



**REQUEST FOR QUOTATION**

Date	:	<b>April 26, 2022</b>						
Project Title	:	<b>PROCUREMENT OF PREVENTIVE MAINTENANCE SERVICES (PMS) FOR EXISTING MOTOR VEHICLES AND SUPPLY AND DELIVERY OF SPARE PARTS AND SUPPLIES FOR THE R&amp;M OF MOTOR VEHICLES</b>  Breakdown of lots are as follows: <table border="1"><thead><tr><th>Lot No.</th><th>Description</th></tr></thead><tbody><tr><td>1</td><td>Procurement of Preventive Maintenance Services (PMS) for Existing Motor Vehicles</td></tr><tr><td>2</td><td>Supply and Delivery of Spare Parts and Supplies for the R&amp;M of Motor Vehicles</td></tr></tbody></table>	Lot No.	Description	1	Procurement of Preventive Maintenance Services (PMS) for Existing Motor Vehicles	2	Supply and Delivery of Spare Parts and Supplies for the R&M of Motor Vehicles
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1	Procurement of Preventive Maintenance Services (PMS) for Existing Motor Vehicles							
2	Supply and Delivery of Spare Parts and Supplies for the R&M of Motor Vehicles							
ITB No.	:	<b>SV22-04-003DAV</b>						
Approved Budget for the Contract (ABC)	:	The ABC for the project is in the total amount of <b>Five Hundred Eighteen Thousand Six Hundred Fourteen Pesos (PhP 518,614.00)</b> , VAT-Exclusive, Zero-Rated Transaction.  ABC per lot as follows: <table border="1"><thead><tr><th>Lot No.</th><th>ABC VAT-exclusive, zero-rated Transaction</th></tr></thead><tbody><tr><td>1</td><td>Two Hundred Forty Thousand Pesos (PhP 240,000.00)</td></tr><tr><td>2</td><td>Two Hundred Seventy-Eight Thousand Six Hundred Fourteen Pesos (PhP 278,614.00)</td></tr></tbody></table>	Lot No.	ABC VAT-exclusive, zero-rated Transaction	1	Two Hundred Forty Thousand Pesos (PhP 240,000.00)	2	Two Hundred Seventy-Eight Thousand Six Hundred Fourteen Pesos (PhP 278,614.00)
Lot No.	ABC VAT-exclusive, zero-rated Transaction							
1	Two Hundred Forty Thousand Pesos (PhP 240,000.00)							
2	Two Hundred Seventy-Eight Thousand Six Hundred Fourteen Pesos (PhP 278,614.00)							
Deadline for the Submission and Receipt of Quotations/ Proposals	:	<b>May 4, 2022, Wednesday, 2:00 p.m. (Sealed Quotation)</b>						
Opening and Examination of Quotation(s) / Proposal(s)	:	<b>May 4, 2022, Wednesday, 2:00 p.m. onwards</b>  Please address and submit the envelope containing the accomplished RFQ form and required documents to the <b>Branch Bids and Awards Committee (BBAC)</b> , through the <b>Procurement Section (PS)</b> , located at the <b>Basement Area</b> ,						

	<p><b>Casino Filipino Davao, Lanang, Davao City</b> during office hours of PAGCOR from 8:00 a.m. to 5:00 p.m.</p> <p><b>The envelope shall bear the following information in capital letters:</b></p> <ol style="list-style-type: none"><li>1. Title and reference number for the project, and</li><li>2. Name, address and contact details (telephone/cellphone number and/or email address) of the Bidder.</li></ol> <p><b>Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted.</b></p>
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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 Procurement Section at telephone number 234-9398 to 99 loc. 162 and look for Mr. Jose-Lito E. Molina.

Thank you.

**Sgd**  
**REGINA C. LEMANA**  
CHAIRPERSON  
BRANCH BIDS AND AWARDS COMMITTEE (BBAC)  
CASINO FILIPINO – DAVAO

Dear Ms. Lemana:

