



REQUEST FOR QUOTATION	
Date	: December 10, 2020
Project Title	: Procurement of Two (2) Lots Services for the Generator Set Preventive Maintenance of CF-Bacolod
ITB No.	: SV20-12-016BAC
Approved Budget for the Contract (ABC)	: One Hundred Ninety Thousand Four Hundred Four Pesos and 91/100 (Php 190,404.91) VAT Exclusive, Zero-Rated Transaction <div style="border: 1px solid black; padding: 5px;"><p><i>Lot 1 - Procurement of Services for the Generator Set Preventive Maintenance of 750KVA Cummins Diesel Engine, ABC: One Hundred Nine Thousand Five Hundred Seventy-Four Pesos and 91/100 (Php 109,574.91), VAT Exclusive, Zero-Rated Transaction</i></p><p><i>Lot 2 - Procurement of Services for the Generator Set Preventive Maintenance of 250KVA John Deere Diesel Engine, ABC: Eighty Thousand Eight Hundred Thirty Pesos (Php 80,830.00), VAT Exclusive, Zero-Rated Transaction</i></p></div>
Deadline for the Submission and Receipt of Quotations/ Proposals	December 18, 2020, Friday, 9:00 am (Sealed Quotation)
Opening and Examination of Quotation(s) / Proposal(s)	: December 18, 2020, Friday, 9:00 a.m. onwards Please submit and address the envelope containing the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC) CF-Bacolod through the Procurement Section, Ground Floor L-Fisher Hotel Annex Building 15 th Corner Aguinaldo Street Bacolod City. The envelope shall bear the following information in capital letters: 1. Title and reference number for the project, and 2. Name, address and contact details (telephone/cellphone number and/or email address) of the Bidder Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted.

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 quotation:

For any inquiries or clarifications, please contact Procurement Section at telephone number (034) 434-8901 and look for Mr. German M. Dela Cruz, Acting Procurement Officer or Ms. Lilly Ann Jelbuena, Procurement Staff II.

Thank you.

(SGD)

BEN M. POLIDO

CHAIRPERSON

BRANCH BIDS AND AWARDS COMMITTEE (BBAC) CF-Bacolod

Dear Mr. Polido:

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

I. TECHNICAL SPECIFICATIONS/ SCOPE OF WORK AND GENERAL CONDITIONS OF THE PROJECT

Description / Scope of Work	Offered Technical Quotation Please check the box corresponding to your offered specifications
Lot 1 - Procurement of Services for the Generator Set Preventive Maintenance of 750KVA Cummins Diesel Engine	
1. Mechanical works (General Servicing) <ul style="list-style-type: none"> ➤ Change Oil ➤ Remove and replace oil filter ➤ Remove and replace fuel filter ➤ Re-tightening of crankshaft pulley and alternator belt ➤ Check-up and clean air cleaner assembly ➤ Check radiator coolant inhibitor with cool - guard ➤ Re-tightening of external bolt generator set ➤ Monitor gauges/meters, check up electrical/electronic system of unit ➤ Cleaning of Radiator Assy. ➤ Test run engine ➤ Give recommendations as maybe found necessary. 	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY
2. Electrical Works <ul style="list-style-type: none"> ➤ Check-up engine and electrical controllers ➤ Check-up metering gauges and engine shut-off protection devices ➤ Check-up electrical wirings ➤ Check-up generator circuit breaker and power cable attach ➤ Check-up engine speed controller and magnetic pick-up ➤ Check-up of shut off solenoid assembly ➤ Check-up AVR assembly ➤ Check-up battery charging alternator and battery trickle charger ➤ Test Run Engine. 	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY
3. Parts to be replaced:	
<ul style="list-style-type: none"> ➤ 2 pcs. Oil Filter ➤ 1 pc. Oil Filter by Pass ➤ 2 pcs Fuel Water Separator ➤ 2 pcs Coolant Filter ➤ 1 pc Air Filter ➤ 2 gal Coolant ➤ 3 pail High Performance Lube Oil 	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY

Lot 2 - Procurement of Services for the Generator Set Preventive Maintenance of 250KVA John Deere Diesel Engine

1. Mechanical works (General Servicing)

- Change Oil
- Remove and replace oil filter
- Remove and replace fuel filter
- Re-tightening of crankshaft pulley and alternator belt
- Check-up and clean air cleaner assembly
- Check radiator coolant inhibitor with cool - guard
- Re-tightening of external bolt generator set
- Monitor gauges/meter, check-up electrical/electronic system of unit
- Test run engine
- Give recommendations as maybe found necessary.

