



REQUEST FOR QUOTATION

Sir / Madam:

In accordance with the Technical Specifications/Scope of Work and General Conditions for the project stated herewith, kindly fill up and submit your lowest price quotation:

Date	:	December 14, 2020
Project Title	:	PREVENTIVE MAINTENANCE SERVICE (PMS) FOR SLOT MACHINE 160KVA UNINTERRUPTIBLE POWER SUPPLY (UPS)
ITB No.	:	SV20-12-002DAV
Approved Budget for the Contract (ABC)	:	Eighty Thousand Pesos (PhP80,000.00) , VAT-exclusive, Zero-rated Transaction
Deadline for the Submission and Receipt of Quotation	:	December 22, 2020, Tuesday, 1:00 p.m. (Sealed Quotation)
Opening and Examination of Quotation	:	December 22, 2020, Tuesday, 1:00 p.m. onwards
<p>Please address and submit the envelope containing the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC), through the Procurement Section (PS), located at Property Office, Casino Filipino Davao, Lanang, Davao City during office hours of PAGCOR from 9:00 a.m. to 5:00 p.m.</p> <p>The envelope shall bear the following information in capital letters:</p> <ol style="list-style-type: none">1. Title and reference number of the project; and2. Name, address and contact details (telephone/cellphone numbers and/or e-mail address) of the Bidder. <p>Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted.</p>		

For any inquiries or clarifications, please contact the Procurement Section at telephone number 234-3997 loc. 162 and look for Mr. Jose-Lito E. Molina.

Thank you.

SGD
REGINA C. LEMANA
CHAIRPERSON
BRANCH BIDS AND AWARDS COMMITTEE (BBAC)

Dear Ms. Lemana:

In accordance with your request, following is our quotation for your requirement:

TECHNICAL SPECIFICATIONS

<p>Technical Description/ Specifications</p>	<p>Offered Technical Proposal Please fill up with either: “Comply” or “Not Comply” and indicate the brand in the space provided</p>																										
<p>TECHNICAL DATA: BRAND : SOCOMEC MODEL : DELPHYS GP GREEN POWER</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Input Parameters</td> </tr> <tr> <td style="width: 30%;">Input Voltage</td> <td>220V Input Supply Voltage, 3 Phase, 60Hz</td> </tr> <tr> <td>Input Frequency</td> <td>60Hz</td> </tr> <tr> <td>Input Power Factor</td> <td>>0.99</td> </tr> <tr> <td>Total Harmonic Distortion</td> <td><3% without external filter</td> </tr> <tr> <td colspan="2">Output Parameters</td> </tr> <tr> <td>Output KVA Rating</td> <td>160KVA</td> </tr> <tr> <td>Output KW Rating</td> <td>144 KW (minimum)</td> </tr> <tr> <td>Output Power Factor</td> <td>90% (minimum)</td> </tr> <tr> <td>Output Voltage</td> <td>220 V (Line to Line), 3-Phase, 60HZ</td> </tr> <tr> <td>Efficiency</td> <td>94% (minimum)</td> </tr> <tr> <td>Frequency</td> <td>60 Hz</td> </tr> <tr> <td>Total Harmonic Distortion</td> <td>< 1% with linear load / < 4% with nonlinear load</td> </tr> </table>	Input Parameters		Input Voltage	220V Input Supply Voltage, 3 Phase, 60Hz	Input Frequency	60Hz	Input Power Factor	>0.99	Total Harmonic Distortion	<3% without external filter	Output Parameters		Output KVA Rating	160KVA	Output KW Rating	144 KW (minimum)	Output Power Factor	90% (minimum)	Output Voltage	220 V (Line to Line), 3-Phase, 60HZ	Efficiency	94% (minimum)	Frequency	60 Hz	Total Harmonic Distortion	< 1% with linear load / < 4% with nonlinear load	
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<p>A. SCOPE OF WORK One time preventive maintenance with diagnostic for 2 units 160KVA SOCOMEC DELPHYS GP UNINTERRUPTIBLE POWER SUPPLY (UPS) FOR SLOT MACHINES</p>																											
<p>I. UPS MAINTENANCE</p>																											
<p>1. <u>Non-Intrusive (Minor) Preventive Maintenance:</u></p> <ol style="list-style-type: none"> a. Perform visual check-up and operational test of all UPS equipments and associated batteries. b. A performance check must be performed with the UPS running in normal operation with no interruption to the service and records all readings from display panel. c. Complete a functional checkout and test of the UPS diagnostic systems. d. Check environment, temperature, dust, moisture, room vents, etc. e. Clean and tighten all power connections at input and 																											