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

**I. TECHNICAL SPECIFICATIONS**

<p align="center"><b>Technical Description/ Specifications</b></p>	<p align="center"><b>Offered Technical Proposal</b> Please fill up with either: “Comply” or “Not Comply” and indicate the brand in the space provided</p>
<p align="center"><b>Lot 1 – Procurement of Preventive Maintenance Services (PMS) for Existing Motor Vehicles</b></p>	
<p><b>Fleet of Motor Vehicles</b></p> <ol style="list-style-type: none"> <li>1. Nissan Navarra Pick-up (MVFile 1101-438441)</li> <li>2. Toyota Super Grandia (SAA 4365)</li> <li>3. Toyota Super Grandia (SJT 193)</li> <li>4. Toyota Super Grandia (SHX 753)</li> <li>5. Isuzu IPV (SGH 719)</li> </ol>	
<p align="center"><b>SCOPE OF SERVICES</b></p>	
<p>Change engine oil, oil filter, automatic transmission fluid (ATF), steering oil, clutch &amp; brake fluid, coolants, lubricants etc.</p>	
<p>Engine Tune-up</p>	
<p>Replacement of fan belts, timing belts, rubber caps, hoses and other related spare parts.</p>	
<p>Replacement of alternator assembly, fuel pump assembly, power steering pump assembly, clutches assembly, linkage shifting assembly and other related spare parts.</p>	
<p>Replacement of shock absorbers, rack end, tire-rod-end, ball joint assembly, rubber bushing and other suspension and steering related parts.</p>	
<p>Air conditioning system repair, replacement and cleaning, freon recharging, fan motor, fan blades and replacement of other related spare parts.</p>	
<p>Replacement of brake pads, brake shoe, brake master assembly and various brake related spare parts.</p>	
<p>Replacement of car batteries.</p>	
<p>Replacement and repair of door locks and keyless remote.</p>	
<p>Replacement of head and taillight assembly</p>	
<p>Complete wheel balancing</p>	

Complete wheel alignment which may include camber caster/toe-in-toe-out, wheel rotation and other related services	
Repair or replace horn assembly and other electrical related parts	
Diagnostic tests, procedure and repairs as needed.	
<b>ADDITIONAL TERMS AND CONDITIONS</b>	
Service Contract duration: One (1) year or until contract price is depleted/consumed whichever comes first.	
Service provider shall submit a detailed pricelist of the services offered.	
Payments shall be based on actual service/s.	
All the parts and materials to be supplied by PAGCOR.	
The Service provider shall provide a seven (7) days warranty for the jobs/ services.	
The Service Provider shall surrender all the replaced parts/ materials to PAGCOR.	
The Service Provider shall submit to PAGCOR a detailed billing for services. Supported by a Job Order which will form part of the processing of payment.	
PAGCOR shall have the right to inspect and/ or test the unit/ vehicle. The end-user will issue a certification after the inspection.	
The required repair/replacement services shall be completed not later than thirty (30) days from the date of acceptance. The availability of the spare parts and the extent of the scope of work shall be taken into consideration.	
SERVICE PROVIDER SHALL COORDINATE WITH THE END-USER FOR CLARIFICATIONS PERTAINING TO THE SERVICES/WORKS.	

Item No.	QTY	Technical Description/ Specifications	Offered Technical Proposal Please fill up with either: "Comply" or "Not Comply" and indicate the brand in the space provided
<b>Lot 2 – Supply and Delivery of Spare Parts and Supplies for the R&amp;M of Motor Vehicles</b>			
1	Four (4) pcs	<b>BATTERY, N70</b>	
2	Two (2) pcs	<b>BELT, DRIVE BELT-</b> • For Toyota Super Grandia	
3	Four (4) set	<b>BRAKE PAD- FRONT, LEFT &amp; RIGHT –</b> • For Toyota Super Grandia	

4	Two (2) set	<b>BRAKE PAD- FRONT, LEFT &amp; RIGHT –</b> • For Nissan Navara - 2018	
5	One (1) set	<b>BRAKE PAD- FRONT, LEFT &amp; RIGHT –</b> • For Isuzu IPV	
6	Two (2) can	<b>PENETRATING OIL CLEANER 400ml.</b> • Multipurpose oil cleaner	
7	Eight (8) Ltr	<b>COOLANT- RADIATOR COOLANT</b>	
8	Four (4) pc	<b>FUEL FILTER</b> • For Toyota Super Grandia	
9	Three (3) pcs	<b>FUEL FILTER -</b> • For Nissan Navara - 2018	
10	Two (2) pcs	<b>FUEL FILTER -</b> • For Isuzu IPV	
11	Four (4) pcs	<b>OIL FILTER-</b> • For Toyota Super Grandia	
12	Two (2) pcs	<b>OIL FILTER-</b> • For Nissan Navara - 2018	
13	Two (2) pcs	<b>OIL FILTER-</b> • For Isuzu IPV	
14	Three (3) pair	<b>BALL JOINT ASSEMBLY- UPPER/LOWER LEFT/RIGHT</b> • For Toyota Super Grandia	
15	Three (3) pair	<b>TIE ROD END- LEFT/RIGHT</b> • For Toyota Super Grandia	
16	Fifteen (15) gal.	<b>ENGINE OIL- FULLY SYNTHETIC 5W40</b>	
17	One (1) set	<b>SHOCK ABSORBER, FRONT- LEFT/RIGHT</b> • For Isuzu IPV	
18	One (1) set	<b>SHOCK ABSORBER, REAR- LEFT/RIGHT</b> • For Isuzu IPV	
19	Two (2) set	<b>SHOCK ABSORBER, FRONT- LEFT/RIGHT</b> • For Toyota Super Grandia	
20	Two (2) set	<b>SHOCK ABSORBER, REAR- LEFT/RIGHT</b> • For Toyota Super Grandia	
21	Two (2) set	<b>SHOCK ABSORBER, FRONT- LEFT/RIGHT</b> For Nissan Navara-2018	
22	Two (2) set	<b>SHOCK ABSORBER, REAR- LEFT/RIGHT</b> • For Nissan Navara-2018	

