



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION
No. 26-027

The **Department of Budget and Management (DBM)**, through its **Administrative Service**, intends to procure "**Supply and Delivery of LED Track Lighting System**" for FY 2026 in accordance with **Section 34** (Small Value Procurement) of the Implementing Rules and Regulations of Republic Act No. 12009 or the New Government Procurement Act (NGPA).


Please quote your **best offer** for the item/s described herein, **subject to the attached Annexes A, B (Terms and Conditions) and C (Detailed Technical Specifications)** provided as part of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than April 15, 2026, 2:00 P.M.** at the Administrative Service – Procurement Management Division, Ground Floor, DBM Bldg. III, General Solano St., San Miguel, Manila. Quotations may also be submitted through the email address indicated below.

A copy of your **2026 Business or Mayor's Permit¹** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A **valid and updated PhilGEPS Registration Certificate (Platinum Membership) (all pages)** may be submitted in lieu of the Mayor's/Business Permit.

During the post-qualification period, the Procuring Entity (PE) may, as necessary, require the submission of additional documents, samples, and/or other requirements as identified by the PE for the purpose of verifying, validating and ensuring the completeness and compliance of the bidder's submitted requirements.

For any clarification, you may contact us at telephone no. **(02) 8657-3300 local 3115** or email address at resquinas@dbm.gov.ph.


AARON ALBERTO A. ESCALONA

Director III, and Concurrent
Chief Administrative Officer 

¹ In case of a recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit in accordance with Section 20.2.9.1(C) of the Implementing Rules and Regulations of Republic Act No. 12009 or the New Government Procurement Act

Date: _____



Name of Company: _____



Address: _____



Name of Store/Shop: _____



Address: _____



TIN: _____



PhilGEPS Registration Number: _____



INSTRUCTIONS:

- (1) Accomplish this Request for Quotation (RFQ) correctly and accurately.
- (2) The use of this RFQ is highly encouraged to minimize errors or omissions of the mandatory provisions.
 - If a different form is used other than the RFQ, the quotation shall contain all the mandatory provisions, including manifestation of the agreement with the Terms and Conditions below.
 - In case a prospective supplier or service provider submits a filled-out RFQ with a supporting document (i.e., price quotation in a different format), both documents shall be considered unless there is any discrepancy. In this case, provisions in the RFQ shall prevail.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATIONS

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "0" if the item being offered is for free.
2. Bidders must state "**Comply**" or any equivalent term in the column "**Bidder's Statement of Compliance**" against each of the individual parameters of each Specification.

Item	Description	Total Quantity	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
A	<p>LED Track Light</p> <ul style="list-style-type: none"> - Operating Voltage: 220V – 240V AC, 60Hz - Power Consumption: 10W – 30W - Lifespan: at least 20,000 Hours - Luminous Flux: at least 800 Lumens - Color Temperature: 3,000K – 3,500K (Warm White to Neutral White) - Color Rendering Index (CRI): ≥ 80 - Beam Angle: Adjustable, 15° - 60° - Housing: Aluminum - Casing Color: Black 	Twenty (20) pieces	<hr/>	<hr/>	<hr/>
B	<p>Track Bar (Black), 1 meter</p> <ul style="list-style-type: none"> - Mounting: Surface-mounted, Single-Phase - Voltage: 220V - 240V AC, 60Hz - Compatibility: Compatible with supplied track lights - Material: Aluminum 	20 pieces	<hr/>	<hr/>	<hr/>

Item	Description	Total Quantity	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
C	Track Bar Connectors – Straight - Compatibility: Compatible with supplied track bars	20 pieces	_____	← _____	← _____ ←
D	Conditions - In accordance with Item 3.1 of Annex C, Detailed Technical Specifications (DTS)		_____	← N/A	N/A
E	Scope of Supply and Delivery - In accordance with Item 4.0 of Annex C, DTS		_____	← N/A	N/A
F	Implementation Timelines - In accordance with Item 5.0 of Annex C, DTS		_____	← N/A	N/A
G	Terms of Payment - In accordance with Item 6.0 of Annex C, DTS		_____	← N/A	N/A
H	Warranty and After-Sales Support - In accordance with Item 7.0 of Annex C, DTS		_____	← N/A	N/A

*The above-quoted prices are inclusive of all costs and applicable taxes

SCHEDULE OF REQUIREMENTS				
Item	Description	Quantity	Target Delivery	Bidder's Statement of Compliance
A	Supply and Delivery of LED Track Lighting System - LED Track Light - Track Bar (Black), 1 meter - Track Bar Connectors Straight	20 pieces 20 pieces 20 pieces	Within fifteen (15) working days after receipt of Notice to Proceed (NTP)	<hr/>
B	Submission of Warranty Certificate - 1 year Warranty	-	Within seven (7) working days from the issuance of Certificate of Acceptance by the Administrative Service	<hr/>