<p>output terminals, at all circuit breakers and at the terminal posts and fuses on the rectifier and inverter legs.</p> <p>f. During the inspection, check all power cabling for abrasions and burn spots. Visually check components for sign of overheating, swelling, leaking, etc.. Visually check printed circuit board alignments</p>	
<p>2. <u>Diagnostic Testing</u></p> <p>PHASE 1: COORDINATION MEETING</p> <ol style="list-style-type: none"> 1. Co-ordination meeting with end user to discuss the rundown procedure 2. Tool box meeting (Activity discussion) <p>PHASE 2: DIAGNOSTIC AND FUNCTIONAL TEST</p> <ol style="list-style-type: none"> 1. Download and save unit information, configuration and history logs 2. Verify / correction of UPS data for error measurement and setting 3. Put two (2) units into normal operation 4. Perform functional test load on battery by turning OFF ups 1 and 2 main breaker. (Note: If fail download and save ups 1 and 2 maintenance report and history logs) 5. Replace two (2) x general power supply for ups 1 only and test again into battery mode (Note If fail down load and save ups 1 maintenance report and history logs) 6. Replace two (2) x general power supply for ups 2 and test again into battery mode (Note If fail download and save ups 2 maintenance report and history logs) 7. If ups 1 or 2 works on battery mode after replacement of general power supply need to test again at a time via generator power (If fail download and save ups 1 and 2 maintenance report and history logs) 8. Conduct firmware upgrading for ups 1 and 2 9. After Firmware upgrading perform battery test via turning OFF of main input breaker for ups 1 and 2 (Note: if fail again down load and save ups 1 and 2 maintenance report) 10. Note all gathered ups data will be immediately sent to Socomec Singapore for Urgent evaluation. 11. Wait for further instruction for Socomec Singapore <p>PHASE 3: REPORT AND DEBRIEFING</p> <ol style="list-style-type: none"> 1. Preparation of service report 2. Discuss with client re-status of the unit 	
<p>II. BATTERY CONDITIONS:</p>	
<ol style="list-style-type: none"> a. Inspect batteries for loose connections, corrosion leaking or cracked cells, swelling, high temperature & potential load loss. b. Check for shorted or open cells 	

<ul style="list-style-type: none"> c. Check for corrosion on all terminals, cable deterioration & other anomalies, remove as needed d. Re-torque battery terminals as required e. Visual inspection for integrity & cleaning of the battery cabinet f. Battery cleaning g. Measurement of internal cell impedance test, for battery aging status h. Load test batteries i. Measure & record total battery float voltage & current j. Infrared inspection to detect possible battery overheating k. Provide a complete operational test of the system including a monitored battery-rundown test to determine if any battery strings or cells are the end of their useful lives 	
<p>III. Thermal scans shall be conducted on all electrical connections to ensure all are tight & not generating heat</p>	
<p>IV. REPORTS:</p>	
<p>1. <u>Maintenance Report Logbook.</u> A maintenance record book should be maintained on site containing essential information. Such information includes but is not limited to:</p> <ul style="list-style-type: none"> a. Manufacturer manuals, wiring diagrams, operating procedures b. Maintenance schedules and records. c. Equipment settings and adjustments required for normal operation d. Meter readings e. Record of UPS issues and associated repairs and a complete record of maintenance history. <p>2. <u>Preventive Maintenance Report.</u> When all maintenance is completed proper readings shall be verified again. Any Possible overloading, load imbalances & harmonic problems etc. shall be recorded with the maintenance reports & submitted to the end-user within three (3) working days</p> <ul style="list-style-type: none"> I. Proper protective clothing & equipment is required for personnel performing the maintenance II. Service must be rendered by factory-trained engineers who are familiar with the UPS, manufacturer's testing requirements, specifications and safety precautions. III. Comprehensive reorientation of Pagcor Maintenance & Slot Machine personnel to cover operational procedures, preventive maintenance & emergency trouble shooting. 	

ADDITIONAL TERMS AND CONDITIONS	Please fill up with either: “Comply” or “Not Comply”
1. Scheduled one-time Preventive Maintenance with diagnostic shall be provided during regular business hours, from 9:00am to 6:00pm (Mondays to Saturdays)	
2. Inspection of the UPS to be undertaken by the Service Provider’s qualified personnel shall be within regular working days from 9:00am – 6:00pm	
3. Availability of telephone or online support 24/7	
4. PAGCOR shall shoulder all replacement parts/consumable supplied by the Service Provider after presentation of service reports, replaceable parts description and with prior approval from Pagcor provided the cost of labor and spare parts submitted is reasonable and acceptable.	
5. PAGCOR may opt to purchase replacement parts from other suppliers and shall be installed by the Service Provider at PAGCOR’s expense.	
6. Schedule of Services: The required services shall be completed within thirty (30) calendar days upon receipt of Notice to Proceed or upon end user’s advice.	
7. The Service Provider shall submit to PAGCOR a detailed billing for services supplied, supported by a Job Order which will form part of the processing of payment.	
8. The supplier agrees to pay a penalty of one-tenth of one (1/10 of 1%) of the corresponding contract price for each day of delay, including non-working days (i.e. Saturday and Sunday), legal holidays or special non-working holidays. PAGCOR shall 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.	
9. NOTE: SERVICE PROVIDER SHALL VERIFY MAINTENANCE SERVICES / WORKS WITH THE SLOT MACHINE SECTION FOR CLARIFICATIONS.	

