



REQUEST FOR QUOTATION

Date	:	August 30, 2022
Project Title	:	Supply and Delivery of Food and Beverages (F&B) for Various Marketing Events
ITB No.	:	FB22-04-002DAVd-08
Approved Budget for the Contract (ABC)	:	The ABC for the project is in the amount of One Hundred Fifty Thousand Pesos (PhP 150,000.00) , VAT Exclusive, Zero-Rated Transaction.
Fee for the Sale of Request for Quotation (RFQ)	:	A complete set of the Request for Quotation (RFQ) may be acquired by interested Bidders upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos (Php 500.00) .
Schedule for Negotiations	:	September 8, 2022 , Thursday, 2:00 P.M. Venue: Conference Room, 2 nd Floor Casino Filipino Davao, Lanang, Davao City.
Deadline for the Submission and Receipt of the Best Offer/s	:	September 20, 2022, Tuesday, 2:00 P.M. (Sealed Quotation) Venue: Conference Room, 2 nd Floor Casino Filipino Davao, Lanang, Davao City.
Opening and Preliminary Examination of the Best Offer/s	:	September 20, 2022, Tuesday, 2:00 P.M. onwards (Sealed Quotation) Venue: Conference Room, 2 nd Floor Casino Filipino Davao, Lanang, Davao City.
<p>Please address and submit the envelope containing the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC) CF-Davao, Casino Filipino Davao, Lanang, Davao City.</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.		

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.

For any inquiries or clarifications, please contact the PS at (082) 234-9398 to 99 local 162 and look for Procurement Officer I Dara Villalobos.

Thank you.

SGD
REGINA C. LEMANA
Chairperson
BRANCH BIDS AND AWARDS COMMITTEE (BBAC)
CASINO FILIPINO DAVAO

DAV_083022

Dear Ms. Lemana:

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

I. TECHNICAL SPECIFICATIONS

Item	Specification	Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification.	
		Quantity/ Unit of Measurement	Statement of Compliance
1	<p>MENU consist of:</p> <ul style="list-style-type: none"> • Rice • Noodles or Vegetables • 1 Beef dish • 1 Chicken dish • One (1) can/bottle of soda or water <p>Food should be contained inside a bento box with spoon and fork.</p>	Four Hundred (400) bento boxes	
Additional Terms and Conditions:		Statement of Compliance	
<p>Staggered delivery. End-user will coordinate on the delivery schedule and number of packs to be delivered at least one (1) week before the event.</p>			
<p>The Service Provider’s establishment / restaurant should be located along Apokon Road in Tagum City, Davao del Norte.</p>			
<p>The Service Provider shall ensure that the food to be served is cooked/prepared on the day of delivery.</p>			
<p>The Service Provider must provide food that are hygienically-prepared and using good quality ingredients.</p>			
<p>The menu is subject to change upon advise of the end-user. Changes in the menu will be advised by the end-user to the Service Provider at least five (5) days before the event.</p>			
<p>In cases of cancellation or postponement of the activity, the provider shall be advised at least three (3) calendar days before the delivery date. In case of suspension of the activity due to fortuitous events, the provider shall be advised of the cancellation of delivery to the earliest possible time in the morning of the date</p>			

of delivery.	
Payment shall be based on actual number of meals served (per pax) provided that the total amount shall not exceed the contract price.	

II. FINANCIAL QUOTATION

ITEM DESCRIPTION	QTY/ UOM	Unit Cost (VAT Exclusive, Zero-Rated Transaction)	Total Cost (VAT Exclusive, Zero-Rated Transaction)
Supply and Delivery of Food and Beverages (F&B) for Various Marketing Events	Four Hundred (400) bento boxes	PhP_____	PhP_____
		_____	_____
		_____	_____

NOTES: Price quotation (unit and total prices) shall be rounded off up to two (2) decimal places.

VALIDITY OF OFFER: Ninety (90) calendar days from the date of Submission, Receipt, Opening and Preliminary Examination of Best Offer/Quotation

III. ADDITIONAL REQUIREMENTS:

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

1. Valid and updated PhilGEPS Certificate of Platinum Registration and Membership with additional caveat in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184 amended through GPPB Resolution No. 15-2021, provided that all of the following eligibility documents submitted to PhilGEPS are maintained and updated:
 - a. Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives;
 - b. 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.

