



**REQUEST FOR QUOTATION**

Date: December 23, 2020

PAP Code/  
Project Title: CEB-92 Procurement of One (1) Lot Laundry Services for CF- Cebu

ITB No.: SV20-11-028CEB

Approved Budget for  
the Contract (ABC): FIVE HUNDRED FORTY THOUSAND PESOS ONLY (PHP 540,000.00),  
Vat Exclusive, Zero Rated Transaction

Deadline for the  
Submission and  
Receipt of  
Quotations/Proposals: January 07, 2021, Thursday, 1:00 pm (Sealed Quotation)

Opening of Quotation: January 07, 2021, Thursday 2:00 pm  
Please submit and address the envelope containing the accomplished RFQ form and required documents to the Procurement Office, Casino Filipino – Cebu, 3<sup>rd</sup> Floor of Waterfront Hotel & Casino, Salinas Drive, Lahug, Cebu City.

The envelope shall bear the name and address of the Bidder in capital letters;

1. Title and reference number for the project, and
2. Name, address and contact details (telephone/cell phone number and/or email address) of the Bidder

**Note: Quotations submitted after the deadline shall not be accepted.**

**Sir / Madame:**

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 Procurement Section at telephone number 268-4989 and look for Mr. Eric A. Laquindanum.

Thank you.

SGD.  
**JOEL G. CANTOS**  
A/SCM  
Chairman, BBAC, CF-Cebu

Dear Mr. Cantos:

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

**I. Technical Specifications/Scope of Work and General Conditions of the Project:**

Description / Scope of Work	<b>Offered Technical Quotation/ Proposal</b>  Please check the box corresponding to your offered specifications
<p><b>Procurement of One (1) Lot Laundry Services for CF-Cebu</b></p> <p>Laundry Services for Fitted and Flat Bed Sheet, Bath Towel, Bath Mat, Bath Robe, woolen Blanket, Curtain Set, Bed Cover, Car Seat cover and Other Large Size Cloth/Linen <b>approximate Total 4,000 kilos</b></p> <p>Laundry Services for Pillow cases, Throw pillow, Face towel, Hand towel, Assorted Cloth and other Small to medium Size Cloth/Linen <b>approximate Total of 3,000 kilos</b></p> <ol style="list-style-type: none"><li>1. PICK-UP and DELIVERY of Laundry shall be free of charge, thus no add-on charges to the laundry service cost per kilo. PAGCOR authorized personnel will call the CONTRACTOR for the pick-up schedule. Delivery of cleaned items shall be 72 hours after pick-up.</li><li>2. The CONTRACTOR has the option to reject pre-damaged items upon pick-up, or it will accept the same but note the damage on the pick-up slip in the presence of the PAGCOR Representative. In such event the CONTRACTOR shall not be liable for the damage upon delivery of the damaged items. On the other hand, the PAGCOR has the right to reject damaged items delivered by the CONTRACTOR to the former unless the damaged item/s noted on the pick-up slip. For damages or lost items, the CONTRACTOR shall pay 5 times the cost of laundry to PAGCOR.</li><li>3. Laundry services shall commence within 7 days from the acknowledgement of the Notice to Proceed. In the event that either of the two items budget be depleted before the contract expires, the remaining items budget shall be consumed with the consideration of the cost per kilo of the depleted item.</li><li>4. Prices indicated should be VAT exclusive, zero rated transaction.</li><li>5. Payment shall be on staggered basis, based on actual deliveries/services and upon submission of statement of account at the main casino. The Total payment should not exceed the total contract cost. PAGCOR shall not be under any obligation to pay the CONTRACTOR the entire amount of the Budget.</li></ol>	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY

End-User: 

6. The supplier must send the billing statement on the fifteenth (15th) or end of the month (30th).		
<b>Completion Period</b>	Contract Period for One (1) Year on Staggered Delivery of Complete Service.	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY
<b>Delivery Place</b>	Casino Filipino- Cebu , Parkmall Satellite or at The Main Casino in Lahug as advised.	<input type="checkbox"/> COMPLY <input type="checkbox"/> NOT COMPLY

**II. Financial Quotation:**

Qty.	Description	Unit Cost VAT Exclusive, Zero Rated Transaction	Total Cost VAT Exclusive, Zero Rated Transaction
7,000 KLG.	<b>Procurement of One (1) Lot Laundry Services for CF-Cebu</b>  Laundry Laundry Services for Fitted and Flat Bed Sheet, Bath Towel, Bath Mat, Bath Robe, woolen Blanket, Curtain Set, Bed Cover, Car Seat cover and Other Large Size Cloth/Linen  <b>approximate Total of 4,000 kilos</b>	_____	_____
	Laundry Services for Pillow cases, Throw pillow, Face towel, Hand towel, Assorted Cloth and other Small to medium Size Cloth/Linen  <b>approximate Total of 3,000 kilos</b>	_____	_____

<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>The quotations (unit and total price) shall be rounded off up to two (2) decimal places.</li> <li>Quotations must be gross of all applicable taxes and VAT Exclusive, Zero Rated transactions</li> </ol> <p><b>VALIDITY OF OFFER:</b> Ninety (90) calendar days from the opening of quotations.</p>	<p align="right"><i>(Grand Total Amount)</i></p> <p>Amount in Words and in Figures:</p> <p>_____</p> <p>_____</p> <p>PHP _____</p>
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End-User: 

**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 five (5) calendar days from the determination of the bidder having the Lowest / Single Calculated Quotation and receipt of the BBAC notice relative thereto:

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 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 (PHP 50,000.00).  
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 (PHP 500,000.00).  
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, and 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, 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 the Five Hundred Thousand Pesos (PHP 500,000.00) 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	Thirty Percent (30%)

surety or insurance company duly certified by the Insurance Commission as authorize to issue such security specific for the contract awarded.

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 Casino Filipino – Cebu, Procurement Section 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.