



## REQUEST FOR QUOTATION

Date	:	November 6, 2020
Project Title	:	Supply and Delivery of Food and Beverage for CF-Cebu Parkmall for Marketing Events
ITB No.	:	ITB No. DC20-11-004CEB
Approved Budget for the Contract (ABC)	:	Two Hundred Thousand Pesos (Php 200,000.00), VAT Exclusive, Zero-Rated Transaction
Deadline for submission of Quotation	:	November 11, 2020 (Open Quotation)  Please submit the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC) through the Procurement Section (PS), 3 <sup>rd</sup> Floor Casino Filipino-Cebu, Waterfront Hotel & Casino, Salinas Drive, Lahug, Cebu City  You may enclose all documents in an envelope duly marked with the following details: 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  Furthermore, copies of the accomplished RFQ and the other required documents may also be submitted through fax at telefax numbers (032)268-4989 or through electronic mail at <a href="mailto:RamahdynaJezza.Conejos@pagcor.ph">RamahdynaJezza.Conejos@pagcor.ph</a>

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 the Branch Procurement Section, Casino Filipino-Cebu, at telephone numbers (032) 232-7119/268-4989 and look for Ms. Czarina Cheloe D. Ylaga.

Thank you.

**JOEL G. CANTOS**

Chairman,  
Branch Bids and Awards Committee (BBAC) CF-Cebu

Dear Mr. Cantos:

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 Proposal Please fill up each column with either: "Comply" or "Not Comply"
<p><b>Supply and Delivery of Food and Beverage for CF-Cebu Parkmall for Marketing Events</b></p> <p>The Supplier must provide the following in bento box or disposable food containers:</p> <ul style="list-style-type: none"> <li>• 1 Appetizer</li> <li>• 1 Salad</li> <li>• 3 Main Dishes</li> <li>• Rice (Any Variety) and/or Roll (as required)</li> <li>• 1 round of drinks (soda/iced tea/juice)</li> <li>• Good for 416 persons</li> </ul> <p>The Supplier must also provide the following:</p> <ul style="list-style-type: none"> <li>• Purified Drinking Water</li> <li>• Dining Plates</li> <li>• Spoon and Fork</li> <li>• Tables (high/dining/buffet)</li> <li>• Chairs (high/dining)</li> <li>• Glasses (drinking/wine)</li> <li>• Table Clothes</li> <li>• Table Center Piece</li> <li>• Chafing Dish</li> <li>• Chafing Dish Warmers</li> </ul>	
<p><b>Terms and Conditions</b></p> <ol style="list-style-type: none"> <li>1. The <b>CONTRACTOR</b> must be able to meet the demands of the End-User in connection with the goods/services to be provided to its clients in accordance with the standards of <b>PAGCOR</b>.</li> <li>2. The <b>CONTRACTOR</b> shall provide the goods/services duly approved by <b>PAGCOR</b>.</li> <li>3. The <b>CONTRACTOR</b> should not exceed beyond the budget given by <b>PAGCOR</b>.</li> <li>4. Number of Food to be served is subject to change the day before of event (<i>it may increase or decrease depending on the number of attendees</i>).</li> <li>5. The <b>CONTRACTOR</b> shall ensure that the food will be prepared and cooked on the day of the</li> </ol>	

<p>delivery.</p> <p>6. In case of suspension of work due to fortuitous events (i.e. inclement weather and its effects (e.g. storm surges, floods, etc.) fire, etc.) the caterer shall be advised of the cancellation of delivery until 7:00am of the actual delivery date.</p> <p>7. No advice of cancellation of delivery before 7:00am of the actual date of delivery would mean a confirmation of the delivery.</p> <p>8. The <b>CONTRACTOR</b> should deliver/cater at Parkmall Satellite Casino.</p> <p>9. The <b>CONTRACTOR</b> should the items in good condition 2 hours before the event.</p> <p>10. <b>PAGCOR</b> has the right to "Return" the spoiled/ fouled/defective items to the <b>CONTRACTOR</b>.</p> <p>11. Both parties (<b>PAGCOR</b>, Marketing Section and <b>CONTRACTOR</b>) shall mutually approve any last minute changes (less than 1-day).</p> <p>12. In the event of cancellation, the caterer shall be advised at one (1) day before the delivery date.</p> <p>13. (Must present product sample) Food taste, presentation and other arrangement will be conducted for post-qualification purposes.</p> <p>14. Payment will be processed upon submission of the statement of account with complete required attachments for audit purposes</p>	
<p style="text-align: center;"><b>OTHER REQUIREMENTS</b></p>	<p style="text-align: center;">Please fill up with either: "Comply" or "Not Comply"</p>
<p><b>Place of Delivery :</b> Parkmall Satellite Casino, North Reclamation Mandaue City, Cebu.</p> <p><b>Contact Person and Contact Details:</b> Estherluz Mae Suelto Tel Number: (032) 341-0373</p>	
<p><b>Schedule of Requirements or Delivery/Completion Period:</b> Staggered Delivery for the period of six (6) months, effective on the date specified in the Notice to Proceed.</p>	
<p><b>Period for Replacement/Correction of Defects:</b> two (2) hours from receipt of advice from PAGCOR</p>	<p style="text-align: center;">Within</p>