FINANCIAL OFFER	
Approved Budget for the Contract (ABC)	Total Offered Quotation
Forty Thousand Five Hundred Eighty-Five Pesos Only (Php40,585.00)	In words: <hr/> <hr/> <hr/>
	In figures: <hr/> <hr/> <hr/>

<u>PAYMENT DETAILS</u>	
<u>Payment Terms:</u>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice an upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.
Banking Institution	
Account Number	
Account Name	
Branch	



CONFORME:

- _____ Signature over Printed Name (Authorized Representative)
- _____ Position/Designation
- _____ Office Telephone No.
- _____ Fax/Mobile No.
- _____ Email Address/es

TERMS AND CONDITIONS

1. Bidders shall provide the correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) *calendar days* from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of the contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The DBM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
11. Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.
12. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DBM **may** rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

13. In compliance with Section 3(a) of the Implementing Rules and Regulations of Republic Act No. 12009 or the New Government Procurement Act and consistent with Administrative Order No. 34, s. 2020, the DBM shall publish in its official website and social media platform the following post-award information:

- a) Project name;
- b) Approved budget for the contract;
- c) Contract period;
- d) Name of the winning bidder and its official business address;
- e) Amount of contract awarded;
- f) Date of Award and Acceptance;
- g) Implementing office/unit/division/bureau of the concerned agency or instrumentality.

CONFORME:

Signature over Printed Name
(Authorized Representative) ←

Position/Designation ←

Office Telephone No. ←

Fax/Mobile No. ←

Email Address/es ←

Detailed Technical Specifications

1.0 PROJECT TITLE

Supply and Delivery of LED Track Lighting System

2.0 OBJECTIVE

To procure LED track lights and compatible track bars for hallway paintings, ensuring good color rendering, adjustability, and ease of maintenance.

3.0 GENERAL CONDITIONS / SPECIFICATIONS

3.1 CONDITIONS

- 3.1.1 All items shall be brand new, unused, and of current production
- 3.1.2 All items shall comply with applicable electrical and safety standards
- 3.1.3 Items shall be properly packed to prevent damage during transport
- 3.1.4 No additional cost shall be charged beyond the approved contract price

3.2 SPECIFICATIONS

3.2.1 LED Track Light (20 pcs)

- 3.2.1.1 Operating Voltage: 220V – 240V AC, 60Hz
- 3.2.1.2 Power Consumption: 10W – 30W
- 3.2.1.3 Lifespan: at least 20,000 Hours
- 3.2.1.4 Luminous Flux: At least 800 lumens
- 3.2.1.5 Color Temp: 3000K – 3500K (Warm White to Neutral White)
- 3.2.1.6 Color Rendering Index (CRI): ≥ 80
- 3.2.1.7 Beam Angle: Adjustable, 15° – 60°
- 3.2.1.8 Housing: Aluminum
- 3.2.1.9 Casing color: Black

3.2.2 Track Bar (Black), 1 meter (20 pcs)

- 3.2.2.1 Mounting: Surface-mounted, Single-Phase
- 3.2.2.2 Voltage: 220V – 240V AC, 60Hz
- 3.2.2.3 Compatibility: Compatible with supplied track lights
- 3.2.2.4 Material: Aluminum

3.2.3 Track Bar Connectors – Straight (20 pcs)

- 3.2.3.1 Compatibility: Compatible with supplied track bars

4.0 SCOPE OF SUPPLY AND DELIVERY

- 4.1 Supply and deliver brand-new dimmable LED track lights
- 4.2 Supply and deliver compatible LED track bars and accessories
- 4.3 Deliver all items to the DBM-designated location
- 4.4 Provide warranty certificates, manuals, and product data sheets

5.0 IMPLEMENTATION TIMELINES

- 5.1 Supply and Delivery of LED Track Lighting System shall be within fifteen (15) working days after receipt of Notice to Proceed (NTP)

6.0 TERMS OF PAYMENT

- 6.1 A one-time payment shall be made after the issuance of the Certificate of Completion and Acceptance by the Administrative Service Director. The certificate shall be issued once the supplied items have been inspected and found to be in good condition and free from irregularities. The following documentary requirements, in accordance with budgeting and auditing laws, rules and regulations, must be submitted by the supplier:

- 6.1.1 Signed delivery receipts and sales invoice
- 6.1.2 Warranty from the Supplier
- 6.1.3 Duly signed Certificate of Completion and Acceptance

7.0 WARRANTY AND AFTER-SALES SUPPORT

The supplier shall warrant the LED track lights and drivers for a period of one (1) year against defects in materials and workmanship. Any defective items within the warranty period shall be repaired or replaced at no cost to the Department of Budget and Management (DBM). The supplier shall also guarantee the availability of spare parts for at least five (5) years from the date of delivery.

Prepared by:

Engr. Benjamin M. Lasala Jr
AO II

Review:

Engr. Conrado O. Ignacio III
AO V

Approved by:

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CAO