,276.00

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);
- 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);
- For partnership with DENR-accredited Transporter, Collector and Treater, provide copy of either Memorandum of Agreement (DENR) as accredited/authorized transporter, collector and treater of Used Lead Acid Batteries (ULAB) and collected ULAB will be properly disposed of by an Accredited treater/recycler has a partner DENR-accredited TSD;
- Certification of authorized dealership from a battery manufacturer; and
- Valid Philippine Standard Quality Mark/License issued by Bureau of Philippines Standard (BPS)

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 Various Automotive Batteries

TERMS OF REFERENCE

I. Approved Budget for the Contract: The Total ABC is Two Hundred Fifty-Seven Thousand Two-Hundred Seventy-Six Pesos Only (₱ 257,276.00) inclusive of VAT and other applicable charges.

II. Technical Specifications:

Item and Technical Specifications	Quantity	Unit Cost (₱)	Less Trade in cost per unit (₱)	Total Cost (₱)
Battery 12V 2SMF (Lead Acid-Maintenance Free)*	17 pcs.	6,422.00	400.00	102,374.00
Battery 12V DIN55H (Lead Acid-Maintenance Free)*	8 pcs.	7,346.00	500.00	54,768.00
Battery 12V DIN66H (Lead Acid-Maintenance Free)*	2 pcs.	9,526.00	500.00	18,052.00
Battery 12V 3SMF (Lead Acid-Maintenance Free)*	1 pcs.	7,558.00	500.00	7,058.00
Battery 12V NS40 (Lead Acid-Maintenance Free)*	13 pcs.	5,110.00	200.00	63,830.00
Battery 12V 1SMF (Lead Acid-Maintenance Free)*	2 pcs.	5,897.00	300.00	11,194.00
TOTAL	43 pcs.			257,276.00

Note:

- ✓ 1. The ABC is inclusive of Trade-in-price of the battery.
- ✓ 2. The project is to be procured as one (1) lot.
- ✓ 3. The project will be awarded to the supplier with the lowest calculated and responsive total offer, provided that the price per item shall not exceed ABC.

III. Conditions of the Contract:

- ✓ 1. The Supplier must be within a 10 km. radius of the DBP Head Office.
- ✓ 2. The contract shall be valid for one (1) year upon acceptance of Notice to Proceed (NTP), or until consumption of the total amount of Purchase Order (PO) whichever comes first.
- ✓ 3. The supplier must ensure the items to be delivered and installed must be brand new bearing PS mark affixed to the battery under the Certification Mark License.
- ✓ 4. DBP has the right to reject deliveries if item/s are found to be defective and not compliant with the required specifications.
- ✓ 5. The supplier shall collect and properly dispose of all old or replaced batteries.
- ✓ 6. The supplier warrants that all goods delivered shall be free from defects.
- ✓ 7. The DBP Transport Services Team personnel shall coordinate with the supplier for the schedule of supply and installation of battery.
- ✓ 8. Upon confirmation of the schedule, the DBP Transport Services Team shall deliver/transport the vehicle to the supplier for battery installation.

IV. Completion Period:

The supplier shall supply and install the battery within two (2) calendar days after acceptance of the DBP vehicle.

Conformed by: _____
Company: _____

Signature over _____
Printed Name: _____

Date: _____

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V. Warranty:

- ✓ Minimum warranty of at least six (6) months warranty after installation of battery.

VI. Processing of Payment:

- Payment shall be processed after completion of each delivery/installation and subject to the submission of the following documents: (e.g. Invoice Billing Statement/Statement of Account/Certificate of Completion, Warranty Certificate as applicable).
- In case the Supplier fails to deliver within the agreed schedule, ^{1/10 of 1%} (001) of the price of undelivered quantity shall be deducted from the payment for each calendar day of delay.

VII. Documentary Requirements:

Interested supplier/s must submit the following:

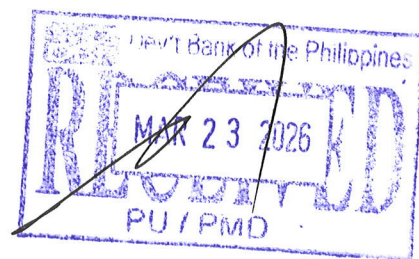
- ✓ 1. Proposal/Quotation with brochure or data sheet
- ✓ 2. Proof of PhilGEPS Registration
- ✓ 3. 2026 Mayor's/Business Permit
- ✓ 4. Signed DBP Data Privacy Consent Form
- ✓ 5. Omnibus Sworn Statement
- ✓ 6. Secretary's Certificate (for Supplier/s under Partnership or Corporation)
- ✓ 7. For partnership with DENR-accredited Transporter, Collector and Treater, provide copy of either Memorandum of Agreement or Contract with Department of Environment and Natural Resources (DENR) as accredited/authorized transporter, collector and treater of Used Lead Acid Batteries (ULAB) and the collected ULAB will be properly disposed of by an Accredited treater/recycler has a partner DENR-accredited TSD.
- ✓ 8. Certification of authorized dealership from a battery manufacturer
- ✓ 9. Valid Philippine Standard Quality Mark/License issued by Bureau of Philippine Standard (BPS).

Prepared by:

SIGNED

JOEY Q. BANTANG

Property and Facilities Analyst



Recommended by:

SIGNED

MR. ROLAND A. LLORENTE

Acting Head, Transport Services Team

(Per Office Order No.026 dated 19 January 2026)

Conformed by:

Company: _____

Signature over

Printed Name: _____

Approved by:

Date: _____

SIGNED

SM EDWIN C. DIZON

Concurrent Officer-in-Charge, CFMD and Officer-In-Charge, GSU

(Per Office Order No. 003 dated 06 January 2026)



Name of Project	Supply and Installation of Various Automotive Batteries
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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.