FINANCIAL OFFER / QUOTATIONS

Description of Item	QTY/ UOM	Unit Cost VAT-Exclusive, Zero Rated Transaction	Total Cost VAT-Exclusive, Zero Rated Transaction

PREVENTIVE MAINTENANCE SERVICE (PMS) SLOT MACHINE 160KVA UPS	Two (2) Units	PHP _____ (Amount in figures)	PHP _____ (Amount in figures)
		_____	_____
		_____	_____
		_____	_____
		(Amount in words)	(Amount in words)

VALIDITY OF OFFER: Ninety (90) calendar days from the date of Opening and Examination of Quotations

Additional Requirements:

As part of the post-qualification process, kindly submit the following documents for compliance within 3-calendar days from receipt of the notice and upon determination of the bidder having the Lowest / Single Calculated Quotation:

1. BIR Certificate of Registration for individuals (***If applicable***);

OR;

- 1.1 Registration Certificate from the Department of Trade and Industry (DTI) for sole proprietors, Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, partnerships or joint ventures or Registration Certificate from the Cooperative Development Authority (CDA), and

- 1.2 Valid Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located

2. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or a valid PhilGEPS Registration Certificate;

Philippine Government Electronic Procurement System (PhilGEPS) Registration Number: _____;

3. Omnibus Sworn Statement using the form prescribed in Annex A hereof.

The Omnibus Sworn Statement shall be supported by an attached document showing proof of authorization, e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture or a Special Power of Attorney (SPA) in case of sole proprietorships for situations where the signatory is not the sole proprietor/owner.

NOTES:

1. Bidders shall submit their quotations through their duly authorized representatives using this form only. This form must be completed without any alterations to their format and no substitute form shall be accepted. All **parameters** shall be filled in with the correct and accurate information as required.
2. Quotation(s)/Proposal(s) submitted exceeding the Approved Budget for the Contract shall be rejected.
3. The prices quoted are to be paid in Philippine Currency.
4. All prices quoted are **INCLUSIVE** of all applicable duties, government permits, fees, and other charges relative to the acquisition and delivery of items to PAGCOR, but **VAT-Exclusive, Zero-Rated Transaction**.
5. For the purpose of standardization of quotations/proposals, this RFQ Form will prevail over all kinds and forms of quotation. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. PAGCOR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. Award of contract shall be made in favor of the supplier or contractor having the Single or Lowest Calculated Responsive Quotation (for goods and infrastructure projects) or a consultant with the Single or Highest Rated Responsive Proposal, which complies with the minimum technical specifications and other terms and conditions stated herein.
9. The supplier agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the corresponding contract price for each day of delay, including non-working days (i.e. Saturday and Sunday), legal holidays or special non-working holidays. PAGCOR shall 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.
10. Other terms and conditions are stipulated in the attached Annex A of the Purchase Order.

BIDDER'S COMMITMENT:

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of procurement and evaluation set up by the BAC, to the provisions of the attached Annex A (Terms and Conditions) of the Purchase Order and to the rules and regulations of the Government and PAGCOR.

We understand that PAGCOR is not bound to accept the lowest or any quotation it may receive.

Very truly yours,

Signature over Printed Name / Date
TIN: _____

Position

Company Represented
TIN: _____

Address

OMNIBUS SWORN STATEMENT

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

AFFIDAVIT

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

a) **Select one, delete the other:**

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

If a 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]*;

b) **Select one, delete the other:**

If a 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 proposal, to sign and execute the ensuing contract for *[Name of the Project]* of the Philippine Amusement and Gaming Corporation, as shown in the attached duly notarized Special Power of Attorney;

If a 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 proposal, to sign and execute the ensuing contract for *[Name of the Project]* of the Philippine Amusement and Gaming Corporation, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable);]*;

c) *[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;

d) Each of the documents submitted in satisfaction of the procurement requirements for the conduct of Negotiated Procurement (Small Value) is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

e) *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

f) **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

g) *[Name of Bidder]* complies with existing labor laws and standards; and

h) *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a. Carefully examine all of the contents of the Request for Quotation/Request for Proposal;

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, if any; and

d. Inquire or secure Supplemental/Bid Bulletin(s) issued, if any, for the *[Name of the Project]*.

i) *[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.

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

Bidder's Representative/Authorized
Signatory

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. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission

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 _____

Tel. No. / Fax No.