OR

Recently expired Mayor’s/Business Permits 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 in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184;

- c. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); and
- d. Audited Financial Statements (AFS), stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

2. Omnibus Sworn Statement in accordance with the attached prescribed form.

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

IV. ADDITIONAL NOTES:

1. Bidders shall provide correct and accurate information required in this form.
2. Offers/quotations 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 should be VAT-Exclusive, Zero-Rated.
5. For the purpose of standardization of offer/quotations, this RFQ Form will prevail over all kinds and forms of offer/quotation. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
6. Award of contract shall be made to the supplier, contractor or consultant determined to have the Single or Lowest Calculated and Responsive Offer/Quotation (for goods and infrastructure projects) or Single or Highest Rated and Responsive Offer/Proposal (for consulting services).
7. 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.
8. PAGCOR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. To guarantee the faithful performance of the winning bidder's obligations, it shall post a Performance Security prior to the signing of the contract, 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.

10. The winning supplier agrees to pay a penalty of at least equal to one-tenth of one percent (1/10 of 1%) of the cost of the unperformed portion for every day of delay, including non-working days (i.e. Saturday and Sunday), legal holidays or special non-working holidays. PAGCOR may 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.
11. Other terms and conditions relative to the project are provided in the attached Purchase Contract.

V. PROCEDURES:

1. Prospective bidders may download the Request for Quotations (RFQ) free of charge from the following websites: PAGCOR website (www.pagcor.ph) and PhilGEPS website (www.philgeps.gov.ph) and may be allowed to submit their offers provided that bidders shall pay the fee for the RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotations.
2. Bidders, except those who have previously participated in any of the last two (2) failed biddings, are required to pay the applicable fee for the sale of RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotations. A copy of the PAGCOR Official Receipt shall be presented as proof of payment.

3. The RFQ 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 information requested.
4. Any requirements, guidelines, documents, clarifications, or other information relative to the negotiations that are communicated by the BBAC to a supplier, contractor, or consultant shall be communicated on an equal basis to all other suppliers, contractors, or consultants engaging in negotiations with the BAC relative to the procurement.
5. The prospective bidders shall be given equal time and opportunity to negotiate and discuss the technical and financial requirements of the project to be able to submit a responsive quotation or proposal.
6. Technical Specifications/Scope of Work and additional Terms and Conditions of the program/project/activity shall be fully discussed during Negotiations. In case there are changes in the requirements and/or technical specifications made after the consultations/negotiations, these shall be communicated on an equal basis.
7. Bidders should be responsible for securing copies of the Supplemental/Bid Bulletins at the websites of PAGCOR and the PhilGEPS.
8. Copies of the Supplemental Bid Bulletins are also sent either through fax or electronic mail to all prospective bidders who purchased the RFQ.
9. Following completion of the negotiations, the BBAC shall request all suppliers, contractors, or consultants in the proceedings to submit, on a specified date, time and venue, a best offer based on the final technical and financial requirements.
10. In all cases the best offer/quotations should be VAT Exclusive, Zero-Rated Transaction and not exceed the ABC.
11. During the Submission, Receipt, Opening and Preliminary Examination of the Best Offer/s or Quotation/s, the BBAC shall check the submitted best offer/s and other required documents using a non-discretionary pass/fail criteria. The BBAC shall check the submitted documents of each bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion. If a bidder submits the required document, it shall be rated "passed" for that particular requirement. In this regard, offer/s or quotation/s that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed". Otherwise, the BBAC shall rate the best offer/quotation as "Passed".
12. PAGCOR shall select the successful offer on the basis of the best offer/s/quotation/s submitted by the bidders which in no case should comply with PAGCOR's requirements. The best offer/s submitted by the prospective bidders shall still be subjected to detailed bid evaluation and post-qualification.
13. The BBAC shall recommend award of contract to the Head of the Procuring Entity (HOPE) in favor of the supplier, contractor or consultant determined to have the Single or Lowest Calculated and Responsive Quotation (for goods or

infrastructure projects) or Single or Highest Rated and Responsive Proposal (for consulting services).

14. The BBAC shall recommend to the HOPE the award of contract.
15. In accordance with Government Procurement Policy Board (GPPB) Circular 06-2005 - Tie-Breaking Method, the BBAC shall use a non-discretionary and non-discriminatory measure based on sheer luck or chance, which is "DRAW LOTS," in the event that two (2) or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated and Responsive Offer/Quotation (for goods and infrastructure projects) or Highest Rated and Responsive Offer/Proposal (for consulting services) to determine the final bidder having the Lowest Calculated and Responsive Offer/Quotation, based on the following procedures:
 - a) In alphabetical order, the bidders shall pick one rolled paper.
 - b) The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall be declared as the winning bidder having the Lowest Calculated and Responsive Offer/Quotation and recommended for award of the contract.
16. PAGCOR reserves the right to accept or reject any offer/quotation, and to annul the procurement process and reject all offers/quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

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 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 offer/quotation it may receive.

Very truly yours,

Signature over Printed Name
TIN: _____

Position

Company Represented
TIN: _____

Address / Tel. No. / Fax No.