**II. FINANCIAL QUOTATION:**

Quantity/UOM	Description	Unit Cost	Total Cost (VAT-Exclusive, Zero-Rated Transaction)
416 persons	<p>The Supplier must provide the following in bento box or disposable food containers</p> <ul style="list-style-type: none"> <li>• 1 Appetizer</li> <li>• 1 Salad</li> <li>• 3 Main Dishes</li> <li>• Rice (Any Variety) and/or Roll (as required)</li> <li>• 1 round of drinks (soda/iced tea/juice)</li> </ul> <p>The Supplier must also provide the following:</p> <ul style="list-style-type: none"> <li>• Purified Drinking Water</li> <li>• Dining Plates</li> <li>• Spoon and Fork</li> <li>• Tables (high/dining/buffet)</li> <li>• Chairs (high/dining)</li> <li>• Glasses (drinking/wine)</li> <li>• Table Clothes</li> <li>• Table Center Piece</li> <li>• Chafing Dish</li> <li>• Chafing Dish Warmers</li> </ul>	PhP _____	PhP _____
	<p><b>GRAND TOTAL COST VAT Exclusive, Zero Rated Transaction</b></p>	<p>(Note: Please state amount in words and in figures)</p>	

**NOTES:**

1. The quotations (unit and total prices) shall be rounded off up to two (2) decimal places.
2. 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.

Note: Payments may be made either through Letter of Credit (LC) or Telegraphic Transfer. However, the charges for the opening of the LC shall be for the account of Contractor.

**ADDITIONAL REQUIREMENTS:**

Upon submission of your quotation, kindly also submit the following:

1. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement before issuance of the Notice of Award.

2. Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS) (for contracts with an Approved Budget for the Contract (ABC) amounting to more than Five Hundred Thousand Pesos (PhP500,000.00)) otherwise, delete this requirement if ABC is PhP500,000.00 and below,

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 the Submission and Receipt of Quotations;
3. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or a valid PhilGEPS Platinum Certificate of Registration and Membership; and
  4. Original copy of the duly notarized Secretary's Certificate (in case of corporations, partnerships or joint ventures) or a Special Power of Attorney (in case of Sole Proprietor) attesting that the signatory is the duly authorized and designated representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the procurement activity.

**[Please add only in cases of procurement of goods from abroad involving foreign bidders]** In the case of foreign bidders, the above-

mentioned documents provided under numbers 1 to 4 may be substituted by the appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned. The documents to be submitted to the BAC must be in English. A translation of the documents in English certified by the appropriate embassy or consulate in the Philippines must accompany the abovementioned documents if they are in other foreign language.

*(If above requirements are already on file and updated, whether through the PhilGEPS Certificate of Registration and Membership or within PAGCOR's records/database of suppliers, the BAC shall no longer require its resubmission.)*

**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 blank spaces shall be filled in with the correct and accurate information as required.
2. Quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected.
3. The quotation may be accepted immediately or after some negotiations.
4. The prices quoted are to be paid in Philippine Pesos(local transactions)/US Dollars (foreign transactions), VAT Exclusive, Zero Rated Transaction.
5. 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, and are **VAT-Exclusive, Zero-Rated Transaction**.
6. For the purpose of standardization of quotations, 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.
7. 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.
8. PAGCOR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. The supplier agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the total cost of the unperformed portion for everyday 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 Purchase/Service Contract.

**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 Bids and Awards Committee (BAC), to the provisions of the attached Purchase/Service Contract 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 / Tel. No. / Fax No.  
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