- COMPLY
 NOT COMPLY

2. Electrical Works

- Check-up engine and electrical controllers
- Check-up metering gauges and engine shut-off protection devices
- Check-up electrical wirings
- Check-up generator circuit breaker and power cable attach
- Check -up engine speed controller and magnetic pick-up
- Check-up of shut off solenoid assembly
- Check-up AVR assembly
- Check-up battery charging alternator and battery trickle charger
- Test Run Engine.

- COMPLY
 NOT COMPLY

3. Parts to be replaced:

- 1 pc Element, Oil Filter
- 1 pc Fuel Filter
- 1 pc Element, Air Filter
- 1 pc Element, Fuel water Separator
- 1 gal Coolant
- 2 pail High Performance Lube Oil

- COMPLY
 NOT COMPLY

OTHER REQUIREMENTS:

- All Parts are original/genuine

- COMPLY
 NOT COMPLY

- Site Inspection Certificate from the end- user

- COMPLY
 NOT COMPLY

<p>➤ Letter of Authority from the Distributor to conduct Service/Repair to the existing Unit</p>	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY
<p>Schedule of Delivery: December 31, 2020, 8:00 am</p>	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY
<p>Place of Delivery: Casino Filipino-Bacolod, 15th Cor Aguinaldo Street, Bacolod City.</p>	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY

II. FINANCIAL QUOTATION:

Description	Unit Cost	Total Cost (VAT-Exclusive, Zero-Rated Transaction)
Lot 1 - Procurement of Services for the Generator Set Preventive Maintenance of 750KVA Cummins Diesel Engine	PhP _____	PhP _____
Lot 2 - Procurement of Services for the Generator Set Preventive Maintenance of 250KVA John Deere Diesel Engine	PhP _____	PhP _____
<p align="center">GRAND TOTAL COST VAT Exclusive, Zero Rated Transaction</p>	<p align="center"><i>(Note: Please state amount in words and in figures)</i></p>	

NOTES:

- The quotations (unit and total prices) shall be rounded off up to two (2) decimal places.
- Quotations must be gross of all applicable taxes and VAT-exclusive, zero rated transactions.

VALIDITY OF OFFER: Ninety (90) calendar days from the date of opening of quotations

PAYMENT SCHEDULE: Payment shall be made upon issuance of the Certificate of Acceptance.

Additional Requirements:

Bidders have the option to submit the following documents, together with the quotation, on the deadline for the Submission and Receipt of Quotations/Proposal or at the latest within three (3) calendar days from the determination of the bidder having the Lowest / Single Calculated Quotation and receipt of the BAC notice relative thereto:

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

OR;

- a. 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
 - b. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located or Official Receipt as proof of payment for renewal.
2. Philippine Government Electronic Procurement System (PhilGEPS) Platinum Certificate of Registration and Membership; **OR;**

PhilGEPS Registration Number: _____;

3. Omnibus Sworn Statement using the form prescribed in Annex A hereof for projects with an ABC amounting to more than Fifty Thousand Pesos (PhP50,000.00).

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.

4. Latest Income **or** Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS) for projects with an ABC amounting to more than Five Hundred Thousand Pesos (PhP500,000.00).

In accordance with Executive Order (E.O.) No. 398, Revenue Regulation (R.R.) No. 03-2005 and Revenue Memorandum Circular (RMC) 16 – 2005, the above-mentioned tax returns shall refer to the following:

- a) Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal, **OR;**
- b) Latest Business Tax Returns shall refer to the Value Added Tax (VAT) or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening & Preliminary Examination of Quotations.

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/contractor/consultant 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. For projects with an ABC amounting to more than Five Hundred Thousand Pesos (Php500,000.00), the winning supplier/contractor/consultant shall be required to post a performance security prior to the signing of the contract to guarantee the faithful performance of the winning supplier/contractor/consultant, in accordance with any of the following schedule:

Form of Security	Amount in Percentage of Total Contract Price
Cash or 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: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; or	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorize to issue such security specific for the contract awarded.	Thirty Percent (30%)

The Performance Security shall remain valid for the entire contract duration and shall be release only after the issuance by the Philippine Amusement and Gaming Corporation (PAGCOR) of the final Certificate of Acceptance (issuance of the IAR); Provided that PAGCOR has no claims filed against the contract awardee or the surety or insurance company.

11. 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/Service Contract and to the rules and regulations of the Government and PAGCOR.

Very truly yours,

Signature over Printed Name

Date: _____

TIN: _____

Position:

Company Represented:

TIN: _____

Address / Tel. No. / Fax No.