23	One (1) pc	<b>TENSION BEARING-</b> • For Toyota Super Grandia	
24	Two (2) pc	<b>TIMING BELT, BIG</b> • For Toyota Super Grandia	
25	Four (4) pc	<b>TIRE FOR TOYOTA SUPER GRANDIA</b> • 225/70 R15	
26	Four (4) pc	<b>TIRE FOR NISSAN NAVARA-2018</b> 265/70 R16	
27	Two (2) pc	<b>AIR FILTER-</b> • For Isuzu IPV	
28	Twelve (12) pc	<b>STUD BOLT</b> • For Toyota Super Grandia	
29	Twelve (12) pc	<b>WHEEL NUT-</b> • For Toyota Super Grandia	
30	Five (5) Ltr	<b>BRAKE FLUID-</b>	
31	Twelve (12) pc	<b>BRAKE RUBBER CAP –</b> • For Toyota Super Grandia	
32	Four (4) pc	<b>BRAKE CYLINDER–</b> • For Toyota Super Grandia	
33	Two (2) set	<b>WIPER BLADE-LONG and SHORT</b> • For Toyota Super Grandia	
34	One (1) set	<b>WIPER BLADE- LONG and SHORT</b> For Nissan Navara-2018	
35	One (1) set	<b>WIPER BLADE-LONG and SHORT</b> For Isuzu IPV	
<b>ADDITIONAL TERMS AND CONDITIONS</b>			
Replacement of defective goods shall be made within fifteen (15) calendar days upon the written request of PAGCOR.			
<b>Delivery Date:</b> Within <b>thirty (30) calendar days</b> which will commence from the effectivity date specified in the Notice to Proceed.			
PAGCOR shall have the right to inspect and/ or test the goods to confirm their conformity to the technical specifications.			

## II. FINANCIAL QUOTATION:

Description	Financial Offer
VAT-exclusive, zero-rated Transaction	
<b>Lot 1 - Procurement of Preventive Maintenance Service (PMS) for Existing Motor Vehicles</b>	
Procurement of Preventive Maintenance Service (PMS) for existing Motor Vehicles	<hr/> <hr/> <hr/> (PhP _____) <i>(Note: Please state amount in words and in figures)</i>

Item No.	Qty/ UOM	Description of Item	Unit Cost VAT-Exclusive, Zero Rated Transaction	Total Cost VAT-Exclusive, Zero Rated Transaction
<b>Lot 2 - Supply and Delivery of Spare Parts and Supplies for the R&amp;M of Motor Vehicles</b>				
1	Four (4) pcs	<b>BATTERY, N70</b>		
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6	Two (2) can	<b>PENETRATING OIL CLEANER 400ml.</b> Multipurpose oil cleaner		
7	Eight (8) Ltr	<b>COOLANT- RADIATOR COOLANT</b>		
8	Four (4) pc	<b>FUEL FILTER</b> For Toyota Super Grandia		
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35	One (1) set	<b>WIPER BLADE- LONG and SHORT</b> For Isuzu IPV		
<b>Total (Lot 2)</b>			<hr/> <hr/> <hr/> (PhP _____) <i>(Note: Please state amount in words and in figures)</i>	

**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.

**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. Updated Price List/ Rates for the services offered in the Preventive Maintenance Services (PMS) – **for Lot 1**

#### **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. Other terms and conditions are stipulated in the attached Service Contract and 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.

\_\_\_\_\_  
\_\_\_\_\_

# OMNIBUS SWORN STATEMENT

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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 \_\_\_\_\_